



**TOWN OF KENTVILLE**

**KENTVILLE INCLUSION AND ACCESS ADVISORY COMMITTEE**

Meeting Minutes: December 17, 2021

Town Hall, 354 Main Street, Kentville Nova Scotia

**PRESENT**

**Committee members:**

- Yuning Pan
- Laurel Taylor
- Bernie Zinck
- Spencer Laing
- Gerald MacPherson
- Councillor Cathy Maxwell

**Staff:**

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

**REGRETS:**

Dan Troke, Chief Administrative Officer, Town of Kentville  
Cate Savage

**1. APPROVAL OF THE AGENDA AND LAND ACKNOWLEDGEMENT**

Meeting is called to order at 9:35 a.m.

**2. APPROVAL OF THE AGENDA**

It was moved by Cathy Maxwell and Laurel Taylor

**That the agenda for the Committee meeting of December 17, 2021 be approved.**

**MOTION CARRIED**

**3. SETTING PRIORITIES**

**a. Tactical Actioning of Priorities**

Discussion about priorities that are important to members or easy to achieve.

- Emotional Intelligence training for staff, Council and the committee (*and also police staff and library staff*) is the foundation of making good decisions. Hope to find sessions that are impactful and ongoing.
- Digital inclusion- making sure that our information isn't only online or digital.

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- Idea of sharing staff and Council training with the public. Not keeping the training to ourselves but opening it up to residents.

Discussion about how to deliver training- “top down”. Focusing on council and staff will help them support proposals, initiatives and further education and training going out to residents.

Discussion about newcomers and welcoming. There are two streams of organizations based on whether they have resident status or not. Valley Community Learning Association is highly involved in welcoming new residents. There is a need for international students to be welcomed into the community. Reaching out to newcomers through landlords, childcare, and schools.

- Transportation is a very big issue as well in this action plan. Bring in organizations who are experts, such as Canadian National Institute for the Blind, Atlantic Canada Special Education Association, Kings County Family Resource Centre.

#### **4. ACCESSIBILITY IN NOVA SCOTIA**

##### **a. Accessibility Directorate Presentation (Julia Stephenson)**

Discussion about community engagement about accessibility around the province

Discussion about built environment standards in new vs. existing structures.

Discussion about compliance in the public sector.

*Presentation available*

#### **5. MEETING STRUCTURE**

##### **a. How public are we making our meetings**

Do we want to have a portion of the meeting in the public?

Logistically, zoom meetings may limit numbers.

Suggest 30 minutes of online engagement. Can people call in or attend in person?

Create an email for [accessibility@kentville.ca](mailto:accessibility@kentville.ca) for questions and comments around accessibility.

#### **6. TASK FORCE**

##### **a. Street Naming Policy**

Discussion about having a committee member sit on this task force.

Should this committee take on this work or should we develop a task force to address this issue?

One structure could be to combine the existing applicants and Gerald and Laurel could form this task team.

How should this process engage with the local indigenous community? Changing the name of Cornwallis Street is not a simple or straightforward task.

The committee gives direction to the task team. What are the top three things for example that we want to learn? It could be a policy or a framework to bring back to the committee.

Review of terms of reference for the Task Team

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Discussion of strategies for name changes and existing policies for street naming. Important to use the lens of the medicine wheel for review of any proposed process or policy.

Background information about the history of Cornwallis.

Task team mandate:

- Review the Town of Kentville Street Naming and place naming practice and policy
- Review the policy and practice using the lens of the medicine wheel
- Incorporate best practices found in other municipal policies
- Develop an updated policy and practice for Street Naming and place naming

Rachel will reach out to Kayla Mansfield-Brown to discuss next steps for her contributions to the accessibility plan, and for potential a potential presentation about using the medicine wheel in this plan.

#### **b. Nomination of member to join**

Action items: Review and approve November and December minutes.

Next meeting: January 14, 2022 at 9:30 am.

### **7. ADJOURNMENT**

Laurel Taylor moves to adjourn, Cathy Maxwell seconds the motion.  
Meeting adjourned at 11:47 am.