



Joint Accessibility Advisory Committee
Wednesday, March 13th, 2023 at 7:00 p.m.
Microsoft Teams Meeting

A G E N D A

	Page
1. Call to Order	
2. Roll Call	
3. Amendments to Agenda	
4. Approval of the Agenda	
5. Disclosure of Conflict of Interest Issues	
6. Approval of Minutes	
a. December 13, 2023	3
7. Business Arising from the Minutes	
8. Business	
a. JAAC Work Plan Update	8
b. Coordinator Quarterly Report	10
c. Joint Accessibility Plan Update	12
d. Audit Tool Update	
e. JAAC Working Group Update	15
f. JAAC Working Group - Work Plan and Terms of Reference	19
g. JAAC Working Group - New Member Orientation	22

h. Engagement Platform

9. Other Business

10.Roundtable

11.Correspondence

12.Public Comments

13.Date of Next Meeting – June 12 2024

14.Adjournment

JOINT ACCESSIBILITY ADVISORY COMMITTEE

Wednesday, December 13th, 2023

Draft Minutes

Meeting, Date and Time A meeting of the Joint Accessibility Advisory Committee (JAAC) was held on Wednesday, December 13th, 2023, on Microsoft Teams.

Attending

JAAC Members

Mary Fox – Citizen Member (Chair)
Doug Ralph – Citizen Member (Vice Chair)
Alan Price – Citizen Member: West
Andy Nette – Commissioner, Village of Port Williams
Andy Vermeulen – Commissioner, Village of Canning
Crystal McCormack – Citizen Member: Central
Dino Wamboldt – Citizen Member: East (Arrived at 7:09)
Don Nauss – Citizen Member
Michael Keith – Commissioner, Village of Cornwallis Square
Mike Bishop – Commissioner, Village of Kingston
Robert Sealby – Commissioner, Village of Greenwood

Municipal Staff

Katie MacArthur – Accessibility Coordinator
Shawn Fevens – Recreation Coordinator
Haley Hutt – Recording Secretary

Regrets

Councillor Lexie Misner – District 2
Terry Brown – Manager of Inspection & Enforcement Division
Shelley Hopkins – Citizen Member

Absent

Rick Balsor – Commissioner, Village of Aylesford
Quentin Hill – Commissioner, Village of New Minas

1. **Call to Order** Mary Fox, Chair, called the meeting to order at 7:03 p.m.
2. **Roll Call** Roll call was taken.
3. **Amendments to the Agenda** None
4. **Approval of the Agenda** **On motion of Commissioner Vermeulen and Commissioner Sealby, that the Joint Accessibility Advisory Committee approve the December 13th 2023 agenda as circulated.**
The question was called on the motion. Motion carried.
5. **Disclosure of Conflict of Interest Issues** There were no conflict of interest issues disclosed.
6. **Approval of Minutes**
 - a. **November 8th, 2023** **On motion of Mr Nauss and Mr. Price, that the minutes of the Joint Accessibility Advisory Committee meeting held on November 8th, 2023 be approved as circulated.**
The question was called on the motion. Motion carried.
7. **Business Arising from the Minutes** There was no business arising from the minutes.
8. **Business**
 - a. **Presentation by Julie Glaser, Municipal Accessibility Support Coordinator for the** Julie Glaser, introduced her role to the committee and spoke on the work that she does, and that the province is doing with the Accessibility Standards being developed. Ms. Glaser asked the committee for

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feedback on the committee's experience and where her roll could provide support. Feedback was provided to Ms. Glaser

**b. Accessibility
Coordinator
quarterly report**

Ms. MacArthur shared that the December Quarterly Update was included in the [agenda package](#) and invited the committee to review the document and contact her with any questions or comments.

**c. 2024-2025
Proposed Budget**

Per section 12.13.2 of the Terms of Reference, the JAAC is required to review and recommend an annual budget for the upcoming fiscal year to Municipal Council and Village Commissions. Ms. MacArthur briefly outlined the suggested budget prepared by staff.

On motion of Commissioner Sealby and Commissioner Vermeulen, that the Joint Accessibility Advisory Committee accept the proposed budget for 2024-2025 as presented at the Joint Accessibility meeting on December 13, 2023 and recommend to the Municipal CAO and the Village Clerks for final approval.

The question was called on the motion. Motion carried.

