



Advisory Board Meeting/ *Réunion du comité consultatif*

Agenda / *Ordre du jour*

January 14, 2010/ 14 janvier 2010

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*: Gérald C. Boudreau

1. Welcome / *Mots de bienvenue*
2. Approve agenda / *Approbation de l'ordre du jour*
3. Approve minutes from previous meetings / *Approbation des notes de la réunion précédente*
4. Presentation on the draft management plan for Grand-Pré National Historic Site of Canada / *Présentation de l'ébauche du plan directeur du lieu historique national du Canada de Grand-Pré*
5. Presentation on our accomplishments and work ahead / *Présentation sur le parcours accomplis et les prochaines étapes*
6. For discussion and approval / *Pour discussion et approbation*:
 - a. Budget update and review / *Mise à jour et révision du budget*
 - b. Timeline update and review / *Mise à jour et révision de l'échéancier*
 - c. Team adjustments / *Modifications de l'équipe*
 - d. Archaeological report / *Rapport d'archéologie*
 - e. Comparative study working group spending / *Coûts du groupe de travail sur l'étude comparative*
 - f. April event / *Événement du mois d'avril*
 - g. Engaging Advisory Board / *Participation active du comité consultatif*
7. For information / *Pour information* :
 - a. Financial and administrative report / *rapport financier et administratif*
 - b. Community engagement and planning report / *rapport sur la participation communautaire et la planification*
 - c. Travel Report St.Louis MO / *Rapport de voyage : Saint Louis, Missouri*
 - d. Project manager's and progress reports / *rapports d'étape et du directeur de projet*
8. Correspondance
 - a. Parks Canada support of Project Manager / *Appui de Parcs Canada pour le directeur de projet*
 - b. Financial support from the Conseil de développement économique de la Nouvelle-Écosse / *Appui financier du Conseil de développement économique de la Nouvelle-Écosse*
 - c. Financial support from the Société nationale de l'Acadie / *Appui financier de la Société nationale de l'Acadie*
 - d. Department of Agriculture / *Ministère de l'agriculture*

e. Department of Tourism, Culture, and Heritage / Ministère du Tourisme, de la culture, et du patrimoine

9. Other business / *Autres affaires*

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

11. Next meeting / *Prochaine réunion*

12. Adjournment / *Levée de séance*



Advisory Board Meeting/ *Réunion du comité consultatif* Agenda / *Ordre du jour*

November 5, 2009

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 Herbin

Voting Members Present

Peter Herbin (Co-chair)	Community Member and Co-chair
Gerald Boudreau (Co-chair)	Société nationale de l'Acadie (SNA)
Jim Laceby	Kings Regional Development Agency
Stan Surette	Société promotion Grand-Pré (SPGP)
Beth Keech	Kings Hants Heritage Connection
Hanspeter Stutz	Community Member at large
Barbara Kaiser	Community Member at large
Robert Palmeter	Grand Pre Marsh Body
Liz Morine	Destination Southwest Nova Scotia

Ex-Officio Members Present

Mary Jo MacKay	NS Department of Tourism, Culture and Heritage
----------------	------------------------------------------------

Alternate Members Present

Victor Tetrault	Société promotion Grand-Pré (SPGP)
Louise Watson	Nova Scotia Economic Development

Resource Members Present

Chrystal Fuller	Municipality of Kings County- Planner
Marianne Gates	Kings Regional Development Agency

Voting Members Absent

Greg Young	Eastern Kings Chamber of Commerce
Mike Ennis	Municipality of Kings County
Chief Shirley Clarke	Glooscap First Nation

Other Members Absent

Claude DeGrace	Parks Canada
Vaughne Madden	NS Office of Acadian Affairs(OAA)
Brian Banks	Atlantic Canada Opportunities Agency (ACOA)
Bill Greenlaw	NS Department of Tourism, Culture and Heritage
Christophe Rivet	Parks Canada
Neal Conrad	Nova Scotia Economic Development

1. Welcome / *Mots de bienvenue*
Peter called the meeting to order at 1:05
Special thanks were extended to Erin Beaudin for her time on the Advisory Board.
2. Approve agenda / *Approbation de l'ordre du jour*
The agenda was approved with the following additions:
8b. In camera board session
3. Approve minutes from previous meetings / *Approbation des notes de la réunion précédente*
Approved as circulated.
4. Presentation of Designation Impact Study / *Présentation de l'étude sur l'impact d'une désignation*
This is better known as the "Tax Study". The consultant, Bruce Roberts from KELCO Consulting was unable to attend due to illness. The report was circulated and highlighted by Chrystal.
5. For discussion and approval / *Pour discussion et approbation*:
 - a. Recommendation on governance / *recommandation sur la gouvernance*
The report was circulated with the agenda and highlighted Chrystal.
 - b. Recommendation on RFP outcome / *recommandation sur le résultat de l'appel d'offre*
Marianne circulated and highlighted a report recommending the selection of a consultant

DECISION:
By consensus, the Advisory Board agrees to contract "hockin cronin and associates" to complete the Tourism and Interpretation Strategy for \$29, 600 plus HST.
6. For information / *Pour information* :
 - a. Financial and administrative report / *rapport financier et administrative*
The financial statements were circulated with the agenda and highlighted by Marianne
 - b. Project manager and Progress reports / *rapports d'étape et du directeur de projet*
These reports were circulated with the agenda. Any questions can be forwarded to Christophe via email.
 - c. Report on archaeological activities (tabled in November and discussion in January) / *Rapport sur les activités archéologiques (dépôt en Novembre et discussion en Janvier 2010)*
The report was circulated with the agenda and highlighted by Chrystal.
 - d. Contributions from Acadian associations / *contributions des associations acadiennes*
Gerald indicated that several Acadian groups were planning to contribute financially to the project to assist with communications to the Acadian community.
 - e. New Board Member / *Nouveau membre du comité consultatif*
A letter was read from the Kings RDA to appoint Jim Laceby as the Advisory Board representative with alternate, Hugh Simpson. Kings RDA staff will continue to serve in a resource capacity to the Board.
7. Other business / *Autres affaires*
None
8. Open floor (time limited by chair) / *Plénière (temps limité par le président de session)*
Five observers were present.

8b. In camera board session to discuss staffing issues

9. Next meeting / *Prochaine réunion*

January 14, 2010

March 4, 2010

10. Adjournment / *Levée de séance*

The meeting was adjourned at 3:15



Budget update and review

January 2010

To: Advisory Board

From: Christophe Rivet, Project Manager

Date: January 14th 2010

Background

The project has focused on delivering a nomination proposal to UNESCO in February 2011. This identifies 2010 as 'the last stretch' in the project.

The project will focus on maintaining support, delivering the legacy project, preparing the nomination proposal, and securing commitments.

In light of this new phase, a review of the budget is required. This review takes into account donations from individuals and organisations, current priorities, need for contingency fund, and risk of further work resulting from the review process. Finally, the review takes into considerations activities and objectives that will take place between January 2010 and February 1st 2011, as well as those after that date up until the expected date of decision by the World Heritage Committee in June 2012.

Budget overview

Cash budget	\$ 532 697
Spent cash	\$ 269 222,38
Balance cash	\$ 263 474,62
In kind budget	\$ 778 425
Spent in kind	\$ 767 717,25
Balance in kind	\$ 131 486,75 <i>(balance is based on amount per type of contribution originally committed. Many in-kind contributions for certain activities have exceeded what was originally committed, eg. Website design was originally forecasted as an in-kind contribution of \$ 5,000. The actual contribution was \$ 8,700)</i>
Unspent OR little spent budget lines	<ul style="list-style-type: none"> • Translation contractor • International brochures • Cartography • Air Photos • Comparative Analysis • Permanent display • Meeting documents • Graphic design contractor • Editing • Printing

	<ul style="list-style-type: none"> • Maps production • Interpretation and Presentation supports • Professional services including Paris delivery • Site visit • Conference and events
Critically low budget lines	<ul style="list-style-type: none"> • Sub-committee meetings • Background research for management plan • Board of Directors • Contingency • Site visit
Costs not budgeted for	<ul style="list-style-type: none"> • UNESCO reviews outcome • Attendance at World Heritage Committee meeting

Overview of Expenses since 2007 and Analysis

The budget was initially forecasted for a two year project that began in 2008 and would have ended in 2010. That budget was extended for a year with no additional resources.

