



Landscape of Grand Pré Inc. Board Meeting Via Zoom

February 9, 2024, 9:00 a.m. – 1:50 p.m.

Approved Minutes

In attendance:

Beverly Palmeter (Chair)
Géraldine Arsenault
Mark Bannerman
Neil Boucher
Beverly Boyd
René Gallant
Cally Jordan
Emily Lutz
Cyrilda Poirier

Others:

Claude DeGrâce, Executive Director (ED)
Tami McEvoy, Administrative Support
Amy MacDonald, Chair, EMC (11:00-11:30)

Regrets:

Marilyn Perkins

1. Welcome, verify quorum, call to order

Beverly Palmeter, (Chair) of Landscape of Grand Pré Inc. (LGPI), welcomed the attendees and called the Board of Directors (Board) meeting to order at 9:05 a.m., having a quorum for the meeting. Emily Lutz was introduced to the new directors to the Board.

2. Review and approval of the agenda

1. Welcome, verify quorum, call to order (5 min)
2. Approval of the agenda (5 min)
3. Minutes of the meeting held on November 8, 2023 (10 mins)
4. Actions arising from the minutes (5 min)
5. Review financial statements to 31 12 2023 (10 min)
6. Executive Director report (15 min)
7. Standing committee reports
 - a. Executive (10 min)
 - b. Education and Marketing (10 min)
 - c. Finance and Audit (30 min)
 - d. Governance and Nominating (10 m)
 - e. Technical and Advisory (10 min)
8. Grand Pré & Area Community Association Road Safety Committee (15 min)

9. Board Calendar (5 min)
10. Set the dates for the next Board meetings (5 min)
11. Round Table (10 min)
12. Adjournment

MOTION: To approve the agenda as presented.

Moved by Cally Jordan, seconded by Emily Lutz

Motion carried unanimously; **Resolution 24BOD.Feb.09.001**

3. Minutes of the meeting held on November 8, 2023,

The Chair noted an improvement regarding the minutes which are more succinct and expressed support for the new format which will be discussed in the GNC report to the Board.

MOTION: To approve the minutes for the Board meeting held on November 8, 2023, as circulated.

Moved by René Gallant, seconded by Cally Jordan

Motion carried unanimously; **Resolution 24BOD.Feb.09.002**

4. Actions arising from the minutes

The ED indicated that he had implemented the actions arising from the last meeting of the Board.

5. Financial statements to December 31, 2023,

The ED presented the financial statements and provided clarification to questions from Directors. The ED shared the RBC Dominion Securities annual report with the Board.

MOTION: To receive the financial statements up to December 31, 2023.

Moved by Cally Jordan, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.Feb.09.003**

6. Executive Director (ED) report

The ED presented his report to the Board. The Board discussed the proposal by Grand Pré Wines to develop a trail that would connect the winery to the View Park on Old Post Road. The Board expressed unanimous support for the project and recommended that the ED explore the road safety concerns, signage, responsibilities (including alcohol restrictions at the View Park) and whether liability insurance is required. It was suggested that the ED take a look at a similar project at Ross Farm for comparison purposes.

ACTION: Agenda Item 6 - ED to clarify responsibility regarding the road crossing and pedestrian safety.

ACTION: Agenda Item 6 - ED to investigate warning signage and liability insurance requirements.

MOTION: That the Corporation submit an application to Nova Scotia's Connect2 Program, for the development of a trail from Grand Pré Wines to the Landscape View Park, providing there are no legal

liability issues and a request is made to the Province of Nova Scotia to address the pedestrian safety issue.

Moved by Emily Lutz, seconded by Cally Jordan

Motion carried unanimously; **Resolution 24BOD.Feb.09.004**

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

Moved by Cally Jordan, seconded by Mark Bannerman

Motion carried unanimously; **Resolution 24BOD.Feb.09.005**

7. Standing committee reports

a) Executive Committee (EC)

Beverly Palmeter, Chair of the EC, presented the report of the Executive Committee.

Discussion followed with regards to a draft letter of support to the Grand Pré & Area Community Association (GPACA) for its efforts to mitigate road safety issues. The Board unanimously supported the initiative and recommended that the letter be copied to the Minister of Public Works and to the Municipality of the County of Kings.