**d. 2024 Proposed
meeting schedule**

Per section 12.2.2 of the Terms of Reference, the JAAC is required to approve the meeting schedule for the upcoming calendar year at the meeting in December. Municipal staff proposed meeting quarterly on the second Wednesday of the months of March, June, September, and December at 7:00 pm.

On motion of Mr. Nauss and Commissioner Sealby, that for the 2024 calendar year, the Joint Accessibility Advisory Committee will meet quarterly (March, June, September, December) at 7pm on the second

Wednesday of the month as outlined in the 2024 Meeting Schedule.

The question was called on the motion. Motion carried.

e. Work Plan Update Ms. MacArthur presented an update on the JAAC’s work plan which was included in the [agenda package](#). The new committee work plan will be presented at the March 2024 meeting.

f. Employment Standard Development Committee Draft Recommendations Ms. MacArthur asked the committee for feedback on the draft recommendations which was included in the [agenda package](#). Committee provided feedback to Ms. MacArthur.

9. Other Business There was no other business arising.

10. Roundtable There was no roundtable discussion.

11. Correspondence There was no new correspondence.

12. Public Comments There were no members of the public in attendance.

13. Date of Next Meeting The next meeting will be held on Wednesday, March 13, 2024 at 7:00 p.m. on Microsoft Teams

14. Adjournment **There being no further business, on motion of Commissioner Vermeulen and Commissioner Bishop, the meeting adjourned at 8:48 p.m.**

Approved by:
Joint Accessibility Advisory Committee

Day/Month/Year

DRAFT

Description	Summarized Approach	Target Completion Date	Review
Review and give feedback on presentations from Municipal and Village staff based on actions outlined in “Our Joint Accessibility Plan”	Through presentations by Municipal and Village staff, the committee will give recommendations based on expertise and lived experience on topics including, but not limited to: trails and sidewalks, built environment upgrades, Information and communication technologies, staff/Council/Commission training, current hiring practices, and communications (website reviews and suggestions for improvements).	Ongoing	
Review quarterly report from Accessibility Coordinator	A quarterly report is required from the Accessibility Coordinator per Our Joint Accessibility Plan. The committee will review the report and consider & give suggestions on additional actions and next steps.	March 2024, June 2024, September 2024, December 2024	
Review and consider information from the NS Accessibility Directorate	Based on information released from the NS Accessibility Directorate, the committee shall review and give comment to further guide standard development and ongoing provincial goals/objectives.	December 2024	

Joint Accessibility Advisory Committee - Work Plan

Participate in accessibility awareness events.	Participate/attend accessibility awareness events including but not limited to access awareness week events and International Day for Persons with Disabilities events.	December 2024	
Participate/Guide/Give feedback on Accessibility Plan update.	An update to the current “Our Joint Accessibility Plan” is due by April 2025. The committee will participate in guiding the development of the update – and provide feedback and input at each step following the Accessibility Plan Update work plan.	March, 2025	

TO	Joint Accessibility Advisory Committee
PREPARED BY	Katie MacArthur, Accessibility Coordinator
MEETING DATE	March 13, 2024
SUBJECT	Accessibility Coordinator Quarterly Report

ORIGIN

- Accessibility Coordinator to provide a quarterly report per the “Our Joint Accessibility [Plan](#)”

QUARTERLY REPORT

Below are some of the activities/actions that I have been working on since the last quarterly report:

1. Work with the Joint Accessibility Advisory Committee (JAAC) and the JAAC Working group – including work on budget, developing agendas, presentation topics, updates etc. Working on Terms of Reference and Work Plan for the working group.
2. Work with Villages – continued meetings with clerks and Village commissions.
3. Participating in training, focus groups, round tables, and webinars for the development of Provincial Standards and to keep up with current best practices in Municipal accessibility. Lately this has been especially around the recommendations for the Employment standard, and transportation standard.
4. Working with counterpart in Annapolis County to deliver Accessibility Foundations training and scheduled in person training in December.
5. Continue to offer accessibility orientations for new Municipal staff and offered for Village staff.
6. Working on Accessibility events including Autism Awareness flag raising and Access Awareness Week event.
7. Working on supporting staff to access other training opportunities including digital accessibility, document accessibility and plain language training. Working with Diversity staff on the rollout of a learning management system (LMS) for Municipal staff to record/provide training opportunities.