Cash was spent in primarily on research and expertise, with project administration representing the second largest expenditure. Half of the budget for communication was spent and about a quarter of the stakeholder relations budget was used.

In-kind contributions were spent primarily on research and expertise, project administration, communications, and stakeholder relations. In all those cases, contributions exceeded original estimates.

Some staffing decisions were not as successful as anticipated. This was the due, in part, to an inaccurate assessment of needs at the onset resulting in not having enough funds to afford the staff support required. Corrective actions were taken within our means. However, this led to some delays and have not always been successful.

The pattern of cash investments and use of in-kind resources reflects the progression of the project, which has focused primarily on carrying out the research and stakeholder engagement necessary in the first phase of a nomination proposal. Most of the unspent cash is associated with the actual preparation of the nomination proposal which is the main activity that will occur in the next 18 months. While the money spent to date represents about a third of total budget all of it is committed to later stages in the process, the biggest expenses being tied to the preparation of nomination proposal.

Some budget lines have insufficient funds which may have an impact on the project flow. Of particular concern is the contingency fund. Advisory Board operations budget is low but an estimate of expenses based on forecasted number of meetings and costs suggests enough funds to cover those expenses.

In-kind contributions have exceeded what was forecasted. Most partner organisations have contributed more than what they had committed to. The in-kind contribution from non-governmental organisations has been tremendous with community members, local residents, and other volunteers participating actively in working groups, events, boards, and committees at a level that is extremely significant. These contributions have been key to the progress and support achieved to date.

Support for project until 2012

Major steps between January 2010 and June 2012

The following outlines the main steps between now and June 2012. June 2012 is the expected date of decision by the UNESCO World Heritage Committee at its annual meeting, based on a progression with no major stumbling blocks and

no delays. For additional details, please refer to the detailed timeline in report titled Timeline update and review submitted on January 14th 2010 to the Advisory Board.

2010	March	<ul style="list-style-type: none"> • <i>Progress review with the Canadian delegation</i>
	April	<ul style="list-style-type: none"> • <i>Management Plan</i>
	July	<ul style="list-style-type: none"> • Draft nomination proposal
	August	<ul style="list-style-type: none"> • <i>Review by the Canadian delegation</i>
	September	<ul style="list-style-type: none"> • Review by UNESCO World Heritage Centre
	October	<ul style="list-style-type: none"> • <i>Incorporate comments</i> • <i>Agreements for future governance</i>
	December	<ul style="list-style-type: none"> • <i>Final draft of nomination proposal</i>
2011	January	<ul style="list-style-type: none"> • Sign off by authorities
	February	<ul style="list-style-type: none"> • Completed nomination proposal sent to UNESCO by February 1st
	March - October	<ul style="list-style-type: none"> • <i>Review by World Heritage site experts</i> • <i>World Heritage experts site visit</i>
2012	June	<ul style="list-style-type: none"> • Decision by UNESCO's World Heritage Committee

Risk Assessment

The following is a summarized risk assessment for the next phase of the project:

- ***Incomplete management plan:*** there are currently three parallel processes underway to address management issues which are reflected in the management plan for the proposed site. The municipal process is underway with slow progress being made. The management plan for the national historic site is entering the draft form with Aboriginal consultation expected to begin in January. The provincial policies are being addressed in certain departments. Discussions have not occurred with others. The overall management plan is progressing in key areas of condition assessment and risk preparedness. Main challenges are to complete the management plan for the national historic site, confirm municipal commitment to protect key aspects of the site, confirm provincial policies on key matters under provincial authority, agree on a risk preparedness strategy between federal, provincial, and municipal authorities, and agree on future governance of the site.
- ***Incomplete nomination proposal:*** different components of the nomination proposal are underway. Highest risk is on project manager being distracted from focusing on the nomination proposal and management plan being complete. Other aspects cannot be assessed at this point.
- ***Support from stakeholders:*** Acadian support is positive. Local residents continue to be engaged. Key concerns have been addressed by the project. Other stakeholders continue to demonstrate/indicate support for the project. There is no perceived risk of overwhelming opposition.
- ***Lack of governance structure:*** there is no governance structure for the proposed site. However, Advisory Board has agreed in principle on a structure. A governance structure needs to be agreed upon between the different authorities and key stakeholders to demonstrate coordination, collaboration, and commitment to protection.
- ***Review by Canadian delegation identifies significant challenges:*** the Canadian delegation has been engaged throughout the process and the project will continue to do so. The Canadian delegation approves the draft and forwards it to UNESCO. The consequences of significant challenges being assessed through the course of that review can range from additional data collection, to proposal that does not meet expectations. Delays, from moderate to significant can result from that review. Risks cannot be assessed at this point.
- ***Review by UNESCO World Heritage Centre identifies significant challenges:*** this is the informal review in September. It is meant to determine whether the nomination proposal is complete and whether it meets the requirements. The consequences of significant challenges being assessed in the course of that review can range from additional data collection, to proposal that does not meet standards. Delays, from moderate to significant can result from that review. Risks cannot be assessed at this point.
- ***Review by international experts identifies significant challenges:*** this follows the submission in February 2011. The consequences of significant challenges being assessed in the course of that review can range from

additional data collection, to proposal that does not meet standards. Delays, from moderate to significant can result from that review. Risks cannot be assessed at this point.

Risk Mitigation with Budgetary Implications

The main mitigation measures are summarized as follows:

1. Maintain research and analysis capacity: this is principally to maintain adequate capacity to respond to the outcome of the reviews. Currently, most of these resources were spent as part of the build up phase. Maintain capacity can help address risks of delays.
2. Continue stakeholder engagement: continued communication, awareness-raising about the project, and active engagement of stakeholders in the process up until the nomination proposal can help mitigate risks of delays and risks of not meeting UNESCO expectations.
3. Maintain key partnerships, including project leadership and staff: maintaining the partnerships that allow the pooling of resources in project administration and management, expertise, and engagement are key to delivering a timely and quality document to UNESCO.

Proposed Budget Changes

The following outlines the proposed budget changes:

	Current	Proposed (January 2010 – June 2012)	Change
Cash budget	\$ 310 671,14	\$ 457 671,14	+ \$ 147 000,00
In kind budget	\$ 131 486,75	\$ 549 848,75	+ \$ 411 662,00
Budget sections affected			
	Current	Proposed (January 2010 – June 2012)	Change
Communications and Public Relations	\$14 351 (cash)	\$ 15 851 (cash)	+ \$1 500,00 (cash)
	\$25 428,75 (in-kind)	\$51 109,75 (in-kind)	+ \$25 681,00 (in-kind)
Research and Expertise	\$69 165,43 (cash)	\$84 165,43 (cash)	+ \$15 000,00 (cash)
	\$59 920,00 (in-kind)	\$178 920,00 (in-kind)	+ \$119 000,00 (in-kind)
Consultation and Stakeholder Relations	\$9 813,18 (cash)	\$14 313,18 (cash)	+ \$4 500,00 (cash)
	\$10 000,00 (in-kind)	\$62 481,00 (in-kind)	+ \$52 481,00 (in-kind)
Nomination Proposal: Production and Follow Up	\$158 307,83 (cash)	\$183 070,83 (cash)	+ \$25 000,00 (cash)
	\$28 838,00 (in-kind)	\$48 838,00 (in-kind)	+ \$20 000,00 (in-kind)
Project Administration	\$34 601,34 (cash)	\$100 601,34 (cash)	+ \$66 000,00 (cash)
	\$14 000,00 (in-kind)	\$208 500,00 (in-kind)	+ \$194 500,00 (in-kind)
Contingency	\$ 24 432 (cash)	\$ 59 432 (cash)	+ \$ 35,000 (cash)
HST	\$ 6 894,52 (cash)	\$ 6 894,52	
TOTAL (CASH)	\$ 310 671,14	\$ 457 671,14	+ \$ 147 000 (cash)
Acadian donations			- \$ 22 658
NEW FUNDS			+ \$ 124 342

Analysis

To respond to the needs and risks of this phase of the project, the requested increase in budget and in-kind contributions would assist in:

- Acquiring additional resources: a project coordinator, an assistant for the project manager, and support for communication;

- Securing expertise: historians, support for management plan related issues, other;
- Support the UNESCO review process: site visit from experts. Typically, this involves welcoming and providing support to the experts during their stay;
- Support the presence of the project at the World Heritage Committee meeting: members of the project need to be present to coordinate responses to issues as well as media relations together with the Canadian delegation.

