



Landscape of Grand Pré Inc. Board Meeting

9:00 a.m. September 8, 2022

Approved Minutes

Old Orchard Inn, Greenwich, Nova Scotia

**In attendance:**

Géraldine Arsenault

Gérald Boudreau

Anne Curry

Yvon Fontaine

Beverly Palmeter

Ernest Thibodeau

**Regrets**

Mark Bannerman

Emily Lutz

Marilyn Perkins

**Others**

Claude DeGrâce, Executive Director (ED)

Helen Woodward, Financial Support

Tami McEvoy, Administrative Support

**1. 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 at 9:05 a.m. having a quorum of directors in attendance.

**2. 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 meeting held on May 12, 2022
4. Actions arising from the minutes
5. Ratification of motions approved via email

6. Review the financial statements to July 31,2022

**6.b Partnerships with other organizations - Financial arrangements**

7. Standing committee reports

- a. Education and Marketing
- b. Executive Committee
- c. Finance and Audit
- d. Governance and Nominating
- e. Technical Advisory

8. Visitor experience concept and the sustainability of the Corporation.

9. Executive Director Report

**10. Director succession**

11. In-camera session

12. Board Calendar

13. Round Table

14. Set the dates for the next Board meetings

15. Adjournment

**MOTION:** To approve the agenda for the Board of Directors meeting as modified (in bold).

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; **Resolution 22BOD.Sept.08.001**

**3. Approval of the minutes of the meeting held on May 12, 2022**

**MOTION:** To approve the minutes of the May 12, 2022, Board of Directors meeting as presented.

Moved by Yvon Fontaine, seconded by Géraldine Arsenault

Motion carried; **Resolution 22BOD.Sept.08.002**

**4. Actions arising from the minutes**

The ED summarized actions resulting from the May 12, 2022, Board meeting.

a) Item 4. The Chair sent a letter to Mr. Andrew Murphy to thank him for his services to the Corporation.

b) Item 4. The ED sent a note to the directors to remind them to complete the self-assessment. It was noted that some self-assessments remain outstanding and suggested this matter be discussed further *in-camera*.

- c) Item 5. A newsletter was prepared and distributed in early June 2022. The newsletter has also been posted on the Corporation's website.
- d) Item 5. Invitations were sent to the Premier of Nova Scotia, Minister LeBlanc, Minister Dunn, Lieutenant Governor LeBlanc and the French Consul General as suggested. Invitations were also extended to member organizations.
- e) Item 6. The proposed modifications to the Memorandum of Understanding received from the Glooscap First Nation were shared with the Board and were included in the modified Memorandum of Understanding sent to the member organizations.
- f) Item 9. As the terms of office for Anne Curry, Beverly Palmetter and Marilyn Perkins would come to an end at the Annual Meeting of Members (AMM), the ED sent a note on May 20, 2022, to the Glooscap First Nation, the Grand Pré & Area Community Association and the Grand Pre Marsh Body requesting nominations for directors by August 15, 2022.
- g) Item 11. As the Board did not meet as planned around the time of the 10th anniversary of the Landscape, the visitor experience concept and the sustainability of the Corporation will be addressed during the September 8, 2022, Board meeting.

It was noted that the Honourable Arthur J. LeBlanc, Lieutenant Governor of Nova Scotia, had delivered an eloquent speech during the 10th anniversary celebrations and that LGPI should seek to obtain a copy of the speech. It was noted that the presence of His and Her Honours at the 10th anniversary elevated the significance of the event and their personal engagement with members of the local community was greatly appreciated.

**ACTION:** ED to request copy of His Honour's speech.

## **5. Ratification of motions approved via email**

The following two motions were approved by a vote via email by a majority of directors between August 25 and 29, 2022:

**MOTION:** That the Board approve the audited financial statements as presented by Kent & Duffett Chartered Professional Accountants for the year ending March 31, 2022.

Moved by Mark Bannerman, seconded by Géraldine Arsenault

Motion carried; **Resolution 22BOD.Sept.08.003**

**MOTION:** That the Board recommend at the Annual Members Meeting Kent & Duffett Chartered Professional Accountants as the auditors for Landscape of Grand Pré Inc. for 2022/2023.

Moved by Mark Bannerman, seconded by Géraldine Arsenault

Motion carried; **Resolution 22BOD.Sept.08.004**

The Board discussed the transfer of funds from the Funding Trust to LGPI which needs to be completed by the end of November 2022. The Board agreed that the Corporation would leave the account with RBC Dominion Securities Inc. for at least 6 months following the transfer. It was suggested that a copy of the Corporation's investment policy should be provided to RBC Dominion Securities Inc.