ACTION: Agenda Item 7a - ED to prepare a covering letter to the Nova Scotia Department of Public Works and attach a copy of LGPI's letter to the GPACA. Both letters to be copied to the Municipality of the County of Kings.

MOTION: That the Board of Directors confirm the decisions of the Executive Committee as outlined in this report.

Moved by Beverly Boyd, seconded by Emily Lutz

Motion carried unanimously; **Resolution 24BOD.Feb.09.006**

MOTION: That the Board approve a letter of support to the Grand Pré & Area Community Association for its efforts to mitigate road safety issues, such as speed reductions and crosswalks.

Moved by Cally Jordan, seconded by René Gallant

Motion carried unanimously; **Resolution 24BOD.Feb.09.007**

MOTION: That the Board appoint the Executive Director as an officer of the Corporation.

Moved by Emily Lutz, seconded by Cyrilda Poirier

Motion carried unanimously; **Resolution 24BOD.Feb.09.008**

MOTION: That the Board approve a \$12,000 contract to Third Sector Enhancement Ltd. for the review and updating of the Corporation's strategic plan.

Moved by René Gallant, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.Feb.09.009**

MOTION: That the Board receive the report of the Executive Committee.

Moved by Neil Boucher, seconded by René Gallant

Motion carried unanimously; **Resolution 24BOD.Feb.09.010**

Coffee Break - 10:42 - 11:05

b) Education and Marketing (EMC)

Amy MacDonald, Chair of the EMC, presented the report of the Education and Marketing Committee.

The Board discussed the implementation of the proposed elements of phase one of the visitor experience concept and it was noted that, at this time, Parks Canada would not support the construction of a new 3-season structure as previously suggested. It was noted that Parks Canada supported the implementation of phase one of the visitor experience concept as recommended by the EMC. Parks Canada is also open to provide information about the Landscape of Grand Pré WHS when the Agency renews its exhibits at the visitor centre.

MOTION: That financial support be provided to the Municipality of the County of Kings for the extension of the Harvest Moon Trailway to Hortonville if the project goes forward.

Moved by Cally Jordan, seconded by Cyrilda Poirier

Motion carried unanimously; **Resolution 24BOD.Feb.09.011**

MOTION: That LGPI collaborate with Parks Canada and the Société Promotion Grand-Pré to mark the 100th anniversary of the Deportation Cross in conjunction with the CMA 2024.

Moved by Neil Boucher, seconded by Cyrilda Poirier

Motion carried unanimously; **Resolution 24BOD.Feb.09.012**

MOTION: That LGPI proceed to develop a bilingual Landscape booklet by adapting the publication produced by the Grand Pré Trail Society in 2016.

Moved by Cyrilda Poirier, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.Feb.09.013**

MOTION: That Landscape of Grand Pré Inc. proceed with the implementation of the proposed elements of phase one of the visitor experience concept in 2024/2025 as proposed by the Executive Director.

Moved by Cally Jordan, seconded by Cyrilda Poirier

Motion carried unanimously; **Resolution 24BOD.Feb.09.014**

MOTION: That the Board receive the report of the Education and Marketing Committee as presented.

Moved by Neil Boucher, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.Feb.09.015**

c) Finance and Audit (FAC)

Emily Lutz, Chair of the FAC, presented the report of the Finance Audit Committee.

The Board discussed the future financial sustainability of the Corporation in regards to overhead expenses, staff and office costs, administration and management, along with possible fundraising activities. It was agreed that these issues would be considered in the process of reviewing and updating the Corporation's strategic plan.

It was noted that Parks Canada would not be able to take a more active role in the administration of LGPI and the World Heritage Site, but could accommodate Board meetings at the Grand-Pré NHS Visitor Centre. It was noted that LGPI could reduce its overhead costs by downsizing to a smaller office at Devour Studios. It was suggested that it would be useful for LGPI to have a storefront presence at the Grand-Pré NHS Visitor Centre in cooperation with Parks Canada. The Board also noted that it could explore opportunities to rent office space in the Grand Pré area.

ACTION: Agenda Item 7c - ED to arrange a meeting of the FAC to finalize the budget for 2024/2025 and revisit the sustainability of LGPI.