8. Completed accessibility assessments on five Village/Municipal assets. Continuing to schedule through the spring. Will incorporate the new audit tool and support other staff members to learn to use this tool.
9. Working with Municipal Business Development Analyst on accessible offerings for businesses.
10. Working with Municipal Procurement officer on Accessible Procurement.
11. Incorporated budget for providing accommodations for Municipal meetings and events into the 2024-25 Municipal budget.
12. Continued work with Engineering and Public Works and Recreation staff to collaborate for further Aylesford Lake upgrades and other combined accessibility work.
13. Working on training for current accessible features (ie. Hearing assistance technology in Municipal Council chambers) and promotion of those features.
14. Ongoing work to update the Municipal grants process to incorporate accessibility into the process/evaluation of applications.
15. Working with the AMANS Accessibility Steering Committee to help with accessibility program website, accessibility leads Community of Practice, and training opportunities, design of accessibility audit tool.
16. Supporting Municipality and Villages with grant applications for Provincial Access-Ability grant.
17. Supporting community non-profit organizations with grant opportunities and connecting for more first voice engagement.
18. Providing presentations on accessibility to non-profit organizations.
19. Setting up regular meetups for Kings County accessibility leads (Wolfville, Kentville, Berwick and myself).
20. Supporting the planning of upcoming Municipal elections, to ensure accessibility.
21. Planning for Our Joint Accessiiblity Plan Update including research and development of a work plan.



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Joint Accessibility Advisory Committee Description & Work Plan- Our Joint Accessibility Plan Update

Description

An update to our current Accessibility Plan (Our Joint Accessibility Plan) is required to be complete by April 2025. Like the original plan, the update needs to:

- Outline the process we have made removing and preventing barriers (achievements to date from the date of the last plan).
- How we will prevent future barriers and remove current barriers that have been identified.
- The process in place to assess the impact of these actions.

This update also must include updates to reflect any enacted standards.

Below is a proposed work plan for development of the update, based on the Joint Accessibility Advisory Committee (JAAC) meeting schedule for 2024. Additional individual meetings/support may be required between these full JAAC meetings.

More information will be provided from the Accessibility Directorate in the coming months; however, time will be tight if we don't start working on the update.

March 2024

Description	Summarized Approach	Targeted Completion
Approve Work Plan	Coordinator will create a work plan to guide the update process. Committee will offer feedback and additional items.	April 2024
Decide on approach for update and other important questions.	Will discuss some overarching questions including the type of plan and plan update, type of accessibility advisory committee, learnings from the original plan, evaluations.	March 2024

June 2024

Description	Summarized Approach	Targeted Completion
Discuss/Approve Engagement Plan	Coordinator will create engagement plan to reach out to community, persons with disabilities, organizations supporting people with disabilities and individuals including actions, Municipal/Village staff, surveys/survey questions, and events.	June 2024
Draft outline of update.	Outline to include additional requirements from Built Environment Standard, achievements made by Municipality/Villages and initial additional actions.	June 2024

September 2024

Description	Summarized Approach	Targeted Completion
Engagement Results	Coordinator will present the results of staff/community engagement to committee.	September 2024
Public/Staff Engagement incorporated into plan update	Engagement results are incorporated into the plan outline including achievements made by organizations, additional actions to be undertaken, updates or changes to current accessibility plan actions.	September 2024
Plan to receive feedback on draft of plan update	Coordinator will present a plan to seek feedback from participating organizations and other stakeholders (persons with disabilities, community organizations, etc.)	September 2024

December 2024

Description	Summarized Approach	Targeted Completion
Final draft plan	Coordinator will present the final draft plan update incorporating feedback from the stakeholders.	December 2024

Incorporate any final feedback from JAAC/stakeholders and seek approval from each organization.	Feedback from December meeting, will be incorporated into final draft and approvals will be sought from each organization.	January 2025
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Description	Summarized Approach	Target Date	
Create Terms of Reference for Working Group.	The working group will create a Terms of Reference (TOR) document to guide the work, based on but not limited to the TOR of the Joint Accessibility Advisory Committee.	April, 2024	
Create and Implement a Handbook and process for onboarding new committee members.	The working group will support the Accessibility Coordinator to create a handbook and process (meetings/tours) for new committee member, both citizen members and Village Commissioners/Municipal Councilors to better support them in understanding the work and scope of the committee.	May, 2024	
Review and give feedback on presentations from Municipal and Village staff.	Through presentations by Municipal and Village staff, the working group will give recommendations based on expertise and lived experience on topics related to the six standard areas (Built Environment, Transportation, Education, Goods and Services, Information and Communications, and Employment), as well as any relevant projects falling outside of those areas.	December, 2024	
Pursue opportunities to receive training and facilitate training to County and Village Staff and public.	Support the learning of County and Village staff as well as the public by taking and facilitating training as time/funding allows.	December, 2024	

