



Landscape of Grand Pré Inc.
Approved Minutes of Board Meeting
September 10, 2025
Grand-Pré National Historic Site
2205 Grand Pré Road, Grand Pré, Nova Scotia

In attendance:

Beverly Palmetter (Chair)
Peter Allen
Neil Boucher
Beverly Boyd
Amy MacDonald

Others:

Claude DeGrâce, Executive Director (ED)
Andy Forse
Tom Dalmazzi
Chris Pelham

Regrets:

Bruce Cooke
Lara Morris
Cyrilda Poirier

1. Welcome, verify quorum, call to order

Beverly Palmetter, Chair of Landscape of Grand Pré Inc. (LGPI), welcomed the attendees and called the Board of Directors (Board) meeting to order at 9:26 a.m., having a quorum of directors in attendance for the meeting.

2. Review and approval of the agenda

1. Welcome, verify quorum, call to order (5 min)
2. Approval of the agenda (5 min)
3. Approval of the minutes of the meetings held on May 23 and June 11, 2025 (15 min)
4. Actions arising from the minutes (10 min)
5. Review and approval of the audited financial statements for 2024/2025 (15 min)
6. Review final report, organizational model and financial sustainability (60 min)
7. Development of recommendations to the members regarding the organizational model and financial sustainability (20 min)
8. Executive Director report (10 min)
9. Annual report (10 min)
10. Annual Meeting of Members (10 min)
11. Draft Board competency matrix (10 min)
12. Protocol for meetings (10 min)
13. Board Calendar (5 min)
14. Set the dates for the next Board meetings (5 min)
15. Round Table (10 min)
16. Adjournment

MOTION: To approve the agenda as presented.
Moved by Neil Boucher, seconded by Peter Allen
Motion carried unanimously; **Resolution 25BOD.September.10.01**

3. Review and approval of the audited financial statements for 2024/2025

The Chair welcomed Andy Forse, Kent & Duffett, Chartered Professional Accountants, to present the audited financial statements for 2024/2025 which had been circulated to the Board prior to the meeting.

Mr. Forse provided an overview of the financial statements noting that the Province of Nova Scotia had established a trust fund in 2012 valued at 2.5M\$ to manage the Landscape of Grand Pré World Heritage Site. He noted that remaining trust funds had been transferred to LGPI in 2022 and that the market value of the investment fund on March 31, 2025, was \$1,770,935. Mr. Forse indicated that the operations of Landscape of Grand Pré Inc. are lean, that overhead is reasonable and that there is no wasteful or overspending.

The Board had questions regarding deferred revenue and Mr. Forse agreed to add a sentence to better explain this accounting entry.

Mr. Forse was invited to present the financial statements at the Annual Meeting of Members (AMM) on September 23, 2025. It was also noted that Mr. Paul Lannan, Senior Portfolio Manager with RBC Dominion Securities Inc., had been invited to attend the AMM to provide information regarding the performance and value of the investment fund.

MOTION: To approve the audited financial statements for 2024/2025 with adjustments.
Moved by Peter Allen, seconded by Amy MacDonald
Motion carried unanimously; **Resolution 25BOD.September.10.02**

4. Review final report, organizational model and financial sustainability

Tom Dalmazzi and Chris Pelham, representing Third Sector Enhancement Ltd., were invited to present the final report. An overview of the final report was presented which generated comments and suggestions from the Board:

- There is difficulty assessing the increase in visitation to the area as a result of the inscription of the Landscape on UNESCO's World Heritage List.
- It would be useful to determine if local businesses are using the UNESCO inscription in their communication material.
- The World Heritage Site and National Historic Site are often seen as the same.
- There is a need to renew engagement activities with local communities and businesses.
- It was agreed that the final report should be shared with the member representatives before the Annual Meeting of Members.