The Board discussed the recruitment of an additional member for the Finance and Audit Committee and it was suggested that a suitably qualified person should be recruited in the forthcoming months. The Board would welcome recommendations from the GNC.

## **6. Review the financial statements to July 31, 2022**

Helen Woodward presented the financial statements.

The Board agreed to keep assets with a zero-value showing on the balance sheet for informational purposes.

The Chair requested that travel expenses for standing committee members should be recorded under Board expenses and not Communications and Marketing.

### **6.b Partnerships with other organizations - Financial arrangements**

The Board noted the importance of best practices and diligent procedures when partnering with member organizations for funding applications. It was suggested that an agreement to describe the responsibilities of each party would need to be in place before proceeding with a partnership. Parks Canada has templates which could be used as models for agreements.

The ED confirmed that grant applications normally include in kind services.

**ACTION:** Géraldine Arsenault to provide templates of contractual agreements to the ED.

**Coffee Break - 10:00 a.m. - 10:10 a.m.**

## **7. Standing committee reports**

### **a. Education and Marketing**

A nil report was recorded as this standing committee had not met since the last meeting of the Board.

### **b. Executive Committee**

A nil report was recorded as this standing committee had not met since the last meeting of the Board.

### **c. Finance and Audit**

The Chair presented the Finance and Audit Committee (FAC) report on behalf of Emily Lutz, committee chair.

The committee met with Kent & Duffett Chartered Professional Accountants on August 25, 2022, regarding the 2021/2022 financials. The accountant once again commended the quality of Helen Woodward's work as Financial Support Contractor and praised the LGPI for the thorough presentation of the financials.

The Chair asked that the ratified email motions from the report be added to the minutes: See number 5 above.

**MOTION:** That the Board receive the financial statements to July 31, 2022.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; **Resolution 22BOD.Sept.08.005**

**MOTION:** That the Board approve the investment policy for the Corporation.

Moved by Yvon Fontaine, seconded by Gérald Boudreau

Motion carried; **Resolution 22BOD.Sept.08.006**

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

Moved by Ernest Thibodeau, seconded by Anne Curry

Motion carried; **Resolution 22BOD.Sept.08.007**

**ACTION:** ED to remove the word “Draft” from the investment policy.

**ACTION:** Tami McEvoy to establish a password protected area on Sync so that directors can review documents.

#### **d. Governance and Nominating**

Presented by Gérald Boudreau, Chair, Governance and Nominating Committee (GNC).

The GNC held one meeting on May 19, 2022. The GNC recommends the approval by the Board of the following documents:

- a) Orientation for member organizations and member representatives;
- b) Orientation for new directors of the Board;
- c) Orientation for standing committee members.

The GNC has also suggested that a brief workshop be provided during the upcoming Annual Meeting of Members to review the orientation document for member organizations and member representatives.

The GNC will be considering potential candidates for the recruitment of a new director for the Board.

The Committee noted that new policies and terms of reference would continue to be the responsibility of the GNC, but that amendments to these documents could be recommended to the Board by the standing committees. It was noted that standing committees should be able to recommend new committee members directly to the Board. The GNC agreed to review the terms of reference for the Governance and Nominating Committee at an upcoming meeting.

**MOTION:** To approve the “Orientation for member organizations and member representatives” as recommended by the GNC.

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; **Resolution 22BOD.Sept.08.008**

**MOTION:** To approve the “Orientation for new directors of the Board” as recommended by the GNC.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; **Resolution 22BOD.Sept.08.009**

**MOTION:** To approve the “Orientation for standing committee members” as recommended by the GNC.

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; **Resolution 22BOD.Sept.08.010**

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

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; **Resolution 22BOD.Sept.08.011**

#### **e. Technical Advisory**

Anne Curry, Chair of the Technical Advisory Committee (TAC), explained that there were no standing committee meetings since the last meeting of the Board as scheduled TAC meetings had to be cancelled because of a lack of quorum.

The Chair thanked Anne Curry on behalf of the Board for her many valuable contributions to the Corporation over several years and expressed that her devotion to the organization has been greatly appreciated. The Chair wished Anne success and happiness in her future projects.

#### **8. Visitor experience concept and the sustainability of the Corporation.**

**Visitor experience concept** - The ED presented a report regarding the visitor experience concept for the Landscape and the sustainability for the Corporation. The ED noted that an advisory group had been created to work with the consultants in order to find a way forward for creating a visitor experience to convey the Outstanding Universal Value (OUV) of the Landscape of Grand Pré WHS. The advisory group was comprised of eight (8) people and held two meetings (May 16 and 26, 2022) to review the visitor experience concept report and consider options to move forward.

