



Joint Accessibility Advisory Committee
Wednesday, December 10, 2025 at 6:00 p.m.
Microsoft Teams

A G E N D A

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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. September 10, 2025	3
7. Business Arising from the Minutes	
8. Business	
a. Election of Officers (Chair and Vice Chair)	
b. MOK Diversity Staff – Land Acknowledgement Presentation – Charissa Kleine Deters, Diversity Specialist	
c. Proposed Budget 2026-2027	7
d. Proposed Meeting Schedule 2026	8
e. Other updates	
9. Other Business	
10. Roundtable	
11. Correspondence	

12. Public Comments

13. Date of Next Meeting: TBD (per proposed schedule)

14. Adjournment

Accommodations are available for this meeting: please submit your request at
www.countyofkings.ca/accommodationsrequest

Land Acknowledgement

The Municipality of the County of Kings is in Mi'kma'ki, the ancestral, unceded, and current territory of the Mi'kmaq Peoples. The Municipality of the County of Kings is a neighbour to Annapolis Valley First Nation and Glooscap First Nation, as well as a diverse urban and rural Indigenous population. We are all treaty people and commit to upholding the Peace and Friendship Treaties and working towards reconciliation in all areas of the Municipality.

JOINT ACCESSIBILITY ADVISORY COMMITTEE

Wednesday, September 9, 2025

Draft Minutes

Meeting, Date and Time	A meeting of the Joint Accessibility Advisory Committee (JAAC) was held on Wednesday, September 11, 2025, in Council Chambers, at 181 Coldbrook Village Park Drive at 6:00 pm
Attending JAAC Members	Mary Fox – Citizen Member (Chair) Crystal McCormack – Citizen Member: Central Jordan Waterbury – Citizen Member: East Councillor Robbie Hiltz Andy Nette – Commissioner, Village of Port Williams Doug McLean – Commissioner, Village of Cornwallis Square John DeCoste – Commissioner, Village of Aylesford Mike Bishop – Commissioner, Village of Kingston
Municipal Staff Presenting Guests Regrets	Katie MacArthur – Accessibility Coordinator Terry Brown – Manager of Inspection & Enforcement Division Leslie Malley – Recording Secretary Meg Hodges, Kings Transit Authority Ashley Brooker-Trails, Parks & Active Transportation Coordinator with the County of Kings Alan Price, Citizen Member (West) Ryan Hutt, Citizen Member Clare Rivard, Commissioner, Village of Canning (not yet affirmed) Quentin Hill-Commissioner, Village of New Minas Doug Ralph-Citizen Member

Members of the Public	None
1. Call to Order	Mary Fox, Chair, called the meeting to order at 6:08 p.m.
2. Roll Call	Committee members and guests introduced themselves and attendance was noted.
3. Amendments to the Agenda	The Chair noted that Ms. Hodges was delayed and suggested that her item be after Ms. Brooker's presentation.
4. Approval of the Agenda	<p>On motion of Councillor Hiltz and Commissioner Nette, that the Joint Accessibility Advisory Committee approve the June 11, 2025 agenda as amended.</p> <p>The question was called on the motion. Motion carried.</p>
5. Disclosure of Conflict-of-Interest Issues	There were no conflict-of-interest issues disclosed.
6. Approval of Minutes a. June 11 2025	<p>On motion of Commissioner McLean and Commissioner DeCoste, that the minutes of the Joint Accessibility Advisory Committee meeting held on June 11, 2025, be approved as circulated.</p> <p>The question was called on the motion. Motion carried.</p>
7. Business Arising from the Minutes	There was no business arising from the minutes.
8. Business	

