



Approved Minutes  
Landscape of Grand Pré Inc. Board Meeting  
1:00 p.m. May 9, 2024  
Grand-Pré National Historic Site

**In attendance:**

Beverly Palmeter (Chair)  
Géraldine Arsenault  
Neil Boucher  
Beverly Boyd  
Cally Jordan  
Emily Lutz

**Others:**

Claude DeGrâce, Executive Director (ED)  
Tami McEvoy, Administrative Support  
Amy MacDonald, Chair, EMC  
Thomas Deal, Financial Support  
Vaughne Madden, CMA 2024  
Pier-Luc Brousseau, CMA 2024

**Regrets:**

Mark Bannerman  
René Gallant  
Marilyn Perkins  
Cyrilda Poirier

1. NB : **Congrès mondial acadien 2024 (CMA)**. Prior to calling the meeting to order, Claude DeGrâce (ED) introduced Vaughne Madden and Pier-Luc Brousseau of the CMA 2024 and Director introductions followed. Vaughne Madden, Executive Director, and Pier-Luc Brousseau, Director of Communications, presented the details of the CMA 2024 and explained how this international event will be bringing together the Acadian diaspora from around the world for 9 days of celebrations from August 10 to 18 in Southwest Nova Scotia. It was suggested that LGPI could benefit from publishing their social media posts regarding events and that an article featuring the Landscape of Grand Pré WHS could be featured in the CMA's widely distributed official newsletter "La Râpure".

It was noted that many visitors to the CMA 2024 would very likely visit the Landscape of Grand Pré WHS as part of their participation in the event. It was suggested that LGPI could include a link to the CMA 2024 on its websites.

Short break: 1:47 - 2:00 p.m.

**2. 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 2:05 p.m., having a quorum for the meeting.

### 3. Review and approval of the agenda

The Board agreed to modify the order of the agenda and to add an item (11) Order of the September AMM/Board meetings. Modifications are shown in ***bold italics***.

1. ***CMA 2024 – Vaughne Madden and Pier-Luc Brousseau (45 min)***
2. Welcome, verify quorum, call to order (5 min)
3. Approval of the agenda (5 min)
4. ***Review financial statements to 31 03 2024 (10 min)***
5. Approval of the minutes of the meeting held on February 9, 2024 (10 min)
6. Actions arising from the minutes (5 min)
7. Executive Director report (15 min)
8. Standing committee reports
  - a. Executive (10 min)
  - b. Education and Marketing (10 min)
  - c. Finance and Audit (10 min)
  - d. Governance and Nominating (10 min)
  - e. Technical and Advisory (10 min)
9. ***Strategic planning and financial sustainability (15 min)***
10. RBC Dominion Securities – Paul Lannan (15 min)
11. ***Order of the September AMM/Board meetings***
12. Board calendars (5 min)
13. Set the dates for the next Board meetings (5 min)
14. Round Table (10 min)
15. Adjournment

**MOTION:** To approve the agenda as amended.

Moved by Neil Boucher, seconded by Emily Lutz

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

### 4. Financial statements to March 31, 2024

Thomas Deal presented the financial statements and provided clarifications on various items. The Board noted that some adjustments were required to a few financial entries and it was suggested that the ED work with Thomas to make the necessary corrections.

**MOTION:** To receive the financial statements to March 31, 2024.

Moved by Cally Jordan, seconded by Beverly Boyd

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

## **5. Approval of the minutes of the meeting held on February 9, 2024**

**MOTION:** To approve the minutes for the Board meeting held on February 9, 2024, as circulated.

Moved by Beverly Boyd, seconded by Neil Boucher

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

## **6. Actions arising from the minutes**

The ED indicated that he had implemented the actions arising from the last meeting of the Board. It was noted that the links to the appendices were included for easy reference but as it was creating confusion, this practice will be discontinued.