- Should the Board decide to conduct the recommended socioeconomic study and communications strategy, it will be necessary to share the results broadly.
- There is a need to provide a richer experience for directors of the Board to ensure engagement and participation.
- While the Task Force’s mandate was to prepare a financial sustainability plan, it was noted that funds would need to be spent for the proposed socioeconomic study and communications strategy. It was suggested that efforts be made to secure funding from all three levels of government.
- The wording regarding engagement on pages 8 and 12 needs adjustment.

Tom Dalmazzi noted the significant support provided by Task Force members and the Board thanked Third Sector Enhancement Ltd. for their expertise throughout the process.

MOTION: To receive the Task Force report and its recommendations.

Moved by Peter Allen, seconded by Amy MacDonald

Motion carried unanimously; **Resolution 25BOD.September.10.03**

The Board suggested that Tom Dalmazzi be asked to make a brief presentation of the Task Force report at the Annual Meeting of Members scheduled for September 23, 2025.

5. Annual report

The Board suggested that the annual report should attract the readers’ attention with a captivating headline such as:

New Strategic Plan Sets Ambitious Direction for the Landscape of Grand Pré

It was suggested that photos and colours be used to create an engaging annual report and that information about the LGPI’s use of social media to reach target audiences be highlighted.

MOTION: To approve the messaging that is presented in the annual report.

Moved by Neil Boucher, seconded by Beverly Boyd

Motion carried unanimously; **Resolution 25BOD.September.10.04**

6. Adjournment

As there was insufficient time to complete the agenda, the Board decided to reconvene on September 22, 2025, at 1:00 p.m.

MOTION: To adjourn the meeting until September 22, 2025, at 1:00 p.m.

Moved by Neil Boucher, seconded by Amy MacDonald

The meeting was adjourned at 12:40 p.m.

The Board meeting resumed as planned at 1:00 p.m. on September 22, 2025, at the Grand-Pré National Historic Site Visitor Centre.

In attendance:

Beverly Palmetter (Chair)
Peter Allen
Neil Boucher
Beverly Boyd
Amy MacDonald

Others:

Claude DeGrâce, Executive Director (ED)

Regrets:

Bruce Cooke
Lara Morris
Cyrilda Poirier

1. Welcome, verify quorum, call to order

Beverly Palmetter, Chair of Landscape of Grand Pré Inc. (LGPI), welcomed the attendees and called the Board of Directors (Board) meeting to order at 1:05 p.m., having a quorum of directors in attendance for the meeting.

The Chair asked the directors to declare any conflict of interest. There was none declared.

2. Review and approval of the agenda

1. Welcome, verify quorum, call to order (5 min)
2. Approval of the agenda (5 min)
3. Approval of the minutes of the meetings held on May 23 and June 11, 2025 (15 min)
4. Actions arising from the minutes (10 min)
5. *Recommend an auditor for 2026/2027*
6. Development of recommendations to the members regarding the organizational model and financial sustainability (20 min)
7. Executive Director report (10 min)
8. Annual report (10 min)
9. Annual Meeting of Members (10 min)
10. Draft Board competency matrix (10 min)
11. Protocol for meetings (10 min)
12. Board Calendar (5 min)
13. Set the dates for the next Board meetings (5 min)
14. Round Table (10 min)
15. Adjournment

It was suggested to add an agenda item (number 5; Board recommendation for an auditor for 2026/2027).

3. Approval of the minutes of the meetings held on May 23 and June 11, 2025

MOTION: To approve the minutes of the meeting held on May 23, 2025.

Moved by Peter Allen, seconded by Amy MacDonald

Motion carried unanimously; **Resolution 25BOD.September.22.01**

MOTION: To approve the minutes of the meeting held on June 11, 2025.

Moved by Neil Boucher, seconded by Beverly Boyd

Motion carried unanimously; **Resolution 25BOD.September.22.02**

4. Actions arising from the minutes

May 23, 2025

- a. Agenda item 7: Outcome of the special meeting of members

While it was indicated that a meeting with GPACA may be premature, it was agreed that the Corporation should continue to reach out to GPACA to seek a resolution. It was suggested that each organization could nominate two or three directors to attend a small open dialog meeting prior to the Annual Meeting of Members in September 2025.