<p>Support and develop awareness and learning opportunities.</p>	<p>Working group members will support awareness and learning/training events and campaigns by contributing ideas and participating in events as possible.</p>	<p>December, 2024</p>	
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Description	Summarized Approach	Target Date	

Description	Summarized Approach	Target Date	

Terms of Reference for the Joint Accessibility Advisory Committee Working Group

Developed February 2024

Working Group Name

Joint Accessibility Advisory Committee Citizen member Working Group

- As per the Terms of Reference for the JAAC, the Committee can develop Working Groups. (see Appendix A)

Composition of Working Group

- Members will include the citizen members of the Joint Accessibility Advisory Committee.
- Members can also include members of the community who are not members of the committee. However, they must either live with a disability, represent an organization that works with people living with disabilities, be a caregiver for someone who lives with a disability, or because of their job, training, or experience, be someone with knowledge of value relevant to the committee.

Goals

- Create and Implement a Handbook and process for onboarding new committee members.
- Review and give feedback on presentations from Municipal and Village staff on accessibility related issues in Municipal and Village projects.
- Pursue opportunities to receive training and facilitate training to County and Village Staff and public.
- Support and develop awareness and learning opportunities.

Meeting Plan/Schedule

- Meetings will be held at 7pm on the second Wednesday of the Month, on months when there is no full JAAC meeting. Those months are as follows: January, February, April, May, July, August, October, & November.
- Meetings will be on Teams in January & February, otherwise will be in person at the County of Kings building – 181 Village Park Drive, Coldbrook.

Appendix A - Selection from Terms of Reference of Joint Accessibility Advisory Committee

12.14. Working Groups

12.14.1. The Committee may establish working groups which report directly to the Committee to explore specific issues related to the Accessibility Plan and/or to other responsibilities. A working group may include members of the public from the Municipality who are not Committee Members. However, they must either:

12.14.1.1. Live with a disability;

12.14.1.2. Represent an organization that works with people living with disabilities;

12.14.1.3. Be a caregiver for someone who lives with a disability; or

12.14.1.4. Because of their job, training, or experience, be someone with knowledge of value relevant to the committee.

12.14.2. The chair of a working group must be a Member of the Committee.

12.14.3. The first task of each working group will be to develop a work plan for approval by the Chief Administrative Officer and the Village Commissions.

12.14.4. The Municipality and the Villages will provide staff support and resources as required.



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Joint Accessibility Advisory Committee New Member Guide

Welcome & Purpose

Welcome to the Joint Accessibility Advisory Committee (JAAC), we truly appreciate your time and experience in creating more accessible communities. In this guide you will find information on the role and purpose of the committee, guiding documents, descriptions of the people and communities involved in the committee, how, where and when to participate in the committee and other information that may be useful.

The purpose of the committee is to provide advice to Municipal Council and the Village Commissions on issues related to accessibility. Things like identifying, preventing, and eliminating barriers to people living with disabilities, creating action plans, and supporting awareness and training. This includes Municipal and Village programs, services, initiatives, and facilities. The Committee plays an important role in helping the Municipality and the Villages become accessible communities as required under the Nova Scotia Accessibility Act.

Scope of the Committee

The Committee's purpose is to provide advice and feedback specifically for Municipal and Village assets (buildings, parks, playgrounds, etc.) and policies and programs. The committee will have little focus or impact on things outside of the jurisdiction of the Municipality or Villages (for example provincial or Town of Wolfville, Kentville or Berwick assets, educational settings like universities, Colleges, or public schools, or private businesses).

Schedule

The full Joint Accessibility Advisory Committee meets quarterly in March, June, September and December at 7pm the second Wednesday of the month either at the County of Kings building (181 Coldbrook Village Park Drive, Coldbrook) or on Microsoft Teams, as weather conditions permit, and the committee decides. The citizen members of the committee have working group meetings the other months (January, February, April, May, July, August, October & November) also at 7pm on the second Wednesday of the month.



