



**TOWN OF KENTVILLE
KENTVILLE INCLUSION AND ACCESS ADVISORY COMMITTEE**

Meeting Minutes: November 12, 2021
Town Hall, 354 Main Street, Kentville Nova Scotia

PRESENT

Committee members:

- Yuning Pan
- Laurel Taylor
- Bernie Zinck
- Spencer Laing
- Gerald MacPherson

Staff:

- Rachel Bedingfield, Director of Parks and Recreation
- Jennifer West, Recording Secretary

REGRETS:

Dan Troke, Chief Administrative Officer, Town of Kentville

1. APPROVAL OF THE AGENDA AND LAND ACKNOWLEDGEMENT

Meeting is called to order at 10:35 a.m.

2. APPROVAL OF THE AGENDA

It was moved by Spencer Laing and Laurel Taylor

That the agenda for the Committee meeting of November 12, 2021 be approved.

MOTION CARRIED

3. GETTING TO KNOW WHO IS IN THE ROOM

4. ACCESSIBILITY IN NOVA SCOTIA

- Review of accessibility in Nova Scotia
- Review of accessibility in Kentville
- Review of Roberts Rules of Order

5. DOCUMENT REVIEW

- Review of Town Statement of Commitment on Accessibility
- Review of Terms of Reference, KIAAC
- Review of Terms of Reference, Task Teams
- Review of Policy G57 Committees of Council
- Review of Covid-19 Workplace Safety Policy

6. OVERVIEW OF WORK

(a) Kentville Accessibility in Action Plan

7. ELECTION

(a) Chair

Spencer Laing is elected as Chair of the committee.

(b) Alternate

Laurel Taylor is elected as the Alternate for Chair of the committee.

8. MEETING DATES, TIMES, FREQUENCY

- 9:30 to 12:00 meeting time works for everyone
- Fridays work for everyone
- Proposing monthly for a few months
- December 17 for the next meeting
Proposed agenda items: updates from the Town, review of Plan Implementation, Street renaming task team.
- January 14, 2022
- February 11, 2022
- March 11, 2022
- April 8, 2022 (discuss moving to every 2 months)
- ACTION: Share files with members (spreadsheet, statement of commitment), and fix file management website
- ACTION: Jennifer to share calendar invites to all next meetings

9. ADJOURNMENT