The request for additional funds reflects the needs minus donations recently committed but not yet used by the project. These donations are deducted from the project's needs to identify the exact request for additional funds.

Source of New Resources

The request for additional resources targets:

- Parks Canada: expertise;
- ACOA: financial support;
- NS Economic Development: financial support;
- Provincial departments: expertise;
- Municipality of the County of Kings: planning expertise;
- Société Promotion Grand-Pré: in-kind support for Board of Director's operations and stakeholder engagement;

Recommendation

The Steering Committee requests the Advisory Board to accept the amended budget and authorize the Steering Committee to seek support necessary for the next steps of the project.

REVENUE	CASH	ACTUAL	DIFFERE	New Cash	IN-KIND	ACTUAL	New In-
	BUDGET	CASH	NCE	Funds Until	BUDGET	IN-KIND	Kind Until
				2012			2012
ACOA	211,348.50	74,266.98	137,081.52	\$62,171.00	\$0.00	\$0.00	\$0.00
Province of Nova Scotia	211,348.50	72,402.88	138,945.62	\$62,171.00	\$71,000.00	\$0.00	\$32,000.00
County of Kings	100,000.00	100,000.00	0.00	\$0.00	\$23,760.00	\$0.00	10,000.00
Kings CED	0.00	6,894.52	-6,894.52	\$0.00	\$117,260.00	\$78,980.00	16,700.00
Parks Canada	0.00	0.00	0.00	\$0.00	\$511,980.00	\$0.00	320,500.00
World Acadian Congress	0.00	658.00	-658.00	658.00	\$0.00	\$0.00	0.00
Private Donation	10,000.00	5,000.00	5,000.00	10,000.00	\$0.00	\$0.00	0.00
Societe Promotion Grand Pre	0.00	2,000.00	-2,000.00	4,000.00	\$54,425.00	\$0.00	32,462.00
Acadian Organizations Donations	0.00	8,000.00	-8,000.00	8,000.00	\$0.00	\$0.00	0.00
Moncton & Mount Allison Universities	0.00	0.00	0.00	\$0.00	\$0.00	\$6,700.00	0.00
	532,697.00	269,222.38	263,474.62	\$147,000.00	778,425.00	85,680.00	411,662.00
EXPENSES		ACTUAL		New Funds	IN-KIND	ACTUAL	New In-
		CASH		Until 2012	BUDGET	IN-KIND	Kind Until
							2012
Communications & Public Relations							
Communications & PR Specialist	0.00	0.00	0.00	\$0.00	\$60,000.00	\$40,846.00	0.00
Communications Strategy	27,371.00	33,581.00	-6,210.00	\$0.00	2,000	26,962.50	22,481.00
Website	0.00	0.00	0.00	\$0.00	5,000	8,700.00	2,500.00
Web Administration	1,065.00	400.00	665.00	\$0.00	\$0.00	\$600.00	700.00
Communication-Related Materials	10,650.00	9,093.70	1,556.30	\$1,500.00	\$0.00	\$0.00	0.00
Translation	15,975.00	297.94	15,677.06	\$0.00	\$10,000.00	\$9,471.25	0.00
International Brochure	2,663.00	0.00	2,663.00	\$0.00	\$0.00	\$0.00	0.00
Sub-Total	57,724.00	43,372.64	14,351	\$1,500.00	77,000.00	86,579.75	25,681.00
Research & Expertise							
Heritage Planner	106,000.00	84,159.05	21,840.95	\$0.00	\$0.00	\$0.00	0.00
Archaeologists	35,145.00	25,507.87	9,637.13	\$0.00	\$95,000.00	\$144,773.00	70,000.00
Cartography	5,325.00	0.00	5,325.00	\$0.00	\$40,000.00	\$18,219.00	0.00
GIS	0.00	0.00	0.00	\$0.00	\$40,000.00	\$14,000.00	0.00
Historians	0.00	0.00	0.00	\$0.00	\$80,000.00	\$82,477.00	0.00
Archaeological Surveys	0.00	0.00	0.00	\$0.00	\$10,000.00	\$7,820.00	0.00
Archival Research	0.00	0.00	0.00	\$0.00	\$15,000.00	\$19,000.00	20,000.00
Conservations Services	0.00	0.00	0.00	\$0.00	\$20,000.00	\$18,064.00	4,000.00
Sub-Committee Meetings	21,300.00	15,595.57	5,704.43	\$5,000.00	\$0.00	\$0.00	0.00
Air Photos	4,260.00	202.24	4,057.76	\$0.00	\$0.00	\$0.00	0.00
LIDAR	0.00	0.00	0.00	\$0.00	\$12,000.00	\$12,000.00	5,000.00
Comparative Study	23,962.50	1,800.00	22,162.50	\$0.00	\$5,000.00	\$5,000.00	20,000.00
Background Research for Management Plan	5,325.00	4,887.34	437.66	\$10,000.00	\$0.00	\$0.00	0.00
Sub-Total	201,317.50	132,152.07	69,165.43	\$15,000.00	\$317,000.00	\$321,353.00	\$119,000.00
Consultation & Stakeholder Relations							
Stakeholder Relations	0.00	0.00	0.00	\$0.00	\$104,425.00	\$154,922.50	52,481.00
Permanent Display	5,325.00	1,197.90	4,127.10	\$1,500.00	\$0.00	\$0.00	0.00
Meetings	4,260.00	2,527.33	1,732.67	\$3,000.00	\$0.00	\$0.00	0.00
Meeting Documents	4,260.00	306.59	3,953.41	\$0.00	\$0.00	\$0.00	0.00
Translations Services	0.00	0.00	0.00	\$0.00	\$10,000.00	\$0.00	0.00
Sub-Total	13,845.00	4,031.82	9,813.18	\$4,500.00	114,425.00	154,922.50	52,481.00
Nominations Proposal-Production & Follow-up							
Graphic Design	26,625.00	0.00	26,625.00	\$0.00	\$15,000.00	\$6,162.00	10,000.00
Photography & Video	5,325.00	0.00	5,325.00	\$5,000.00	\$0.00	\$0.00	5,000.00
Editing	21,300.00	0.00	21,300.00	\$0.00	\$0.00	\$0.00	0.00
Translation	0.00	0.00	0.00	\$0.00	\$20,000.00	\$0.00	0.00
Printing	10,650.00	0.00	10,650.00	\$0.00	\$0.00	\$0.00	0.00
Maps Production	5,325.00	0.00	5,325.00	\$0.00	\$0.00	\$0.00	0.00
Interpretation & Presentation Supports	63,900.00	9,429.67	54,470.33	\$0.00	\$0.00	\$0.00	0.00
Professional Services (including Paris delivery)	29,287.50	0.00	29,287.50	\$0.00	\$0.00	\$0.00	0.00
Attendance at World Heritage Convention	0.00	0.00	0.00	\$15,000.00	\$0.00	\$0.00	5,000.00
Site Visit	5,325.00	0.00	5,325.00	\$5,000.00	\$0.00	\$0.00	0.00
Sub-Total	167,737.50	9,429.67	158,307.83	\$25,000.00	35,000.00	6,162.00	20,000.00
Project Administration							
Project Management	31,950.00	9,587.51	22,362.49	\$45,000.00	\$150,000.00	\$150,000.00	180,000.00
Research Assistant	0.00	0.00	0.00	\$20,000.00	\$40,000.00	\$10,000.00	0.00
Data File Management	0.00	0.00	0.00	\$0.00	\$10,000.00	\$6,000.00	2,000.00
Office Supplies	0.00	0.00	0.00	\$0.00	\$5,000.00	\$4,000.00	1,000.00
Office Space	0.00	0.00	0.00	\$0.00	\$30,000.00	\$20,000.00	9,500.00
Board of Directors Operations	21,300.00	14,011.95	7,288.05	\$1,000.00	\$0.00	\$2,000.00	2,000.00
Conferences & Events	10,650.00	5,699.20	4,950.80	\$0.00	\$0.00	\$0.00	0.00
Sub-Total	63,900.00	29,298.66	34,601.34	\$66,000.00	235,000.00	192,000.00	194,500.00
Total Expenses Pre-Contingency & Taxes	504,524.00	218,284.86	286,239.14	112,000.00	778,425.00	761,017.25	411,662.00
Contingency	24,432.00	0.00	24,432.00	\$35,000.00	\$0.00	\$0.00	
HST (not applicable on Heritage Planner Expense)	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	
Sub-Total	24,432.00	0.00	24,432.00	\$35,000.00	0.00	0.00	
Total	528,956.00	218,284.86	310,671.14	147,000.00	778,425.00	761,017.25	
Anticipated Surplus/Deficit	3,741.00	50,937.52	-47,196.52	\$0.00			