Following the first meeting of the advisor group, the ED contacted Parks Canada to discuss the possible implications of a suggestion to build an interpretive facility for the Landscape on the Parks Canada owned land (former apple warehouse) across from the existing visitor centre.

Géraldine Arsenault, Field Unit Manager for Parks Canada’s Northern NB Field Unit, informed the ED on May 25 that Parks Canada was in the process of developing a new management plan for Grand-Pré National Historic Site and the Agency would be open to exploring the possibility of expanding the visitor centre in order to present the OUV of the Landscape. The ED was also informed that Parks Canada would be open to considering the construction of a new building,

possibly inspired by the old railway station, as suggested in the final report of the visitor experience concept. This information was shared with the advisory group on May 26 and received considerable support.

On June 16, 2022, community members were invited to attend an open house at the Horton Community Centre in Grand Pré in order to provide input regarding the options being considered for the visitor experience concept. A total of sixteen (16) people participated in the open house. The most notable comments included:

- There is little support for further development of the View Park, although improved interpretive signage, a peace circle, washrooms/water station and an expanded community park merit additional consideration;
- The participants in the public engagement process did not support the development of a new building/interpretive centre to convey the OUV at the View Park or at another location in the Landscape;
- The participants expressed support for exploring the expansion of the existing Grand-Pré National Historic Site visitor centre in order to convey the OUV and to also help connect and orient people to other locations within the Landscape;

It was suggested that the EMC consider a proposal to install additional signs directing people to the View Park from Highway 1 (from both the eastern and western directions).

It was noted that the confusion that exists between the Landscape and the National Historic Site might be caused by the large Parks Canada sign located at the View Park.

The ED informed the Board that he had met with the Société Nationale de l'Acadie and that while the development of a visitor experience for conveying the Outstanding Universal Value of the Landscape involves multiple partners, it had been suggested that a dialogue must continue between the Acadian community, Landscape of Grand-Pré Inc. and Parks Canada regarding the role, if any, of Grand-Pré National Historic Site in this initiative.

Géraldine Arsenault confirmed that Parks Canada is willing to explore initiatives that better present the Landscape at the existing Grand Pré National Historic Site visitor centre. Parks Canada has also agreed to explore the development of a structure along the railway that could serve a multi-use space including interpretation as well as the facilities for the oTENTiKs.

**Sustainability of the corporation** - The Chair opened the discussion regarding the sustainability of the Corporation.



As previously discussed, the ED noted that a fundraising campaign would need to be articulated around a substantial project such as a building or structure and not simply the operational requirements of the Corporation.

It was suggested that the EMC discuss enhanced promotion of the LGPI immediately. It was suggested that a marketing plan should be developed and that the Corporation should consider hiring a marketing expert. It was also suggested that a tourism executive should be recruited for the Education and Marketing Committee.

The Board agreed that the EMC could form a subcommittee to focus exclusively on the promotion of the Landscape.

The Board questioned the viability of a fundraising campaign and suggested that the Corporation should explore the renewal of funding from the Province of Nova Scotia. It was agreed that the ED would contact the province to initiate discussions regarding this matter.

**ACTION** - ED to include the sustainability of the Corporation on the agenda for the next Board meeting.

## **9. Executive Director Report**

Presented by the Executive Director (ED) of the LGPI, Claude DeGrâce.

The Board noted that the OUV approved by the World Heritage Committee was more limited in scope than had been suggested by Nomination Grand Pré. It was suggested that the Corporation would promote the Landscape as a whole; including the living agricultural landscape, the role of the Marsh Body, and the significance of the iconic place of remembrance for the Acadian diaspora.

### **10th and 100th anniversary celebrations**

The 10th anniversary celebrations were well attended especially by residents of the local community. There was a large turnout for the BBQ and for the ceremony at the View Park. On July 1, Kings-Hants MP Kody Blois joined farmers for a conversation about the importance of agriculture in the Landscape of Grand Pré.

The Corporation was pleased to sponsor a well-attended concert by Sirène et Matelot (Lennie Gallant and Patricia Richard) at Grand-Pré National Historic Site on July 31, 2022, as part of the

activities celebrating the 100th anniversary of the Memorial Church. It was noted that these celebrations were made possible thanks to the financial support of the Government of Canada, the Province of Nova Scotia and the Municipality of the County of Kings.