## **7. Executive Director (ED) report**

The ED presented his report to the Board. The ED informed the Board that LGPI's application to Nova Scotia's Connect2 Program for funding to develop a trail from Grand Pré Wines to the View Park was unsuccessful. The Board asked the ED to find out why the application was not approved and discussed the possibility of reapplying in 2025. The ED stated that he participated in a Canada and USA World Heritage network meeting, as well as a meeting regarding the Atlantic Canada UNESCO Corridor.

The ED informed the Board that he had been invited, along with an Acadia University professor, to make a presentation regarding the Landscape of Grand Pré WHS at the 12<sup>th</sup> International Conference on Monitoring and Management of Visitors in Recreational and Protected Areas which is being held in Germany in September 2024. While the Board deferred approval to the Executive Committee, it was noted that a budget of \$2,500 had been allocated for conferences and as the Landscape is a WHS, such participation should be encouraged. It was also noted that there would be value in having interested Directors take part in such conferences, including a study tour of the dykelands in the Netherlands to compare protection and recreational use management in relation to the Dykeland System Upgrades Project underway for the Grand Pré dykelands.

**MOTION:** That the Board approve the ED's goals and objectives for 2024/2025.

Moved by Géraldine Arsenault, seconded by Cally Jordan

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

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

Moved by Neil Boucher, seconded by Cally Jordan

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

## **8. Standing committee reports**

### **a) Executive Committee (EC)**

Beverly Palmeter, Chair of the EC, presented the report of the Executive Committee. The Board discussed road safety concerns and correspondence with the Grand Pré & Area Community Association and the Nova Scotia Department of Public Works. The EC reviewed the draft paper on road safety issues prepared by the ED and it was noted that the recommendations focused on the LGPI engaging with the local community through the Grand Pré & Area Community Association and the Grand Pre Marsh Body regarding proposed actions.

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

Moved by Géraldine Arsenault, seconded by Beverly Boyd

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

**MOTION:** That the Board approve the modified paper regarding road safety issues in the Landscape of Grand Pré.

Moved by Géraldine Arsenault, seconded by Cally Jordan

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

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

Moved by Emily Lutz, seconded by Neil Boucher

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

### **b) Education and Marketing (EMC)**

Amy MacDonald, Chair of the EMC, presented the report of the Education and Marketing Committee. The Board discussed the extension of the Harvest Moon Trailway to Hortonville. It is anticipated the project will go forward by the end of summer. Additional wayfinding and interpretive panels are being prepared to further enhance the visitor experience. It was noted that Parks Canada had agreed to install a monitor for the new video produced by LGPI. It was agreed that the ED would continue talks with Grand Pré Wines to develop a trail from the winery to the View Park. The LGPI has reserved a booth at the CMA l'Échange, from August 13 to 15 and is also planning a community BBQ with the Grand Pré & Area Community Association on Aug 25th. The EMC is working with the Farm Safety Committee of the Nova Scotia Federation of Agriculture to plan a farm safety activity for children in the fall.

It was noted that the LGPI video showed cycling and cross-country skiing but that the Municipality of the County of King's Active Transportation Plan had essentially overlooked Grand Pré. It was suggested that the EMC could advocate for activities such as walking and cycling tours. The Board agreed to engage with the Municipality to advocate for greater

consideration for Grand Pré in the Municipality's Active Transportation Plan so as to support activities such as walking and cycling tours. reconsidered.

It was suggested that the action plan developed by the Dykelands awareness subcommittee of the EMC should be shared with the Board.

**MOTION:** That the Board approve the participation of LGPI at the CMA 2024 l'Échange.

Moved by Cally Jordan, seconded by Géraldine Arsenault

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

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

Moved by Neil Boucher, seconded by Beverly Boyd

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

#### **c) Finance and Audit (FAC)**

Emily Lutz, Chair of the FAC, presented the report of the Finance Audit Committee. The Board was informed that the provisional budget had been modified to include financial support for the extension of the Harvest Moon Trailway to Hortonville, as well as the review of the strategic plan. The budget has also made provisions for an anticipated increase in the costs of archaeological resource impact assessments to account for inflation.