Timeline update and review

January 2010

To: Advisory Board

From: Christophe Rivet, Project Manager

Date: January 14th 2010

Background

The project has been ongoing since March 2007. In the first part of the project, much of the focus was on building partnerships, engaging communities, identifying a potential outstanding universal value, and preparing a draft management plan.

The target date for completion of the proposal and submission to UNESCO is February 1st, 2011.

Priorities

There are four priorities for 2010:

- *Maintain current levels of support:* much work has been done with different stakeholders to engage them in developing the proposal, educate them about the process, and invite them to support the project. It is essential to continue this work in order to maintain support and demonstrate long term commitment to preserving the outstanding universal value. Work needs to target local residents, elected officials, the Acadian community, the Mi'kmaq.
- *Prepare the nomination proposal:* the past two years have focused on defining the outstanding universal value, identifying boundaries, and working to develop a management plan. The coming year will concentrate on completing these steps and preparing the actual nomination proposal and fulfill UNESCO's requirements. The timeline for this includes a draft proposal to be sent to the Canadian delegation in July and a draft sent to UNESCO in September.
- *Secure commitments:* in order to send a complete nomination proposal, the project needs to have secured commitments from the authorities to provide resources for the site's management, protect the site, and work collaboratively.
- *Deliver on the legacy project:* as part of the nomination process, the project has committed to giving back to the community in a tangible way by facilitating the design and delivery of a legacy project by and for the community. The consultants hired to prepare the interpretation strategy will also identify options for a legacy project.

General Timeline for 2010

	Major Benchmarks	Activities to be completed			
		Nomination Proposal	Support	Legacy	Commitment
January (AB) *		<ul style="list-style-type: none"> Landscape analysis 			
February		<ul style="list-style-type: none"> Risk Preparedness Condition report Interpretation strategy 	<ul style="list-style-type: none"> Celebration of Heritage Day 		
March (AB)	<i>Progress review with the Canadian delegation</i>	<ul style="list-style-type: none"> Management Plan working group meeting 	<ul style="list-style-type: none"> Presentation to local organisations Update to local community 	<ul style="list-style-type: none"> Proposed legacy project Partnerships for implementation 	
April	<i>Management Plan – main components</i>	<ul style="list-style-type: none"> Final comparative analysis Final Statement of OUV Policy on dyke maintenance Archaeological Heritage Strategy General direction from community plan and national historic site plan 	<ul style="list-style-type: none"> Presentation in Acadian communities Heritage and Living Landscape Conference International Day for Monuments and Sites 	<ul style="list-style-type: none"> RFP for implementation 	<ul style="list-style-type: none"> Announcement from authorities on long-term protection (governance)
May (AB)		<ul style="list-style-type: none"> Bibliography (draft) Maps (draft) 	<ul style="list-style-type: none"> Presentation in Acadian communities Apple Blossom Festival 	<ul style="list-style-type: none"> Successful bid announced 	
June		<ul style="list-style-type: none"> Final draft Management Plan 	<ul style="list-style-type: none"> Planter Studies Conference 		
July (AB)	Draft nomination proposal	<ul style="list-style-type: none"> Draft sent to the Canadian delegation 			<ul style="list-style-type: none"> Agreement in principle for governance
August	<i>Review by the Canadian delegation</i>		<ul style="list-style-type: none"> Acadian national day 		
September (AB)	Review by UNESCO World Heritage Centre	<ul style="list-style-type: none"> Draft sent to UNESCO 			
October	<i>Incorporate comments from review</i>	<ul style="list-style-type: none"> International brochure project 	<ul style="list-style-type: none"> Pumpkin festival Various letters of support 	<ul style="list-style-type: none"> Unveiling of legacy project 	
November (AB)		<ul style="list-style-type: none"> Final nomination proposal (text) 			
December	<i>Final draft of nomination proposal</i>	<ul style="list-style-type: none"> Design/ translation/ editing Final nomination proposal (other and appendices) 			

January 2011 (AB)	Sign off by authorities	<ul style="list-style-type: none"> Completed international brochure Send to UNESCO 	<ul style="list-style-type: none"> Celebration of signing off 		<ul style="list-style-type: none"> Final agreement for governance
February 1 st 2011	Nomination proposal delivered to UNESCO headquarters in Paris				

**scheduled Advisory Board meeting*

General Timeline for 2011 and 2012 (after having sent to UNESCO)

	World Heritage Review Process	Nomination Grand Pré Actions
February	Assessment of completeness	
March	<p>Confirmation of reception by UNESCO and whether it deems it complete</p> <p>Proposal transmitted (if complete) to ICOMOS, ICCROM, and/or IUCN</p>	<p>IF IT IS DEEMED COMPLETE: no action</p> <p>IF IT IS DEEMED INCOMPLETE, the proposal returns to the State Party with instructions to complete it. It will then be evaluated by UNESCO the following year.</p>
April	Evaluation by ICOMOS, ICCROM, and/or IUCN begins	
May		
June		
July		
August		Organise site visit
September	Potential date for site visit by international experts	Host experts and assist in evaluation
October		
November		
December		
January 2012	January 31: Deadline for additional information requested by ICOMOS, ICCROM, and/or IUCN	
February		<p>Review request for additional info</p> <p>Prepare additional info requested in collaboration with Canadian delegation</p>
March	March 31: Deadline for additional information provided by State Party	Complete info and submit to Canadian delegation, who then submits to UNESCO

April		
May	ICOMOS, ICCROM, and/or IUCN submit their evaluation to UNESCO for transmission to the World Heritage Committee and the State Parties	Canadian delegation receives evaluation from UNESCO and discusses it with the project. Opportunity for the State Party to withdraw proposal.
June	Correction of factual errors by the State Party	Prepare letter to the chairperson of the WH Committee with Canadian delegation to correct factual errors in the evaluations.
July	Decision by the World Heritage Committee	Attend World Heritage Committee meeting



Team Adjustments

January 2010

To: Advisory Board

From: Christophe Rivet, Project Manager

Date: January 14th, 2010

Background

The team working on the World Heritage proposal for Grand Pré changed a few times since its inception in 2007. The key individuals, essentially the Steering Committee, have not changed. However, support staff has changed as a result of skills, roles, and project needs evolving.

Current team profile includes a project manager, communication and activities support, administrative support, municipal liaison, and provincial liaison.

Much of the expertise and the support are provided through Parks Canada, Kings RDA, and the municipality of the County of Kings. As we are approaching the next 12 months, it is essential to reassess the structure of the team and its skills in order to respond as best as possible to the emerging priorities.

