



Landscape of Grand Pré Inc. Board of Directors Meeting
9:00 a.m. March 4, 2020
189 Dykeland Street, Wolfville, Nova Scotia

In attendance:

Géraldine Arsenault
Emily Lutz
Ernest Thibodeau

Gérald Boudreau
Andrew Murphy (*arrived 09:10 a.m.*)

Anne Curry
Beverly Palmeter

Other attendees:

Claude DeGrâce, Executive Director (ED)
Tami McEvoy, Admin. Support (TMc) (*excused at 02:10 p.m.*)
Helen Woodward, Finance Support (HW) (*excused at 09:40 a.m.*)

Regrets:

Mark Bannerman
Yvon Fontaine
Marilyn Perkins

1. 09:00 a.m. Welcome, verify quorum, call to order

Beverly Palmeter, Chair of Landscape of Grand Pré Inc. (LGPI), welcomed the attendees and called the meeting to order having a quorum of directors in attendance.

2. 09:05 a.m. Review and approval of the agenda

- 1) Welcome, verify quorum, call to order
- 2) Review and approval of the agenda
- 3) Approval of the minutes of the January 23, 2020, Board meeting
- 4) Actions arising from the minutes
- 5) Financial statements to January 31, 2020
- 6) Budget for 2020-2021
- 7) Fundraising presentations and discussion**
- 8) Executive Director Report**
- 9) Governance and Nominating Committee Report
 - a. Communication Policy (review)
 - b. Code of Conduct (review)

- c. Education and Marketing Committee (new)
 - d. Technical Advisory Committee (review)
 - e. Executive Director Policy (new)
- 10) Review Board master calendar
 - 11) Set the date for the Annual Meeting of Members
 - 12) Confirm date for next Board meeting
 - 13) Roundtable; general discussion
 - 14) *In-camera* session – committee appointments
 - 15) Adjournment

(Items 7 & 8 were switched)

MOTION: To approve the agenda as amended.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; Resolution 20BOD.MAR04.001

3. 09:10 a.m. Approval of the January 23, 2020, Board of Directors meeting minutes

It was agreed to make the following modifications:

#14 Please note that there were no topics to discuss.

ACTION: TMC to make agreed changes

MOTION: To approve the minutes for the January 23, 2020, Board of Directors meeting as amended.

Moved by Gérald Boudreau, seconded by Géraldine Arsenault

Motion carried; Resolution 20BOD.MAR04.002

4. 09:15 a.m. Actions arising from the minutes

The Executive Director confirmed the completion of actions from the January 23, 2020, Board of Directors meeting.

5. 09:20 a.m. Financial statements to January 31, 2020

Helen Woodward presented the financial statements for the period, followed by discussion.

ED confirmed that a credit card had been approved.

MOTION: To receive the financial statements as presented.

Moved by Emily Lutz, seconded by Andrew Murphy

Motion carried; Resolution 20BOD.MAR04.003

6. 09:30 a.m. Budget for 2020-2021

The ED presented the budget for the 2020-2021 fiscal period, followed by discussions regarding each line item. It was agreed to continue to work with the approved interim budget proposed at the January 23, 2020, Board of Directors meeting until such time as the Corporation has addressed a possible fundraising initiative.

The ED confirmed the request and receipt of \$50,000 from the Funding Trust for the balance of the current fiscal year.

7. 09:40 a.m. Executive Director Report

The ED presented his report, followed by discussion.

The ED proposed a partnership with the Société Promotion Grand-Pré for the provision and promotion of visitor experiences of the landscape in order to achieve the objectives of the Strategic Plan. While it was generally agreed that the LGPI should develop and provide visitor experiences, the Board asked the ED to further define the nature and scope of the proposed agreement between the LGPI and the Société Promotion Grand-Pré. It was suggested that objectives and outcomes should be identified as well as the resources required to implement the proposed partnership.

MOTION: To enter into a one-year lease agreement with 3057426 Nova Scotia Limited for office space at 8-189 Dykeland Street, Wolfville, Nova Scotia, under terms and conditions similar to those in the existing lease which expires September 30, 2020.

Moved by Emily Lutz, seconded by Andrew Murphy

Motion carried; [Resolution 20BOD.MAR04.004](#)

The completion of the ED report was postponed to after the presentations regarding fundraising.

