



## Meeting Minutes

Friday November 8, 2024, 10:00am, Microsoft Teams

### **Committee Member's Present:**

Stephanie Keilhack, Peter McCracken, Michelle Parsons, Richie Wilcox, Rachel Smith, Tammy Drew-Howse

1. Call to Order (Reminder: record meeting)  
The meeting was called to order at 9:55am and was chaired by Rachel Smith.
2. Approval of Agenda  
The agenda was approved as circulated.
3. Plan Revision/Ideation: Programs & Services (listed for reference)
  - a. Recreation – **no discussion**
  - b. Grant program – **reviewed and discussed**
  - c. Water, taxation, waste collection, permits
  - d. Customer service centres (Parrsboro, Springhill, Upper Nappan, Pugwash) – **no discussion**
  - e. Tourism sites (Glooscap Campground, Cape d'Or) – **reviewed and discussed**
  - f. Strategic Planning, communications, equity & accessibility – **no discussion**
  - g. Emergency Management/Planning, RCMP, & Fire Services – **reviewed and discussed**
  - h. Council, elections – **no discussion**

### **Summary of discussion:**

- **Grants Program**
  - Ideas for plan:

- prioritize under-represented demographics
  - More flexible assessment options: e.g. video submission for oral-based information or ASL
  - Provide support for those applying for grants
  - Review process to make applications more accessible in future
  - **Demographic surveys**
    - Ideas for plan:
      - staff survey, use the results to choose training options (based on need)
      - public health may have demographic info (Cumberland County)
  - **Tourism sites**
    - Idea for plan:
      - Enhance the presence of cultural information at MCC recreation and tourism sites. Consultation with Indigenous partners on future planning in these sites.
  - **Emergency services**
    - Ideas for plan:
      - possible meeting between EDAC & Police Advisory Committee (process and benefits)
      - include fire services staff and volunteers in MCC intercultural & Anti-racism/ hate training.
  - **Newcomers**
    - Idea for plan:
      - include a welcome information package online and at service centers.
4. Planning for future meetings
- a. December: section
  - b. January: Truth & Reconciliation and/or Leadership & Decision-Making section
5. Date of Next Meeting: **December 13, 2024, via TEAMS**
6. Adjournment: **The meeting was adjourned at 11:01 am.**

<b><u>Action List Items</u></b>	<b><u>Responsibility</u></b>	<b><u>Due Date</u></b>	<b><u>Status</u></b>
1. Finalization of Equity plan	Stephanie, Committee	Dec-Jan	In Progress
2. Review plan with CAO	Stephanie, Peter	Jan	
3. Revise and present to Council	Stephanie, Peter	Feb	
4. Review materials from Equity Leads meeting in Wolfville with committee members.	Stephanie	Dec	In Progress
5. Look into intercultural training provided by HRM for their paid firefighters	Rachel	-	-