The schedule is listed, along with agendas and minutes, on the [Municipal Website](#).

Committee Terms of Reference

Terms of Reference (TOR) are like a roadmap for a project. They outline the purpose, goals, and scope, clarifying what needs to be done, who's responsible, and how success will be measured. It's a document that helps everyone involved understand their roles and the overall expectations, ensuring everyone is on the same page.

The [Terms of Reference](#) for the JAAC is publicly available on the Municipal Website and is updated regularly.

Committee Members & Staff Support

Mary Fox: Citizen Member / Chair



I have many favourite places in Kings County, but my heart sings out when I am driving west on the 101 and you can see Blomidon coming up on the horizon. Even when I was a student many moons ago at Acadia, it was this same spot that gave me a wonderful feeling that I was on my way to my chosen home.

As an Acadia Alumni, I fell in love with the valley. Years later when my partner and I were considering where we wanted to buy a home, we discovered we both had a great love of this place so we purchased property where we can see Blomidon, can go swimming in the Minas basin and live very close to several organic farms.

I joined the committee when it first formed in the spring of 2021. I have worked with Community Inclusion Society since 2010. From 2002 until 2015, Community Inclusion Society offered provincially funded employment programs to persons with disabilities. I was a case manager from 2010 until 2015 and then became the Executive Director. With the introduction of NS Works, which resulted in all provincially funded employment services offering services to the full community, we now serve all job seekers from that program but 60-70% of our caseload are persons with disabilities – due to the high rate of disabilities in our province but also the



barriers that persons with disabilities face when seeking and maintaining employment. Community INC also offers the Edge program, a youth employment program in partnership with the Portal – and 80-90% identify as persons with disabilities (mainly learning, neurodiverse and mental health). Both programs offer job development and post employment supports, and mental health / career counselling services. Community INC also offers additional programming specific to persons with disabilities.

- Doug Ralph: Citizen Member / Vice Chair**
- Councillor Lexie Burgess: Councillor - District 2**
- Donald Nauss: Citizen Member**
- Shelly Hopkins: Citizen Member**



My favourite place in Kings County is Huntington Point. I spend many evenings there Spring, Summer and Fall having a fire, searching for treasures, and catching sunsets. I was born in Kentville and have lived all my 54 years in Kings County minus approx. 7 years living in other areas. I have lived here most of my life besides two years spent in Halifax going to school, two years living in Truro and almost three years in Whitehorse, Yukon. Accessibility has always been on my mind. I have supported family members with varying disabilities both visible and nonvisible. Helping them navigate through various “obstacles” in life has shown me that we have allot of work to do to support our environment to be more inclusive. I have worked supporting persons with disabilities for 18 years. I have supported my brother and son whom both have learning disabilities and aging family members who have needed various adaptations through out the years.

- Dino Wamboldt: Citizen Member (East)**
- Alan Price: Citizen Member (West)**

My favourite place in Kings County would have to be Baxter’s Harbour. This is the community where my mother grew up in (she is the oldest of 14 children!) I have lived in Kings County since 1984. My late father was in the military and both my parents grew up here in the Valley. I have worked directly with people with disabilities since 1995. I have the privilege of working for an organization called The Community Living Alternatives Society, where I have been a supervisor since 1999. We provide residential supports for people with physical and intellectual disabilities.



Crystal McCormack: Citizen Member (Central)

I was born with Spina Bifida, a neural tube defect which affects my mobility. Because I have had a lifetime of dealing with Accessibility issues, I felt that I could perhaps bring first hand knowledge of what people are faced with in terms of accessibility. I would like to be able to educate people on accessibility in general and what I specifically have encountered in my lifetime. Education is key to acceptance and inclusion. It's not just about getting into a room or building but also the attitudes you face in that room or building.

Andy Vermeulen: Commissioner, Village of Canning

Michael Keith: Commissioner, Village of Cornwallis Square

Robert Sealby: Commissioner, Village of Greenwood



As certainly a person who has “come from away”, I fell in love with the Annapolis Valley back in 1983 while posted to CFB Greenwood. In 1994, I was fortunate to return to the Valley and subsequently, retired from the Canadian Armed Forces. I have represented the Village of Greenwood on JAAC since its inception in 2021. It has been my privilege to watching our citizen members, municipal staff and local government representatives work together to build a dynamic and cohesive committee that is dramatically impacting accessibility within the County.

