



## Advisory Board Meeting/ *Réunion du comité consultatif* NOTES

March 3<sup>rd</sup>, 2011/ 3 mars 2011

Grand-Pré national historic site of Canada /  
*Lieu historique national du Canada de Grand-Pré*

1 pm – 3 pm / 13 h à 15 h

Chair/ *Président de session*: Peter Hebin

Present:

- Voting Member: Peter Herbin, Gerald Boudreau, Robert Palmetter (Marshbody), Beth Keech (Kings Hants Heritage Connection), Stan Surette (SPGP), Mike Ennis (Kings County Councillor), Jim Lacey (Kings RDA), Hanspeter Stutz (Community Rep), Susan Cargill (DSWN-Alternate)
- Ex- Officio: Paul Richards (ACOA), Robert Sheldon (Parks Canada), Neal Conrad (NSERDT)
- Project Manager: Christophe Rivet (Project manager)
- Secretary/Resource: Marianne Gates (Kings RDA)
- Alternates: Victor Tetrault

Absent:

Greg Young (EKCC), Barb Kaiser (Community Rep), Dawn Sutherland (Resource/Municipality of the County Kings Planning Department), Bill Greenlaw (NSCCH), Vaughn Madden (Acadian Affairs)

1. Welcome / *Mots de bienvenue*

The meeting was called to order at 1:05 by chair Peter

2. Approve agenda / *Approbation de l'ordre du jour*

Approved by consensus

3. Approve minutes from previous meetings / *Approbation des notes de la réunion précédente*

Notes were circulated. The following changes were suggested:

- Robert Sheldon Was not at the January meeting- Geraldine Arsenault represented PC
- 4 g-correction to archaeological review

Approved by consensus with corrections

July 8 notes- Barb Kaiser sent written request requested page 4f- change "not read" to "not read in full"

Approved by consensus with correction

Beth- same page –change "no minutes or notes" to "no minutes or attendance".

Approved by consensus with correction

#### 4. *Nomination updates*

- *Christophe* received an email this morning from WHC. They confirmed unofficially that the nomination is complete. The review will proceed and we will hear about evaluation mission next (hopefully by the end of May).

#### 5. For discussion and approval / *Pour discussion et approbation:*

##### a. Memo – scoping document on Board policies to be developed / *Note – Document d'analyse sur les politiques du comité*

- *Christophe* circulated report and members read the document
- Transition period- governance and stakeholder relations key aspects

Approved by consensus to review

##### b. Policy on record of Board meetings / *Politique sur la préparation des comptes rendu des réunions du comité*

- *Marianne* circulated Note Taking Policy and members were given opportunity to read

Approved by consensus to adopt

##### c. Memo – Review of Board Terms of Reference / *Note – Révision des termes de référence du comité*

- *Christophe* circulated report
- Recommendation to review and bring to next meeting

Approved by consensus to review

##### d. Memo – setup of interim technical advisory committees / *Note – mise en place de comités consultatifs techniques intérimaires*

- *Christophe* circulated report - MOU had two committees included- suggestion that these committees be set up in advance as interim committees to build capacity and partnerships
- *Gerald*- add SNA to both committees
- Interim chair be selected by committee at first meeting
- Note: Terms of Reference of stewardship board will be followed. These specifically indicate:
  - that expenses must be assumed by the represented organizations and;
  - the language will be English

Recommendation to approve formation of the two interim committees:

Approved by consensus with noted suggestions

##### e. Draft programme of April event / *Ébauche de programme de l'événement d'avril*

*Christophe* circulated report

- April 15 and 16
- Sub themes of water heritage

Recommendation to approve these sub themes and general direction

Approved by consensus

##### f. Review of Board agenda items / *Révision de la structure de l'ordre du jour du comité*

- Contact EKCC, Chief Shirley Clarke regarding attendance
- Board need to shift direct ion to maintenance and protection of the site

Examples:

- Marsh body- need help to access funds for maintenance- report at board and other could help
- SPGP- to make board aware of promotion work
- Topics need to pertain to the nominated site.
- Contact all board members to ask if they have agenda items; add interim committee reports to agenda and; add member's round table to the agenda.

6. For information / *Pour information* :

a. Financial and administrative report / *Rapport financier et administrative*

Marianne circulated report

New budget next meeting- no changes in amounts but adjustment to reflect priorities

b. Project manager's and progress reports / *Rapports d'étape et du directeur de projet*

-Report circulated

c. Project manager's work schedule / *Emploi du temps du directeur de projet*

- Report circulated

d. Land Project update-Robert Sheldon

- The Project to purchase the house received support from locals, Acadians, and international representatives. It is not done deal but coming along.
- Thanks to the local committee and many donors
- Details will be communicated to Nomination Grand Pre
- The legacy design is moving ahead and will be on PC land either way and still plans to be complete in 2011.

7. Correspondence / *Correspondance*

a. Response to Mrs. Blanchard / *Réponse à Mme Blanchard*

Response letter circulated

Gerald explained that in the January 29 email (4<sup>th</sup> paragraph) that he declined the request for quick word as the meeting was running late due to signing event. There was no time as it was already after 11:00 the time the meeting was scheduled to start.

Response approved by consensus

b. Maggie Keppie

Gerald's response was circulated.

There were no comments from the board members.

8. Other business / *Autres affaires*

Advisory Board members not attending will be contacted.

9. Open floor (time limited by chair)/ *Plénière (temps limité par le président de session)*

- Naomi Blanchard: regarding the decision to give board a copy, suggested the board explore paper version and also to sell the dossier- Joggins was available to public after designation (paper copy \$12.00) Also asked about the stewardship board composition. Christophe responded that the board composition does not change.

- Cora Mae Morse asked about board governance training for stewardship board. Christophe indicated that all MOU signees will be involved in any board training prior to designation.

10. Next meeting / *Prochaine réunion*

June 2 at 1:00

August 4 (full day) prepare for mission which will possibly be the last week August, 1<sup>st</sup> week of September

11. Adjournment / *Levée de séance*

2:50pm