8. 10:05 a.m. Presentation by Marc Lapointe of BNP Philanthropic Performance

8a) 11:10 a.m. Presentation by Jennifer Bolt

12:05 p.m. Lunch Break

12:50 p.m. Further discussion regarding fundraising strategy

The Board agreed that it was important to develop an operations plan which would address the implementation of key Strategic Plan priorities. It was acknowledged that LGPI works in a complex environment, but that it should not prevent the Corporation from developing activities and programs to engage visitors and communities regarding the inspiring story of the Landscape of Grand Pré World Heritage Site. It was suggested that LGPI should explore partnerships with a variety of organizations including universities and the Nova Scotia Nature Trust.

It was noted that the communities relating to the landscape needed to be involved in the process so that they have ownership of the resulting initiatives. The Board noted that the protection of the dykelands could be an issue needing to be addressed.

MOTION: To convene a special meeting of the Board on April 16, 2020, to address the implementation of Strategic Plan priorities.

Moved by Emily Lutz, seconded by Gérald Boudreau

Motion carried; [Resolution 20BOD.MAR04.005](#)

ACTION: ED to send a note to directors regarding the special April 16, 2020, meeting of the Board.
ACTION: ED to send the *Red Letter Philanthropy Counsel 2012 Report "The Landscape of Grand Pré World Heritage Site - Stewardship, Governance and Fundraising"* to the Board.

1:00 p.m. Completion of ED report

The Board agreed that essential Board business, including the ED report regarding a potential partnership with the Société Promotion Grand-Pré, would be conducted at the end of the April 16, 2020, special meeting of the Board.

9. 1:05 p.m. Governance and Nominating Committee Report

Gérald Boudreau presented the Governance and Nominating Committee report and requested approval of the following policies:

Communication Policy

MOTION: To approve the revised Communication Policy as amended effective immediately.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 20BOD.MAR04.006

Code of Conduct

MOTION: To approve the revised Code of Conduct as modified effective immediately.

Moved by Gérald Boudreau, seconded by Géraldine Arsenault

Motion carried; Resolution 20BOD.MAR04.007

Education and Marketing Committee

MOTION: To approve the Terms of Reference for the Education and Marketing Committee as modified effective immediately.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; Resolution 20BOD.MAR04.008

Technical Advisory Committee

MOTION: To approve the revised Terms of Reference for the Technical Advisory Committee as presented effective immediately.

Moved by Gérald Boudreau, seconded by Emily Lutz

Motion carried; Resolution 20BOD.MAR04.009

Executive Director Policy

The Executive Director Policy needs to be formally approved by the GNC and will therefore be deferred to the next meeting of the Board on April 16, 2020.

ACTION: ED to add the approval of the ED Policy to the April 16, 2020, meeting agenda.

10. 1:40 p.m. Review of Board master calendar

The ED presented the master calendar followed by discussion. The ED indicated that LGPI's annual report to Corporations Canada needs to be filed within 60 days of the anniversary of incorporation (January 22, 2016) under the Canada Not-for-profit Corporations Act.

11. 1:50 p.m. Set the date for the Annual Meeting of Members

It was proposed that the Annual Meeting of Members be held August 7, 2020, at Grand-Pré National Historic Site. ED to confirm the date with the auditors and reserve a room at the visitor centre.

12. 1:55 p.m. Set Board of Director meeting dates for 2020/2021:

April 16, 2020

June 4, 2020

October 1, 2020

January 21, 2021

13. 2:00 p.m. Roundtable: general discussion

Géraldine Arsenault informed the Board that LGPI would be receiving a response shortly from Parks Canada regarding its letter relative to the proposed installation of tents at Grand-Pré National Historic Site.

Géraldine also indicated that Parks Canada plans to hold an open-door session in the spring, possibly on April 30, 2020. Information will be provided about the preparation of a new management plan for the national historic site.

Anne Curry informed the Board about a film and website on the dykelands of New Brunswick and Nova Scotia produced and researched by Ronald Rudin, Professor of History at Concordia University.

ACTION: ED to send web link to the Board.

14. 2:10 p.m. *In-camera* – committee appointments

MOTION: To go *in-camera*.

Moved by Anne Curry, seconded by Emily Lutz

Motion carried; Resolution 20BOD.MAR05.010

MOTION: To go out of *in-camera*.

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; Resolution 20BOD.MAR06.011

15. Adjournment

Motion to adjourn made by Gérald Boudreau
Meeting adjourned at 2:15 p.m.

Signed by: _____
Géraldine Arsenault, Secretary