Challenges

- **Tight timeline:** the project is aiming to deliver its nomination proposal to UNESCO on February 1st 2011. Working backwards on the timeline, this means that a draft should be sent to UNESCO in September 2010 (10 months from now) and to the Canadian delegation in July 2010 (8 months from now). The team needs to be restructured without affecting momentum.
- **Budget:** the current budget was set in 2007 for two years. It was stretched to include a third year. Currently, most funds have been committed and there is very little leeway to reallocate money. Moreover, the contingency funds have been committed which leaves no buffer.
- **Project manager:** project manager is carrying out a number of labour intensive responsibilities, such as expertise, engagement, coordinating the project, and strategic direction for the nomination proposal. Intensity will only increase in the coming months and current roles and responsibilities will not be sustainable.
- **Insufficient support in communication:** there is no expertise on the project.
- **Multiple priorities:** there are a number of labour intensive priorities that require attention and are essential to providing the best chances of success for this project (see hereunder section on priorities). Those multiple priorities are best managed through leadership, empowerment of partners, and delegation to skilled staff.
- **Most staff resources are in kind contributions:** this represents a challenge in coordination and timely delivery.

Priorities

There are four priorities for 2010:

- *Prepare the nomination proposal:* the past two years have focused on defining the outstanding universal value, identifying boundaries, and working to develop a management plan. The next months will concentrate on completing these steps and preparing the actual nomination proposal and fulfill UNESCO's requirements. The timeline for this includes a draft proposal to be sent to the Canadian delegation in July and a draft sent to UNESCO in September.
- *Maintain current levels of support:* much work has been done with different stakeholders to engage them in developing the proposal, educate them about the process, and invite them to support the project. It is essential to continue this work in order to maintain support and demonstrate long term commitment to preserving the outstanding universal value. Work needs to target local residents, elected officials, the Acadian community, and the Mi'kmaq.
- *Secure commitments:* in order to send a complete nomination proposal, the project needs to have secured commitments from the authorities to provide resources for the site's management, protect the site, and work collaboratively.
- *Deliver on the legacy project:* as part of the nomination process, the project has committed to giving back to the community in a tangible way by facilitating the design and delivery of a legacy project by and for the community. The consultants hired to prepare the interpretation strategy will also identify options for a legacy project.

Proposal

The following proposal aims to realign existing resources and seek new resources in support of the priorities and to address some of the challenges.

- *Focus project manager's work:* Project Manager to focus on providing expertise and coordinating expert resources, engage Acadian community, engage local community, writing the nomination proposal, work with jurisdictions, and provide overall strategic direction for the nomination proposal.
- *Acquire project coordination support:* the proposed project manager focus would leave unattended the responsibility to actively manage the work of the Advisory Board and Steering Committee, manage consultants, track project progress, and coordinate project administration. The responsibilities would need to be taken in charge by a new resource. This new resource will have to be experienced, will be able to work quickly, efficiently with a steep learning curve and will have to be accountable to the advisory board.
- *Provide capacity to prepare the nomination proposal:* preparing the nomination proposal entails data collection, analysis, and descriptions. In order to successfully meet our timeline, capacity to compile information, format it appropriately and prepare appendices is essential. A new part time resource would be appropriate. This person needs to have skills in planning for heritage places to understand the larger context of the work that needs to be done, needs to demonstrate initiative and is an independent worker.
- *Strengthen capacity to organise events and activities:* current capacity is shared with role in communication and media relations. As 2010 will see a number of significant events and activities take place, that capacity would be best used to focus on preparing, coordinating, and implementing activities and events. This is essential to the building support and stakeholder engagement strategies.
- *Strengthen capacity in communication:* the project has a communication plan which has been implemented as best as possible with existing resources. The next few months will require attention to engaging the media, preparing media releases, and communicating key messages. A new resource will need to be acquired that will focus on communication and messaging.

Options

Option 1: Support the project manager and increase communication capacity – hire an assistant and a project coordinator

That option would focus on assisting the project manager in preparing the nomination proposal and coordinating the project.

The **assistant** would focus on assisting the project manager in preparing the nomination proposal by coordinating map production, preparing the appendices, and preparing relevant information.

Profile of the **assistant** position is as a junior planner.

This would begin immediately as a part-time position.

The hiring strategy is to request Parks Canada to recall a planning coop student hired last summer, host the student in its offices and provide the working environment. The project would provide Parks Canada with the funds for salary and benefits. Estimated hourly rate would be \$ 18.

This person would be located at the Parks Canada offices in Halifax.

The **project coordinator** would focus on tracking and reporting on progress, correspondence, public presentations, media relations, communication, and expenditures. It also includes support for coordinating product delivery from consultants, preparing and coordinating MOU's on governance, preparing media releases and lines, monitoring the project's media presence, preparing media events, preparing the 'box' for the nomination proposal to be sent to Paris, and compiling project history.

Profile of the **project coordinator** includes project management and communication.

This would begin immediately as a one-year contract.

Hiring strategy is to request proposals for project management and communication services from consulting firms.

Consultants could be located in Halifax or the Valley.

Estimated cost: \$ 65,000 (project coordinator + some media relations and communication) + \$ 20,000 (assistant)
= **\$ 85,000**

Advantage and risks of this option include:

- Added capacity to prepare the nomination proposal;
- Management of project progress is ensured full attention;
- Advantage of dealing with a consulting company is ability to fill the position for a year and protection from staff movement;
- Increased capacity for quality assessment;
- Increased capacity for communication and media relations;
- Coordination between different components of the project will be increased;
- Internal coordination between project and communication managed by project coordinator;
- Risk of not finding the consulting firm with required profile;
- Increases project manager's supervisory role;

Option 2: Support the project manager – hire an assistant

That option would focus on assisting the project manager in preparing the nomination proposal by coordinating map production, preparing the appendices, and preparing relevant information.

It is identical to option 1 minus the project coordinator position.

Estimated cost: **\$ 20,000**

Advantage and risks of this option include:

- Added capacity to prepare the nomination proposal;
- No change on communication and project coordination;
- Increasing project manager's supervisory role;
- Risk regarding project quality.

Option 3: Support the project manager and increase communication capacity

That option is similar to option 1 with the difference being acquiring separate services for media relations and communication.

Estimated cost: \$ 65,000 (project coordinator) + \$ 20,000 (assistant) + \$ 15,000 (media relations and communication) = **\$ 100,000**

Advantage and risks of this option include:

- Added capacity to prepare the nomination proposal;
- Increased capacity for project coordination and communication;
- Significantly increases project manager's supervisory role
- Risk regarding project quality;
- Added cost.

Source of funds

Reallocation of funds can cover assistant position. New funds are required for project coordination and communication.

Recommendation

The Steering Committee recommends option 1.



Comparative Study Working Group

January 2010

To: Advisory Board

From: Christophe Rivet, Project Manager

Date: January 14th, 2009

Background

A comparative study is a requirement of the nomination proposal. The purpose of the study is to compare the proposed site with other places in the world based on the value, integrity and management environment.

Historians have been at work for months on a comparative study, focusing mainly on identifying sites with comparable values around the world. This is being done in conjunction with international experts.

A first draft is expected in February. That draft will be reviewed by local and international experts as well as by the Canadian delegation. That study will not comment on management issues.

Objective and outcome

The objective is to seek expert guidance on the proposed value, the site's integrity, and management approaches.

By bringing together on site key Canadian and international experts to review the comparative study and the draft management plan, the project would benefit from outside guidance from experts that have access to the site and its reality and can discuss their advice as a group.

The outcomes include an informal expert review of the site and its management in the form of a short report, improved documents, and awareness in the expert community about the nomination proposal.

Strategy

Identify key experts that have experience managing or studying sites comparable to Grand Pré. Countries of interest are Canada, the United States, France, the United Kingdom and the Netherlands. Some have already been involved in providing advice on the comparative study. There would be a maximum of 6 experts with 2-3 coming from North America (includes Canada) and the rest from Europe.