ACTION: Executive Committee to appoint directors who would offer to meet with the GPACA.

ACTION: ED to draft letter to invite the Board of GPACA to meet with LGPI.

These action items were discussed at the June 11, 2025, meeting of the Board. While not recorded in the draft minutes, it was agreed that these actions were no longer required.

- b. Agenda item 9: Archaeology strategy presentation

The Board suggested that the Education and Marketing Committee be invited to develop a communication plan for the archaeology strategy. It was further suggested that an executive summary of the strategy be prepared in both official languages and posted on the websites of LGPI.

The development of a communication plan for the archaeology strategy will be developed by the Education and Marketing Committee in the fall/winter 2025/2026. An executive summary will be developed by the ED in collaboration with the Technical Advisory Committee.

The Board asked the ED to draft a letter to thank the members of the subcommittee who prepared the revised strategy.

The ED drafted a letter to the members of the subcommittee for review by the Chair of the Board. The letter was signed and sent.

- c. Agenda item 11: Appointment of directors to standing committees

ACTION: ED to update the skills matrix required for new directors and add to the agenda for the next meeting of the Board.

The Board competency matrix was updated and formed part of the agenda for the September 10, 2025, meeting of the Board. The updated matrix was included in the documentation package for the meeting.

June 11, 2025

- a. Agenda item 4: Process to address the concerns raised at the March 26, 2025, Special Meeting of Members

Record of actions resulting from the in-camera session:

- In response to concerns raised by the Grand Pré & Area Community Association, Landscape of Grand Pré Inc. agrees that mutual respect between all member organizations and the Corporation is very important and that LGPI wishes to address these concerns by sharing more comprehensive and detailed financial and budgetary information with all member organizations on an annual basis.

The annual report for 2024/2025 provides detailed information regarding each budget item.

- The Board will review the protocol for conducting meetings and share recommendations at the 2025 Annual Meeting of Members.

The existing protocol for conducting meetings was reviewed by the Board on September 22, 2025.

- Outcomes and highlights resulting from Board meetings will be shared in a timely manner with member organizations.

5. Recommend an auditor for 2025/2026

The Board noted the quality of the financial audit services provided by Kent & Duffett Chartered Professional Accountants.

MOTION: To recommend Kent & Duffett Chartered Professional Accountants as auditors for 2025/2026.

Moved by Peter Allen, seconded by Amy MacDonald

Motion carried unanimously; **Resolution 25BOD.September.22.03**

6. Development of recommendations to the members regarding the organizational model and financial sustainability

The Board agreed that the report from the Task Force regarding the organizational model and financial sustainability of LGPI would be presented at the AMM and that the Board would invite the members to submit written comments to the Board by October 15, 2025. It was noted that the Board would recognize the work of the Task Force and Third Sector Enhancement Ltd. for leading the project and preparing the final report.

It was agreed that the Executive Director would develop a budget for the implementation of the Strategic Plan and look into the costs for producing a socioeconomic study and communications strategy.

7. Executive Director report

The Executive Director commented on his report to the Board.

a) Visitor experience renewal

It was agreed that rather than invest funds for the installation of a granite stand for the UNESCO plaque, it would be more efficient to refinish the existing metal stand and consider investing limited funds in cooperation with Parks Canada to improve the existing facilities at the View Park such as fixing the pavers on the viewing deck, installing additional year-round red chairs and picnic tables.