### **Proposal for updating the Corporation's strategic plan**

The Corporation has been approached by Glyn Bissix, PhD Professor, Department of Community Development & Environmental and Sustainability Studies Program at Acadia University, seeking the participation of the LGPI in the University's Community Strategic Planning course. The ED will explore the possibility of moving forward with this project which would result in the review and updating of the Corporation's Strategic Plan.

### **Correspondence**

The Chair sent a letter to Andrew Murphy to thank him for his services as a director of the Board and Chair of the Finance and Audit Committee.

The Corporation received a letter from ACOA indicating that the project for the development of a visitor experience concept and feasibility study was complete and the project file has been closed.

### **Media and public relations**

The ED gave a 9-minute interview to Radio-Canada Le Réveil – Nouvelle-Écosse regarding the 10th anniversary of the Landscape.

The ED also helped produce a one-minute video regarding the 10th anniversary. In collaboration with Parks Canada, LGPI produced material for a video that the federal agency is producing to celebrate the 50th anniversary of the World Heritage Convention.

On July 14th, the ED spent the morning with a film crew contracted by the Nova Scotia Department of Agriculture to produce a video on the dykelands for the *Agriculture in the Classroom* program.

### **Operational Plan**

The ED reported on several actions in connection with the Operational Plan.

**MOTION:** That the ED work with Parks Canada and the Education and Marketing Committee in developing a plan for moving forward regarding the next phases of the visitor experience concept, including an enhanced promotional plan of the Landscape.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; **Resolution 22BOD.Sept.08.012**

**MOTION:** That the ED continue to work with Acadia University's Community Development Program to explore, with the Executive Committee, the possibility of moving forward with a project which would result in the review and updating of the LGPI strategic plan.

Moved by Gérald Boudreau, seconded by Anne Curry

Motion carried; **Resolution 22BOD.Sept.08.013**

**MOTION:** To receive the report of the Executive Director as discussed.

Moved by Gérald Boudreau, seconded by Ernest Thibodeau

Motion carried; **Resolution 22BOD.Sept.08.014**

**Lunch break 12:00 - 12:35**

## **10. Director succession**

The Chair spoke about the best practices regarding the succession of new directors to the Board (especially when the director leaving is a member of many committees). The Chair noted that there were three directors up for renewal at the upcoming Annual Members Meeting: Beverly Palmeter, Anne Curry and Marilyn Perkins.

As the term of the director holding the office of chair of the Board will need to be renewed at the Annual Meeting of Members, a discussion followed regarding the procedure for electing the Chair and the other officers of the Board. It was agreed that Gérald Boudreau, as Vice-Chair of the Board, would call for a meeting of the Board to elect its officers.

**MOTION:** That a virtual meeting of the Board be held within two weeks for the purpose of electing the officers of the Board, appointing director representatives on standing committees and appointing bank signing officers.

Moved by Gérald Boudreau, seconded by Yvon Fontaine

Motion carried; **Resolution 22BOD.Sept.08.015**

## **11. In-camera session**

**MOTION:** To continue the meeting *in-camera* at 1:06 p.m.  
Moved by Ernest Thibodeau, seconded by Géraldine Arsenault  
Motion carried; **Resolution 22BOD.Sept.08.016**

**MOTION:** To continue the meeting out of *in-camera* at 1:32 p.m.  
Moved by Gérald Boudreau, seconded by Anne Curry  
Motion carried; **Resolution 22BOD.Sept.08.017**

**MOTION:** That the Board accept Glooscap First Nation's request for the Corporation to participate in promotional activities regarding an upcoming Mawio'mi to be held at the Horton High School.  
Moved by Ernest Thibodeau, seconded by Yvon Fontaine  
Motion carried; **Resolution 22BOD.Sept.08.018**

**MOTION:** That the Executive Committee be authorized on behalf of LGPI to enter into an agreement for the transfer of funds from the Grand Pré UNESCO World Heritage Site Funding Trust to Landscape of Grand Pré Incorporated.  
Moved by Yvon Fontaine, seconded by Géraldine Arsenault  
Motion carried; **Resolution 22BOD.Sept.08.019**

**12. Board Calendar** (tabled until the next meeting of the Board)

**13. Round Table** (tabled until the next meeting of the Board)

**14. Set the dates for the next Board meetings** (tabled until the next meeting of the Board which will be held virtually within the next two weeks)

## **15. Adjournment**

**MOTION:** To adjourn the Board of Directors meeting at 1:40 p.m.  
Moved by Anne Curry, seconded by Gérald Boudreau  
Motion carried; **Resolution 22BOD.Sept.08.020**

Approved by the Board: **Resolution 22BOD.Nov.30.002**

Signed by: \_\_\_\_\_  
Géraldine Arsenault, Secretary