Invite them for a three day site visit which would include a day visit, meeting with community members, and working group meeting.

Timing of the invitation would coincide with significant progress on the comparative analysis and the management plan components. This is expected to take place in April.

Costs to the Grand Pré nomination project

Costs would primarily be associated to travel.

The following is an estimated breakdown of costs:

- roundtrip ticket to Europe, US, and/or Canada estimated at \$ 8,000 for 6 experts;
- accommodation for 4- 5 nights estimated at \$ 3,500 for 6 experts;
- food and other expenses estimated at \$ 3,000 for 6 experts;
- compensation for non-governmental / non-academic participants: \$ 3,000
- TOTAL estimated cost: \$ 17,000

Currently, the budget identifies close to \$ 20,000 for the comparative study.

Recommendation

The Steering Committee recommends approval of this activity and of its cost with a required update at the next Advisory Board meeting scheduled in March.



APRIL EVENT
Event Celebrating Agricultural Heritage

January 2010

To: Advisory Board

From: Christophe Rivet, Project Manager

Date: January 14th, 2009

Background (excerpts from the April 18 website 18april.icomos.org)

On the proposal of ICOMOS, 18 April was endorsed as The International Day for Monuments and Sites by UNESCO in 1983. This special day offers an opportunity to raise public awareness concerning the diversity of the world's heritage and the efforts that are required to protect and conserve it, as well as to draw attention to its vulnerability. For several years now, ICOMOS suggests a topic to be highlighted on this occasion. This has allowed our members and our committees to hold activities, conferences, colloquia or other events to raise awareness on this cultural heritage among the public, the owners or the public authorities by linking a global theme to local or national realities.

Some of the activities can include:

Visits

Specific visits designed for School Children, Youth, Students and young professionals of the field, Experts, the General Public to Monuments and Sites, Conservation works in progress, Completed projects.

Spreading knowledge

- Written: Articles in newspapers and magazines
- Media: Television and radio broadcasts
- Publicity: Hanging banners in town squares, principal traffic arteries, universities, related organizations, museums, cultural centers, libraries, cafeterias, calling attention to this day and to the preservation of cultural heritage through the reference of local and/or international examples.
- Talks for Youth, Students and young professionals of the field, Experts, the General Public

Events

- Inviting local or foreign experts, personalities academics, students and the community.
- Organizing discussions in cultural centers, city halls, and other public spaces
- Exhibitions and competitions of photography, drawings, paintings, etc.
- Publication of books, postcards, stamps, posters, etc.
- Awarding prizes to organizations or persons who have made an outstanding contribution to the conservation and promotion of cultural heritage or produced an excellent publication on the subject.
- Inaugurate a recently restored monument or rehabilitated site.
- Promotion of "twinning" opportunities between various National Committees, defining areas for co-operation; exchange of speakers; organization of meetings and seminars, or the editing of joint publications.
- The international Scientific Committee could be invited to debate around the chosen theme.

The essential aspect is to mark this day so that it becomes not only a day to celebrate your National Heritage, but also a day of International Solidarity in favor of strengthening and safeguarding Heritage world-wide.

Proposal

In 2010, the theme is *Agricultural Heritage*. As such, the nomination of Grand Pré is ideally positioned to highlight the importance of that form of heritage and illustrates a vibrant and exceptional example of an active agricultural community.

The proposal includes one day of public presentations on topics relevant to Grand Pré and/or agricultural heritage and one day of community celebrations.

Relevance to 2010 priorities

This activity is in line with the priority of *maintaining current levels of support* for the project. This would be achieved by providing visibility to the nomination proposal, the site, and its challenges. It would target the local community, elected officials, and more broadly Nova Scotians.

Objectives and expected outcome

There are three objectives:

- raise awareness about the site, agriculture, and the nomination;
- provide an opportunity to celebrate as stakeholders the importance of this place and create a community event around it; and,
- demonstrate support for the site.

Expected outcomes include:

- online publication of papers;
- presence on UNESCO – ICOMOS programme of activities celebrating World Heritage Day;
- media exposure;
- community participation; and,
- display of Mi'kmaq, Planter, Acadian, and local farmer products and culture.

Draft outline

Day 1: Saturday April 17th 2010	
<i>Speaker's Roundtable: Celebrating and Protecting Agricultural Landscapes</i>	
No of speakers:	maximum 8
Origin of speakers:	2 – 3: North America (Canada – US) 2 – 3: Europe (France – Netherlands – UK) 2: Nova Scotia
Potential speakers:	Nora Mitchell, US NPS (US) Susan Buggey, World Heritage/cultural landscape expert (Canada) Jean Marie Tricault, Department of the Environment (France) Diederik Aten, Holland Regional Water Board (Netherlands) Local speakers
Location:	Acadia University
Attendance:	Free and open to everyone
Day 2: Sunday April 18th 2010 – World Heritage Day	
<i>Community event: Celebrating a place of plenty</i>	
Location:	Grand-Pré National Historic Site of Canada
Activities (tentative):	Craft and product show, potluck, pictures show and tell
Participants (target):	local residents, local farmers,

	Glooscap community, Les Amis de Grand Pré, Grand Pré Historical Society /Kings Hants Heritage Connection Acadia University Société nationale de l'Acadie Société Promotion Grand-Pré Department of Agriculture
--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Costs to the project

Main costs to the project are tied to the speaker's roundtable on Saturday. Those costs include:

- roundtrip ticket to Europe, US, and/or Canada estimated at \$ 8,000 for 6 speakers;
- accommodation for 4- 5 nights estimated at \$ 3,500 for 6 speakers;
- food and other expenses estimated at \$ 3,000 for 6 speakers;
- compensation for non-governmental / non-academic participants: \$ 3,000
- TOTAL estimated cost: \$ 17,000

Source of funds and strategy

The budget allocated approximately \$ 20,000 for the comparative study. The speakers that are invited to participate to the roundtable are in fact invited to finalize the comparative study, provide advice on management approaches, and discuss the nomination proposal. In addition to that work, Nomination Grand Pré would ask them to participate in the roundtable. As such, there are no new costs to the project that have not already been scheduled.

To carry out this event, two key partnerships need to be established:

- The national historic site would need to take a leadership role in organising the community celebration;
- Acadia University would need to assist and become a sponsor of the roundtable ;

Recommendation

The Steering Committee recommends pursuing the organisation of those events in partnership with interested organisations.



THE MUNICIPALITY OF THE COUNTY OF KINGS

REPORT TO UNESCO ADVISORY BOARD

Subject: Grand Pré & Area Community Plan Update

From: Dawn Sutherland, Planner, Community Development Services

Date: 14 January 2010

The Nomination Grand Pré project and the municipal land use (community) planning process are two important and interrelated complex processes. In an effort to keep the lines of communication open between the Advisory Board and the Community Plan Committee, the Community Plan Committee has invited the citizen members of the Advisory Board, Hanspeter Stutz and Barb Kaiser, to attend Community Plan Committee meetings. The Plan Committee now has a standing agenda item entitled "Advisory Board Update & Information Sharing" where information from both the Advisory Board and the Plan Committee is shared. The citizen members of the Advisory Board also receive the agenda packages. This initiative is working quite well to date.

The Community Plan Committee has made much progress. There were two major issues that had to be dealt with before the Plan could move forward. The first issue was the determination of the Community Plan boundary line. The second issue was the nature of opportunities for commercial development in the area of the Exit 10 ramp, near Just Us! Coffee Roasters.