**MOTION:** That the Board approve the modified 2024/2025 provisional budget.

Moved by Emily Lutz, seconded by Beverly Boyd

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

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

Moved by Neil Boucher, seconded by Cally Jordan

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

#### **d) Governance and Nominating (GNC)**

Cally Jordan, Chair of the GNC, presented the report of the Governance and Nominating Committee. The GNC noted the positive comments on the Director orientation program in November 2023. The GNC noted the draft process which it intends to follow to solicit interest in executive officer positions, particularly that of Chair of the Board given Beverly's stated intention to resign, and participation in standing committees. The Chair of the GNC encouraged Directors to consider the roles they would like to assume.

It was noted that the GNC is conducting an ongoing review of the corporate by-laws, policies, role descriptions, and terms of reference for standing committees and that the composition of the FAC and the Communications Policy, in particular, have not yet been discussed by the GNC. It was decided however to recommend that the AMM approve amendments to the by-laws in the interests of consistency and to clarify a few issues. It was suggested that the Code of Conduct should be revised and that a mechanism to deal with potential conflicts of interest for Directors, especially those constituency directors having fiduciary duties to other organizations. Those constituency director conflicts should only rarely arise but can be dealt with by a disclose and abstain from voting mechanism. The GNC also noted that the Board should consider the statement in the GNC report explaining the confusion in the mandate of the FAC between its oversight function as an audit committee and financial management activities. The Chair of the GNC said that the GNC would have liked the views of the current FAC Directors on this issue but that only the Chair of the FAC was present. The Board also agreed that it should address more formally the issue of repeated absenteeism of Directors at Board meetings and the effect which this has on quorum.

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

Moved by Emily Lutz, seconded by Neil Boucher

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

Short Break: 4:05 - 4:15 p.m.

#### **e) Technical and Advisory (TAC)**

Beverly Boyd, Chair of the TAC, presented the report of the Technical Advisory Committee. It was noted that Lyle Russell, Nova Scotia Department of Public Works (NSPW), had attended the last meeting of the TAC and had provided an overview of the Nova Scotia Dykeland System Upgrades Project (DSUP) which is a significant intervention in the Landscape. The Board was informed that a response letter had been received from the NSPW indicating that collaboration with the LGPI would continue through the TAC regarding DSUP. A six-month design window is anticipated with final design expected to be completed in November 2024.

The Board was informed that a subcommittee of the TAC is in the final process of revising and updating the archaeology strategy for the Landscape and it was suggested that the Education and Marketing Committee should be involved in promoting the significance of the archaeological heritage of the Landscape. It was noted that the archaeology strategy would be circulated for review by the provincial departments, Grand Pre Marsh Body, Parks Canada, Glooscap First Nation and Municipality of the County of Kings.

**MOTION:** That the Board approve an increase to the base costs of Phase one and two archaeological resource impact assessments (ARIAs) from \$2,500 to \$3,000.

Moved by Emily Lutz, seconded Cally Jordan

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

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

Moved by Neil Boucher, seconded by Emily Lutz

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

**9. Strategic planning and financial sustainability (15 min) - moved to May 10, 9:00 a.m.**

**10. RBC Dominion Securities**

Paul Lannan, Senior Portfolio Manager, provided a detailed overview of the performance of the investment portfolio for the year ending March 31, 2024. He noted that since inception of the investment fund by LGPI in December 2022, the investments had generated a return of 6.22% and for the past year, the return had been 8.03%, with an approximate average annual income of \$68,000 generated by fixed-income investments. It was noted that the investment strategy involves investing in progressive companies based on multiple criteria which have been developed over the years. The Chair thanked Mr. Lannan on behalf of the Board for the detailed presentation which was deemed very helpful.