Mike Bishop: Commissioner, Village of Kingston

Quentin Hill: Commissioner, Village of New Minas

Andy Nette: Commissioner, Village of Port Williams



I am a 'Valley Boy', born in Berwick (1953) and raised at the foot of the North Mountain in Weston.

During my youth I spent a lot of time on the Bay of Fundy shoreline, in Harbourville, Turner's Brook and Black Rock, and on the mudflats of the Minas Basin. To this day my favourite place is walking my dog along the dykes near Port Williams and Wolfville (the two places we have lived during the past 38 years).

I decided that I would like to be a dentist when I was 11 years old, and graduated from the Dental School at Dalhousie University when I was 22. I returned to Berwick, where I joined Dr Peter Christie, and brought my new wife Linda, a city girl, along with me. After 4 yrs in Berwick Linda and I decided that we hadn't seen enough of the world to be so settled (we had two children and a mortgage on our first home by that time), so we arranged to volunteer with CUSO and spent two years in Botswana, Africa, where I worked as a Public Health Dentist. We didn't plan to have another child while there, but we all know how such plans unfold, and our third daughter was born in Francistown, Botswana, delivered by a midwife in the hospital I worked out of. When we returned to NS, we settled in Wolfville, where we were joined by our fourth daughter.

I have thoroughly enjoyed my career as a dentist, so much that at the age of 70 I am still working part time (2 days/wk), in the office of our daughter Alison who was born in Botswana. Alison started SeaPort Dental in Port Williams in 2017, and I was there on day one! Now that I am no longer the employer or the business person, I feel like I could continue practicing forever. Alison has promised to alert me when the first signs of failing sight or cognition appear!

We moved to Port Williams in 2012, and in 2023 a vacancy came up on our Village Commission due to the retirement of Scott Leier. I vied for this position and won it and have thoroughly enjoyed my participation on the Commission. Scott had been representing the Village on the JAAC committee, and I was asked to replace him. Prior to this I had no exposure to disability/accessibility issues, so the learning curve has been steep, but very enjoyable, made more-so by the availability and kindness of Katie MacArthur and Terry Brown.

Rick Balsor: Commissioner, Village of Aylesford

Katie MacArthur, Staff – Accessibility Coordinator

I am a Kings County resident from (almost) the beginning of my life. We moved from Windsor, NS to New Minas when I was two years old. I grew up with the values of community in my heart I believe due to my parents' involvement in community through work and volunteering. My favourite place in Kings County is Aylesford Lake beach where I spend lots of time every summer with my kids!

I did an Honours degree in Psychology with a special interest in Community Psychology, which is a field that focuses on understanding and improving the well-being of groups of people, such



as neighborhoods, schools, or entire communities. Instead of just looking at individuals, community psychologists think about how social factors, like poverty, discrimination, and access to resources, affect people's mental health and behavior. They work with communities to develop programs and interventions that address these issues and promote positive change, aiming to create healthier and more supportive environments for everyone. Essentially, it's about helping communities thrive by understanding and addressing their unique challenges and strengths. It was this background and my work in supported employment that led me to this position. I started in this role in September of 2022 and look forward to our continued work together.

Terry Brown, Staff - Manager, Inspection & Enforcement

My favourite place in Kings County is the Gaspereau Valley, it's where I grew up. I really enjoy the outdoors and outdoor activities. Enjoy being surrounded by nature and wildlife. I also enjoy making people smile. Although I don't identify as someone living with a disability, I have a severely disabled right arm. Having lived with this for the past 13 years, it has opened my eyes to a world that has lost of obstacles for those with a disability, whether physical or mental. I am passionate about the committee and its work. It's amazing what has been achieved to date and the work yet to be accomplished.

Haley Hutt, Staff - Recording Secretary

I am the Admin Assistant for the Planning, Inspections, Finance, and IT departments. My role on the JAAC is admin support and I am the recording secretary. When I'm not at the office, I can be found on the Kings County Rail trail exploring the valley with my dog Bella, or volunteering with the fire department. I strongly believe in the work that the JAAC committee does as I have two younger brothers with Autism and used to work advocating for students with accessibility needs. Please reach out to me with any Admin support you need!