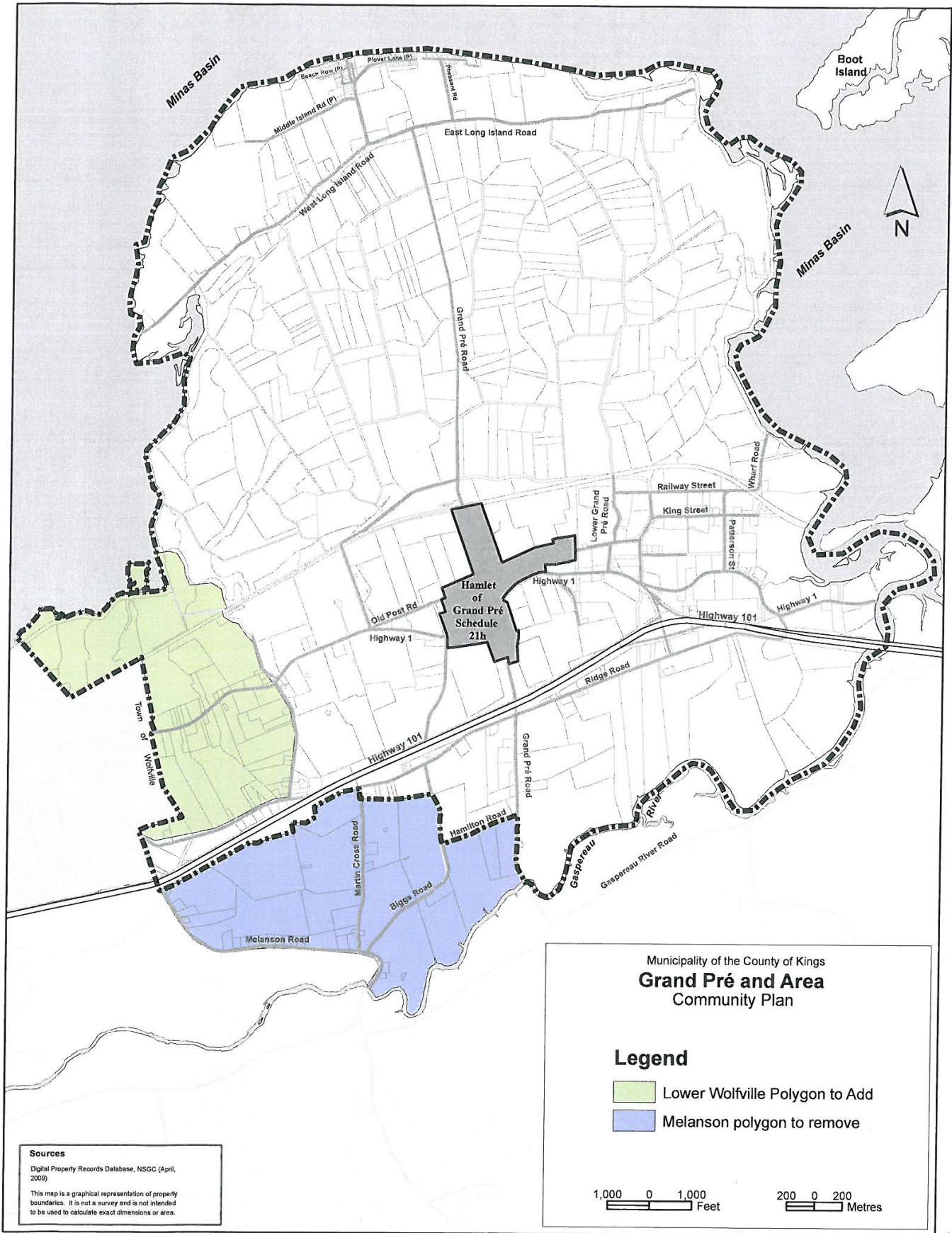
The former Plan boundary had divided the community of Lower Wolfville. The revised boundary now includes all of Lower Wolfville. The Plan boundary now extends to the Town of Wolfville. There are 932 properties and roughly 6350 acres affected by this change. The second change in the boundary is in the area of Melanson. The former Plan boundary divided the community of Melanson. The portion of Melanson that was included in the Plan boundary has been removed. For the Melanson portion being removed, there are 44 properties and roughly 550 acres affected. Affected property owners will be notified after the next Community Plan Committee meeting.

While the new Plan boundary aligns with the neither the Rural Historic District nor the proposed UNESCO designation boundary, it was felt that it does more accurately reflect community boundaries and will lead to a stronger Community Plan.

The Community Plan Committee had recognized that there will be increasing pressure for commercial development in the area of the Exit 10 ramp. These lands are currently in the Agricultural District with Agricultural zoning. For west bound travelers, the area is the entrance to reach Grand Pré and the surrounding communities, the National Historic Site, Wolfville and Acadia University, and, potentially, a UNESCO World Heritage Site. The

Committee gave serious consideration to and critically evaluated a number of land use planning options. The Committee chose to proceed in a manner which reaffirms the Municipal Planning Strategy policies that are aimed at protecting agricultural lands.

The next meeting of the Community Plan Committee will be on Wednesday, 27 January. At that time, I hope to have a draft or at least a major portion of the plan for review by the Committee. We will be reviewing and incorporating changes to draft for the next few meetings. Should all go well, the draft Community Plan will go out to the public for consultation in the spring. After the initial consultation, there may need to be changes and those changes will be incorporated and brought back to the Committee. When the Committee is comfortable with the draft Community Plan, they will recommend it to the Municipal Planning Advisory Committee and it will go through the municipal planning documents adoption process as legislated under the *Municipal Government Act* and as set out in our Public Participation policies.



Sources
 Digital Property Records Database, NSGC (April, 2009)
 This map is a graphical representation of property boundaries. It is not a survey and is not intended to be used to calculate exact dimensions or area.

Municipality of the County of Kings
Grand Pré and Area
 Community Plan

Legend

- Lower Wolfville Polygon to Add
- Melanson polygon to remove

1,000 0 1,000 Feet 200 0 200 Metres



Travel Report: St. Louis Symposium

January 2010

To: Advisory Board

From: Christophe Rivet, Project Manager

Date: January 14th, 2009

Background

In February 2009, the project manager was invited by Herb Stovel, professor of conservation at Carleton University (Ottawa) and World Heritage expert to be a panellist at a Symposium organised by a group called 'Les Amis' in association with Washington University to work on a World Heritage submission for 17th and 18th century Creole (French) sites along the Mississippi river in Missouri and Illinois. Grand Pré was perceived by the organisers to be an interesting example of public engagement and managing a complex site.

Objective and outcome

The Symposium's objective was to have a discussion about the nomination process, the potential values of the sites in Missouri and Illinois, and the means to begin work on submitting their site to the American Tentative List. The outcome is the publication of the presentations (forthcoming in 2010).

Organisers were interested in a discussion about Grand Pré's work on defining values, preparing a management direction for a complex site, and engaging stakeholders.

About the Creole Corridor

The French settled an area between Louisiana and New France, referred to as Illinois Country, in the mid-17th century. It covered a vast expanse of land at the fringe of the main colonies of New France and of New Orleans. Until the early part of the 20th century, French was still spoken in that area. Of particular interest are the dyked areas along the Mississippi, the settlement patterns, and architecture. The most well-known site of illustrating that French presence is the village of Ste Genevieve in Missouri. It includes what is probably the largest concentration of French vernacular wooden architecture in North America and remains to this day a living agricultural community with a strong tourism activity.

Outline of the event

The symposium lasted two days, including one day of site visits.

There were eight speakers including the moderator. Speakers were from Carleton University (Ottawa), Washington University (St. Louis, MO), Louisiana State University, and Yale University. They were primarily historians and experts in built heritage.

The site visit followed the proposed 'Creole Corridor' starting in Illinois and ending in Missouri. Sites included a 18th century church (Church of the Holy Trinity), a 18th century courthouse, a French fort (Fort St. Charles), and a French settlement (Ste. Genevieve). The tour was guided by local and state preservation agency officials.

The panel discussion was attended by 80 to 100 people. Panellists were asked to prepare a 25 minute presentation followed by a question and answer discussion with the audience and the other panellists. Presentations covered issues such as the particularities

of the French landscape and architecture in the Illinois country, an overview of the relationship between the different French colonies in North America, and the tangible evidence of French settlement patterns in the contemporary landscape.

Costs to the Grand Pré nomination project

Costs were covered by the hosts and by Parks Canada. The Project Manager left on Thursday November 5th and returned on Sunday November 7th.