ACTION: Agenda Item 7c – That the Board consider writing to the Nova Scotia Minister of Communities, Culture, Tourism and Heritage with a copy to the Minister of Acadian Affairs and Francophonie at its May 9, 2024, meeting.

MOTION: That the ED be authorized to make arrangements for withdrawals of funds from RBC Dominion Securities Inc. as required for the operational needs of the Corporation with the approval of two duly authorized bank signing officers.

Moved by Emily Lutz, seconded by Neil Boucher

Motion carried unanimously; **Resolution 24BOD.Feb.09.016**

MOTION: That the Board receive the report of the Finance and Audit Committee as presented.

Moved by Beverly Boyd, seconded by Cyrilda Poirier

Motion carried unanimously; **Resolution 24BOD.Feb.09.017**

MOTION: To approve a provisional budget as presented (column D).

Moved by Emily Lutz, seconded by Cally Jordan

Motion carried unanimously; **Resolution 24BOD.Feb.09.018**

12:15 - 12:45 lunch

d) Governance and Nominating (GNC)

Cally Jordan, Chair of the GNC, presented the report of the Governance and Nominating Committee.

The committee has no immediate recommendations for new directors at this time, but does recommend that Beth Keech be appointed as a member of the EMC.

MOTION: That the Board approve the draft policy for LGPI minutes as presented.

Moved by Cally Jordan, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.Feb.09.019**

MOTION: That the Board approve the membership and chairs of standing committees as recommended by the Governance and Nominating Committee.

Moved by Cally Jordan, seconded by René Gallant

Motion carried unanimously; **Resolution 24BOD.Feb.09.020**

MOTION: That the Board receive the report of the Governance and Nominating Committee as presented.

Moved by Neil Boucher, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.Feb.09.021**

e) Technical and Advisory (TAC)

Beverly Boyd, Chair of the TAC, presented the report of the Technical Advisory Committee and commented on the protection and conservation mandate of the TAC which is fully supported by the members of the Committee. Discussion followed regarding the renewal of the LGPI initiative to provide support to landowners for conducting archaeological resource impact assessments (ARIAs). It was agreed that it would be of interest to share the results of archaeological research in the Landscape of Grand Pré with the public via the website and social media.

The TAC suggested it would be beneficial to have someone from Parks Canada on the committee. The ED will explore this suggestion with Parks Canada.

MOTION: That the Board approve the letter to the province of Nova Scotia in relation to the Dykeland System Upgrades Project (DSUP) as recommended by the TAC.

Moved by Cally Jordan, seconded by Neil Boucher

Motion carried unanimously; **Resolution 24BOD.Feb.09.022**

MOTION: That the initiative to provide support to landowners for conducting archaeological resource impact assessments (ARIAs) be continued for 2024/2025.

Moved by Neil Boucher, seconded by Cyrilda Poirier

Motion carried unanimously; **Resolution 24BOD.Feb.09.023**

MOTION: That the Board receive the report of the Technical Advisory Committee as presented.

Moved by Cally Jordan, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.Feb.09.024**

8. Grand Pré & Area Community Association Road Safety Committee

This item was discussed during the report of the Executive Committee. The ED noted that he had explored with Transport Canada the possibility of conducting a road safety study in Grand Pré. As

Transport Canada would cover only 75% of the study estimated at \$100,000, it was decided not to pursue this initiative.

9. Board Calendar

The ED presented the Board calendar.

MOTION: To receive the Board calendar as presented.

Moved by Beverly Boyd, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.Feb.09.025**

10. Set the dates for the next Board meetings

Thursday, May 9, 2024, at Grand-Pré National Historic Site

Friday, May 10, 2024 (Review and update of the strategic plan)

Wednesday, September 18, 2024, TBC

Thursday, September 19, 2024, AMM TBC

11. Round Table

The Chair noted that the Landscape webcam at the View Park had been repaired and expressed satisfaction with the recent social media posts.

12. Adjournment

The Chair adjourned the meeting at 1:50 p.m.

Approved by the Board on May 9, 2023; **Resolution 24BOD.May.09.003**

Géraldine Arsenault
Secretary