It was noted that the renewal of the welcome and interpretive signs has been delayed due to the extended time required to obtain Mi'kmaw translations.

b) Landscape guides

The Board suggested that the Education and Marketing Committee be invited to establish a subcommittee to oversee the development of a work plan for guides, providing LGPI is successful in securing funding from the Canada Summer Jobs program for the summer of 2026.

c) Development of a mobile app

Following the Board's approval, work on the development of a mobile app featuring the Landscape of Grand Pré and the Harvest Moon Trailway is proceeding in collaboration with Acadia University. LGPI has provided \$7,500 for the project and matching funds were provided by Mitacs Accelerate. The Valley REN was recently invited to test the app and were pleased with the project.

d) Trail from Grand Pré Wines (GPW) to the Landscape View Park

The ED informed the Board that the Municipality of the County of Kings had approved a \$13,235 grant for the improvement of the existing trail linking the View Park to GPW. In order

to have access to this funding, matching funds are required. On July 23, 2025, the ED met with Jason Lynch, Operations Manager at GPW, to discuss the project and he has agreed that GPW would be prepared to invest \$6,617.50 if LGPI agrees to invest a similar amount. Coupled with the municipal grant, these funds (\$26,470) would be used primarily to address the visitor safety issues by developing a safer road crossing on Old Post Road between the View Park and GPW and to improve the existing trail.

e) Grand Pré Heritage Conservation District

After reviewing the programs offered by the National Trust for Canada, the ED suggested reaching out to the Grand Pré and Area Community Association to explore how the community could put forward a project for promoting and celebrating the built heritage of the Grand Pré Heritage Conservation District, which is included in the Canadian Registry of Historic Places.

The ED has discussed the idea with Amy MacDonald and it was agreed that we could consider developing, in collaboration with Parks Canada, a temporary exhibit in the fall of 2026 that focusses on the Grand Pré Heritage Conservation District.

The Board agreed that this suggestion should be explored further with the Grand Pré & Area Community Association.

MOTION: That the Board approve a contribution of \$6,617.50 for the development of a safer pedestrian crossing of Old Post Road and for improvements to the trail between the Landscape View Park and Grand Pré Wines.

Moved by Beverly Boyd, seconded by Amy MacDonald

Motion carried unanimously; **Resolution 25BOD.September.22.04**

MOTION: That the Executive Director reach out to the Grand Pré and Area Community Association to explore how the community could put forward a project to promote and celebrate the built heritage of the Grand Pré Heritage Conservation District.

Moved by Beverly Boyd, seconded by Peter Allen

Motion carried unanimously; **Resolution 25BOD.September.22.05**

MOTION: That the Board receive the report of the Executive Director as presented.

Moved by Neil Boucher, seconded by Amy MacDonald

Motion carried unanimously; **Resolution 25BOD.September.22.06**

8. Annual Meeting of Members

It was noted that the Glooscap First Nation and the Grand Pré & Area Community Association had not put forward director nominees for the vacancies on the Board. It was suggested that a special meeting of members may be required once nominees have been identified.

The Board noted that it may be required to look at best practices and to develop a policy regarding absenteeism on the Board and standing committees.

The Board suggested that there may be a need to offer a daily stipend or other recognition for directors who volunteer to serve LGPI.

9. Draft Board competency matrix

It was agreed to table this item

10. Protocol for meetings

The Board considered the document developed by the ED regarding the protocol for Board and Member meetings and it was agreed that current practice respected all the relevant articles of the by-laws and that no changes are required.

11. Board Calendar

The Board reviewed the calendar as circulated.

MOTION: That the Board receive the Board Calendar as circulated.

Moved by Peter Allen, seconded by Amy MacDonald

Motion carried unanimously; **Resolution 25BOD.September.22.07**

12. Set the dates for the next Board meetings

The Board suggested an in-person meeting on October 27, 2025, (a.m. or p.m.) and on October 28, 2025, in the afternoon. The ED will seek the availability of the directors for the suggested dates.

13. Adjournment

The Chair declared the meeting adjourned at 3:55 p.m.

Cyrilda Poirier, Secretary

Resolution 25BOD.November.20.02