a. Presentation from Trails, Parks & Active Transportation	Ms. Ashley Brooker, Trails, Parks & Active Transportation Coordinator, gave a presentation on her role as Trails, Parks & Active Transportation Coordinator within the County of Kings, Portfolio & Service Delivery, Completed Projects and Completed Projects that her role has been involved in.
b. Presentation from Kings Transit	Ms. Meg Hodges, Manager of Kings Transit Authority, gave a presentation on her role as Manager, an overview of Kings Transit history, where they serve, what they are working on and what they are doing for accessibility.
c. Inter Municipal Service Agreement Updates	Ms. Katie MacArthur, Accessibility Coordinator, provided and update on the latest draft of amendments to the Inter Municipal Service Agreement. There were no comments, and Ms. MacArthur will update the committee when it is ready for approval.
9. Other Business	None.
10.Roundtable	A discussion occurred regarding citizen members relocating within their term and the process to inform the Municipality.
11.Correspondence	There was no new correspondence.
12. Public Comments	None.
13. Date of Next Meeting	The next meeting of the JAAC will be held on December 10 at 6 PM virtually.
14. Adjournment	There being no further business, the meeting adjourned at 7:09 p.m.

Approved by:
Joint Accessibility Advisory Committee

Day/Month/Year

Joint Accessibility Advisory Committee
Proposed Operating Budget

	2023/24 Actual	2025/26 Approved Budget	2026/27 Proposed Budget
Honorariums - Citizen Members	\$5,500	\$10,400	\$10,400
Citizen Member Travel	208	2,600	2,600
Recruitment / Advertising/Supplies	-	1,000	1,000
Consultant / Training	-	-	-
Total	\$5,708	\$14,000	\$14,000

JAAC Coordinator	99,800
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Unit	Total 25-26 Assessment	General Costs Allocation	Share of Committee Costs	Share of JAAC Coordinator	Total Proposed Cost 2026/27	2025/26 Approved Budget	2024/25 Approved Budget
Municipality*	\$ 5,279,315,600	74.16%	\$ 10,382	\$ 79,840	\$ 90,222	\$ 92,904	\$ 89,368
Canning	69,351,500	0.97%	136	752	888	893	861
New Minas	479,754,900	6.74%	943	5,205	6,148	6,621	6,457
Greenwood	243,841,800	3.43%	480	2,646	3,126	3,156	3,025
Kingston	335,016,300	4.71%	659	3,635	4,294	4,304	4,064
Aylesford	84,114,600	1.18%	165	913	1,078	1,092	1,038
Port Williams	248,205,000	3.49%	488	2,693	3,181	3,249	3,132
Cornwallis Square	379,412,400	5.33%	746	4,116	4,862	4,980	4,856
Total	\$ 7,119,012,100	100%	\$ 14,000	\$ 99,800	\$ 113,800	\$ 117,200	\$ 112,801

**includes the assessment base of the seven villages*

Assessment bases have been updated as per section 33 of the IMSA agreement

TO	Joint Accessibility Advisory Committee
PREPARED BY	Katie MacArthur, Accessibility Coordinator
MEETING DATE	December 10, 2025
SUBJECT	Proposed Meeting Schedule 2026

ORIGIN

- Committee to approve a meeting schedule per the Joint Accessibility Advisory Committee (JAAC) [Terms of Reference](#).

RECOMMENDATION

That the Joint Accessibility Advisory Committee approve the “Proposed Meeting Schedule 2026” as presented at the committee meeting of December 10, 2025.

PROPOSED MEETING SCHEDULE

January 2026: Working group meeting 6pm on Teams.
February 2026: Working group meeting 6pm on Teams.
March 2026: JAAC Meeting 6pm on Microsoft Teams.
April 2026: Working group meeting 6pm in the Tides Room.
May 2026: Working group meeting 6pm in the Tides Room.
June 2026: JAAC Meeting 6pm in Council Chambers.
July 2026: Working group meeting 6pm in the Tides Room.
August 2026: Working group meeting 6pm in the Tides Room.
September 2026: JAAC Meeting – 6pm in Council Chambers.
October 2026: Working group meeting 6pm in the Tides Room.
November 2026: Working group meeting 6pm in the Tides Room.
December 2026: JAAC Meeting – 6pm on Microsoft Teams.

In summary, full JAAC meetings would be scheduled quarterly, and working group meeting would be scheduled in the off months of the JAAC. Working groups are outlined in item 12.14 of the [Terms of Reference](#). It is proposed by staff that the working group continue to be made up of the JAAC citizen members and supported by Municipal staff.