**11. Order of the September AMM/Board meetings**

The Chair explained the current practice had been to schedule the AMM meetings following the September meeting of the Board. It was noted that as new Directors need to be elected by the membership and it was suggested that it would be impossible to give adequate notice of meeting to new directors.

It was suggested, on the other hand, that the best practice is for a Board meeting to immediately follow the AMM in order to appoint officers and deal with standing committee appointments. Also, having the two meetings on the same day would make it a more efficient use of time for Directors (one day commitment rather than a commitment over two days) and make it more convenient for Directors to attend both meetings. It was agreed that discussion regarding this matter would continue on May 10, 2024, at 9:00 a.m.

At 5:07 p.m. the Chair adjourned the meeting until at 9:00 a.m. on May 10, 2024.

The meeting resumed at 9:10 a.m. on May 10, 2024

**In attendance:**

Beverly Palmetter (Chair)

**Others:**

Claude DeGrâce, Executive Director (ED)

**Regrets:**

Mark Bannerman

Géraldine Arsenault  
Neil Boucher  
Beverly Boyd  
Cally Jordan  
Emily Lutz  
Cyrilda Poirier

René Gallant  
Marilyn Perkins

Discussion regarding the order of the September AMM and Board meeting continued.

Directors were invited to express their thoughts on the matter. It was noted that the current practice has advantages as new Directors can receive proper orientation before their first Board meeting. It was noted, however, that having the AMM before the scheduled Board meeting was usual procedure and that this practice had advantages for Directors as they can attend both the AMM and the Board meeting on the same day. It was also noted that it is important to have Directors attend the AMM as it permits member representatives to see the nominees they are electing as Directors. Also, Directors can learn from member representatives and answer questions from them. It was noted that there was a seven-week delay in 2023 between the AMM and the Board meeting which appointed officers and filled standing committee vacancies; some committees such as the GNC could not function during that period. It was also noted that newly elected Directors could waive notice of meeting in order for the Board meeting to immediately follow the AMM.

The Board was informed that different options had been explored in the past and that the current practice seemed to work best. It was suggested that the current practice would be maintained provided that a virtual meeting of the Board would be held within two weeks of the AMM in order to appoint officers and of standing committee members

### **9. Strategic planning and financial sustainability**

The Board briefly discussed the financial sustainability of the Corporation. It was noted that the strategic planning process which is getting underway will inform the financial resources required by LGPI to fulfil its mandate.

In terms of sustainability, the Board generally accepts the principle that the existing capital investments held by the Corporation should not be depleted and that withdrawals should be limited to revenue generated annually. The ED suggested that annual spending would need to be reduced substantially and rather than seeking a major capital increase through fundraising or government grants, it may prove to be more feasible to establish a base budget generated



by investment revenue and to explore the possibility of receiving annual grants from the federal, provincial and municipal governments.

## **12. Board calendars**

The ED presented the completed Board calendar for 2023/2024

**MOTION:** To receive the Board calendar as presented.

Moved by Neil Boucher, seconded by Emily Lutz

Motion carried unanimously; **Resolution 24BOD.May.10.01**

The Board reviewed the proposed Board calendar for 2024/2025.

**MOTION:** To receive the Board calendar for 2024/2025 as presented.

Moved by Cyrilda Poirier, seconded by Géraldine Arsenault

Motion carried unanimously; **Resolution 24BOD.May.10.02**

## **13. Set the dates for the next Board meetings**

It was confirmed that the next in-person meeting of the Board would be held on September 18, 2024, at 1:00 p.m. followed by the AMM on September 19 at 10:00 a.m.

The Board asked the ED to send a note to the Board to confirm the dates and times for the next Board meeting and AMM and to seek the Directors' availability for a virtual meeting on the mornings of October 2 or 3, 2024.

## **14. Round table**

As time allocated for the meeting had elapsed, there was no round table.

## **15. Adjournment**

Géraldine Arsenault moved that the meeting be adjourned at 10:00 a.m.

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Géraldine Arsenault  
Secretary