Accessibility Plan

The Accessibility Plan development process ran from September 2021 - March 2022, and resulted in the first Accessibility Plan for the Municipality and the Villages. The plan will be guides our decision-making regarding all things accessibility within the Municipality, the Villages, and the Kings Transit Authority and outlines seventeen (17) actions for the following three years. After many months of hard work, the JAAC passed "Our Joint Accessibility Plan" on March 9, 2022. The update for the plan is scheduled for March of 2025.

[Our Joint Accessibility Plan](#)



Maps/Descriptions of The County and Villages

Aylesford

It has a population of approximately 800 residents. The Village is known for its agricultural activities, particularly apples and berries. Aylesford is located along Highway 101. Notable landmarks include the Aylesford United Church, constructed in 1894, and Aylesford Lake, a popular destination for fishing, boating and the beach.

Canning

Canning has a population of around 1,000 residents. Canning has a rich agricultural heritage, with local farms producing a variety of fruits and vegetables, including apples and strawberries. The village is home to several heritage buildings, including the Merritt Gibson Memorial Library, built-in 1904. Canning is also a popular destination for outdoor enthusiasts, offering hiking trails and opportunities for birdwatching.

Cornwallis Square

Cornwallis Square was originally established in 1947 as the WCG Commission and was responsible for fire protection, recreation and sidewalks in Waterville, Cambridge, and Grafton. When the rural community of Woodville was included in the service area in the 1960s the name was changed to Cornwallis Square. The area's largest employer is Michelin.

Greenwood

Greenwood is home to Canadian Forces Base Greenwood, the largest military airbase in eastern Canada. The Village has a population of approximately 5,000 residents. Greenwood offers various amenities such as schools, shopping centers, and recreational facilities.

Kingston

Kingston has a population of over 3,000 residents. The village is known for its historic buildings and scenic surroundings, including views of the Bay of Fundy. Kingston offers amenities such as schools, shops, and recreational facilities and enjoys a Village steer BBQ every summer. It is situated along Highway 101.

Municipality of the County of Kings

Kings County has a population of over 62,000. Kings County was officially incorporated as a Municipality in 1879 with the consolidation of the townships of Horton, Cornwallis, and Aylesford. This paved the way to the establishment of the present local government structure in the County. The municipality is responsible for all facets of municipal government including but not limited to, engineering and public works, community development, finance, planning and inspection. The Municipality also contributes to shared services such as waste management and public transportation.



New Minas

New Minas has a population of approximately 5,000 residents. The area is known for its commercial and retail presence, with several shopping centers and businesses. New Minas offers various amenities including schools, restaurants, and recreational facilities like Lockhart Ryan Park and many other parks and playgrounds. It is situated along Highway 101.

Port Williams

Port Williams has a population of around 1,000 residents. The village is known for its picturesque waterfront along the Cornwallis River. Port Williams includes shops, pubs located on the old wharf with views of the river, Port Williams Elementary school, and in nearby Starrs Point the Fox Hill Cheese Farm.

Committee Meetings – What to Expect!

There are some common elements that are part of each committee meeting including:

1. Call to Order: The meeting begins with the chairperson calling the meeting to order at the specified time.
2. Roll Call: Members of the council are often required to respond to a roll call to indicate their presence at the meeting.
3. Approval of Agenda: The council reviews and approves the agenda for the meeting, which outlines the items to be discussed and any relevant documents or reports.
4. Minutes: The minutes of the previous meeting are reviewed and approved by the council.
5. Reports and Presentations: Members may receive reports from municipal staff, or external organizations. Presentations on specific topics may also be scheduled.
6. Motions and Debate: Council members may propose motions on various matters, which are then debated and voted upon by the council. Members typically address the chairperson when speaking and follow rules of decorum and parliamentary procedure.
7. Public Participation: Meetings include a designated time for public input, allowing residents to address the committee on specific issues or concerns.
8. Adjournment: The meeting concludes with a motion to adjourn.

In full committee meetings in person, the microphones are used to assist with all members being able to hear.

Staff Contact Information

Katie MacArthur – Accessibility Coordinator



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Links and Other Important Information

[Municipality of the County of Kings](#)

[Nova Scotia Accessibility Directorate](#)

[Association of Municipal Administrators – Accessibility Support Program](#)