Benefits to the Grand Pré nomination project

There were four main benefits resulting from the project manager's attendance:

- *Raise awareness about Grand Pré's nomination*: provide profile about the nomination proposal, the approach to engaging stakeholders and the importance of Grand Pré. Results included an interest by an official from the US National Park Service in our approach to stakeholder engagement and preparing a management plan and use of that information for US NPS internal discussion; local awareness of Grand Pré as a comparable site; interest in management approach; and a trip by a group of members from 'Les Amis' to visit Grand Pré and other historic sites in Nova Scotia in August of 2010.
- *Visit similar sites*: the sites in Missouri and Illinois are similar in time period, culture, and nature. The French settled the area between the 17th and 18th century, they practiced agriculture and shaped the land accordingly, and the proposed sites includes settlement patterns. This will be an area that will be included in the comparative analysis. Main distinctions include differences in dyking techniques and environmental adaptation as well as the distinctive symbolic nature of Grand Pré.
- *Meet with US experts*: meet with the other panellists who are specialists in 17th and 18th century French colonial history and culture, as well as local, state and federal cultural site managers. The outcome was a better understanding of the state of this particular site in comparison with Grand Pré, a better understanding of comparison in the United States both in terms of importance and management practices, and awareness raising and support for our nomination proposal. Considering that the international experts consulted by ICOMOS to review the nomination will probably include someone from the United States, it is important to talk about our site to specialists. Contacts were made with experts and their input was included in the draft comparative analysis currently being prepared.
- *Visit Cahokia Mounds World Heritage Site*: the project manager spent half a day at Cahokia Mounds World Heritage Site, located in Illinois a few miles outside of St. Louis and benefited from a private tour with the former director of the park who worked on its nomination proposal and managed the site for decades. It was an opportunity to discuss management realities and challenges following designation.



TO: Nomination Grand Pré Advisory Board

From: Christophe Rivet, Project Manager

Date: January 14th, 2009

RE: Project Manager's and Progress Report 12 (for discussion)

GENERAL

This report now includes the progress report which was until report 11 a separate document.

A series of reports on timelines and budgetary issues are presented separately to the advisory board. Much of the team's work over the past month has focused on ensuring that the assessment of resources and timelines was completed.

Highlights include:

- One year left on our target of completing the proposal by February 2011.
- The comparative analysis is underway;
- Draft community plan underway;
- Reviewed timelines of project and communication activities completed;
- Management components are progressing.

SPECIFIC COMPONENTS OF THE PROJECT AND OF THE PROPOSAL

Description of Area:

Nothing to report.

Next steps: Complete draft section.

Justification for Inscription:

Comparative analysis ongoing.

Next steps: Complete draft comparative analysis.

Evaluation of present state of conservation:

Archaeological mapping based on results from 2 years of archaeological research and previous investigation has begun. This will inform the project on extent of knowledge on condition of sites and overall archaeological heritage.

Landscape analysis underway. This will complete an inventory of everything (buildings, sites, fields, etc.) located within the proposed boundaries. Based on that, a condition assessment can be prepared. Condition indicators need to be prepared.

Next steps: Complete the archaeological mapping. Finalize the landscape analysis. Draft the present state of conservation section.

Assessment of factors affecting the property:

Nothing to report.

Next steps: none.

Monitoring plan:

Once the landscape analysis and the condition assessment are complete, a monitoring plan with condition indicators can be reviewed by authorities involved.

Next steps: Finalize landscape analysis and condition assessment.

Develop protective and management system for the proposal:

National historic site process

Underway.

Next steps: Proceed with Aboriginal consultation.

Municipal process (see planner's report)

The Community Plan Liaison Committee is continuing to work with municipal planners to prepare a draft community plan that will be ready for consultation in the community.

Next steps: A draft is expected by end of January.

Management plan working group

A first meeting took place between archaeologists to start working on the archaeological heritage strategy. A first draft is expected for discussion by end of January.

A risk preparedness plan is expected to have a first draft for discussion by early February. This would outline the threats from natural disasters, describe the way they may affect the cultural heritage that support the World Heritage proposal, and explain the response strategy from authorities.

The management plan working group is expected to meet again in March.

Next steps: Complete draft of archaeological heritage strategy. Complete draft of risk preparedness.

Visitor and Interpretation:

Consultants at work.

Next steps: Complete their study.

Draft proposal:

Nothing to report.

Next steps: Draft sections of the nomination proposal.

Project administration:

See financial report. Much of the work in November and December focused on reviewing timelines, team structure and budget. Separate reports are presented to the advisory board on these matters.

Next steps: See financial report

Communication and public engagement:

The poster challenge is underway with both French and English speaking schools participating. Unveiling of winners is scheduled for February 15th, which is national heritage day and flag day.

The Name the project activity is almost complete.

Next community meeting is scheduled for the spring.

Project timeline identifies main communication activities for the upcoming year.

Next steps: Finalize poster challenge.

Engagement of the Acadian community

Acadian organisations have contributed funds to the project. Preliminary discussions occurred to have presentations in key Acadian communities to promote the project.

Next steps: Continue discussions with community leaders for presentations and activities startings in the spring.

Economic development & interpretation strategy:

Nothing to report.

Next steps: None

Approval process for final document:

N/A

PROGRESS

Project component	General category	Status	Target completion	Comment	Next steps
Outstanding Universal Value	Statement of OUV	● Active	April	To finalize need to complete comparative analysis and condition assessment.	<ul style="list-style-type: none"> Complete comparative analysis Draft
	Comparative analysis	● Active	April	Historians working on first draft. Challenges with comparing one of the criterion. International experts have reviewed sections.	<ul style="list-style-type: none"> Finalize first draft Review from experts Redraft Workshop review Submit to AB
	Integrity and Authenticity	● Active	April	Need to finalize condition assessment, landscape analysis and comparative analysis.	<ul style="list-style-type: none"> Finalize landscape analysis Assess condition of cultural resources Complete archaeological mapping
Management	National Historic site management plan	● Active	October	Ready to be submitted for Aboriginal consultation. Once comments are received finalize and send to minister. September target date is for sending document to Minister's office.	<ul style="list-style-type: none"> Present to AB Finalize for Aboriginal consultation Carry out Aboriginal consultation Finalize draft Internal review CEO approval Minister's approval Tabling in Parliament
	Community plan	● Active	October	Progress has been made. Draft expected end of January	<ul style="list-style-type: none"> Review by community committee Second draft Review Presentation to community Review Finalize Forward to Planning Committee Consultation Forward to Council Consultation/ Approval
	WH management plan	● Active	June	Major components of the plan for the second draft are worked on	<ul style="list-style-type: none"> Complete the Archaeological Heritage Strategy Risk preparedness plan

					<ul style="list-style-type: none"> • Governance structure • Condition assessment and indicators • Finalize landscape analysis • Coastal study • Dyke maintenance policies
Commitments	Governance structure	● Active	July	AB agreed in principle with a model. Discussions need to formally take place with authorities	<ul style="list-style-type: none"> • Meet with provincial authorities • Meet with Parks Canada authorities
	Memorandum of understanding	● Not active	December	Discussions need to take place before drafting MOU	<ul style="list-style-type: none"> • Draft MOU • Review by AB
	Implementation	● Not active	January 2011	N/A	•
Dossier preparation	Appendices	● Not active	January 2011	Work will begin with support	<ul style="list-style-type: none"> • Compile legislation • Complete archaeological reports
	Translation	● Not active	January 2011	N/A	•
	Editing	● Not active	January 2011	N/A	•
	Photo and mapping	● Active	May	Photography for the nomination proposal needs to be collected. Mapping work has begun. Jenna Boon from Joggins has offered to give a presentation to the mappers on UNESCO expectations	<ul style="list-style-type: none"> • Working meeting with Jenna Boon • Finalize RFP for photography • Prepare inventory of photos
Legacy project	Analysis	● Active	February	Consultants preparing report	<ul style="list-style-type: none"> • Receive consultants' report
	Implementation	● Not active	October	N/A	•