



**Inclusion Queens Committee (IQ Committee)**  
**(formerly Dismantling Discrimination and Hate Committee)**  
**Thursday, January 15, 2026**  
**6:30 p.m.**  
**Council Chambers / Microsoft Teams**

**MINUTES**

*Present:*

Scott Christian, Chair  
Paul Wood, Vice Chair  
Carrie Thorpe, Public Member  
Carley Mulally, Public Member  
Connor McQuarrie, Public Member  
Holly McConnell, Director of People & Culture/Staff Representative  
Kate Wong, Recording Secretary

**1.0 Call to Order**

The meeting was called to order at 6:33 p.m. by Scott Christian, Chair.

The Chair acknowledged that the meeting took place in Mi'kma'ki, the traditional unceded territory of the Mi'kmaq people, and recognized that all present are treaty people with shared rights and responsibilities.

**2.0 Roll Call / Introductions**

Carley Mulally introduced themselves as a new committee member and was welcomed by the committee. The appointment had previously been approved by Council through the standard appointment process; no motion was required.

**3.0 Approval of Agenda**

**Moved by Carrie Thorpe, seconded by Paul Wood;**



**THAT** the Inclusion Queens Committee approve the agenda as amended to include a roundtable discussion on minute-taking practices as Item 11.0

**MOTION CARRIED, unanimously.**

#### **4.0 Adoption of Minutes – December 9, 2025**

**Moved by Paul Wood, seconded by Carrie Thorpe;**

**THAT** the Inclusion Queens Committee the minutes of December 9, 2025 be adopted as circulated.

**MOTION CARRIED, unanimously.**

#### **5.0 Committee Name Discussion**

The committee discussed the current name “Dismantling Discrimination and Hate Committee”. Members expressed concern that the language may feel aggressive or uninviting to the public.

The discussion emphasized the importance of a name that reflects inclusion, equity, and belonging, while remaining aligned with the committee’s mandate.

Several alternatives were discussed. Consensus emerged around Inclusion Queens Committee, with the acronym IQ Committee, as being positive, accessible, and reflective of the committee’s purpose.

**Moved by Paul Wood, seconded by Carley Mulally,**

**THAT** the Dismantling Discrimination and Hate Committee adopt the name Inclusion Queens Committee

**MOTION CARRIED, unanimously**

#### **6.0 Committee Membership and Recruitment**

The committee reviewed the Terms of Reference, which allow for up to ten community members, in addition to Council representation.



It was noted that several former members are no longer participating due to capacity constraints or previous negative experiences. The committee discussed the importance of renewed outreach and inclusive recruitment.

Proposed recruitment strategies included:

- Issuing another public call for members via Facebook
- Targeted advertising
- Outreach to the South Shore Multicultural Association
- Connection with ISANS (Immigrant Services Association of Nova Scotia)

Staff support to connect with ISANS and explore outreach options.

Members also noted past achievements of the former committee, including awards and public awareness initiatives, and emphasized the importance of maintaining momentum.

## **7.0 Community Engagement and Presentations**

The committee discussed the previous practice of inviting community members to speak about lived experience and community perspectives, noting this approach as valuable capacity building work for the committee. Members supported reintroducing short presentations prior to meetings to build understanding and awareness of diverse communities and issues. It was also noted that AMANS has offered support to municipalities in building inclusive and effective committees. Discussion followed regarding the provision of speaker honoraria, with reference to previous practice that provided approximately \$200 per speaker. Staff will confirm with Finance whether funding for speaker honoraria is currently available.

### **7.1 Community Survey Redeployment**

The committee reviewed a community survey conducted in 2021 via Facebook and the municipal website. While limited in response volume, the survey produced valuable qualitative data.



Members agreed that redeploying the survey would provide insight into changes over time and inform future action planning. Proposed enhancements included:

- Targeted Facebook advertising
- Use of QR codes
- Incentives such as a \$50 draw to increase participation

**Moved by Connor MacQuarrie, seconded by Carrie Thorpe;**

**THAT** the Inclusion Queens Committee redeploy the community survey.

**MOTION CARRIED, unanimously.**

A working group consisting of Paul and Connor, with staff support, will develop a deployment strategy and report back at the next meeting.

## **8.0 Provincial Engagement**

The committee discussed the value of inviting a provincial representative to speak on equity and inclusion initiatives, including current provincial action plans. Members agreed that hearing directly from the province would support alignment between municipal and provincial efforts and help inform the committee's ongoing work. Staff will explore inviting an appropriate provincial representative to a future meeting.

## **9.0 Legislative Requirements and Action Planning**

The committee discussed legislative requirements related to anti-racism and inclusion planning. While members acknowledged that minimum compliance can be achieved through references within the Municipal Strategic Plan, there was consensus that the committee should pursue more meaningful and substantive work. Discussion focused on understanding the municipality's sphere of influence, balancing internal organizational practices with the municipality's role in community leadership, and using the previously developed action plan prepared by former staff as a foundational document to guide future work.



The committee agreed to:

- Review pages 16–22 of the existing plan
- Update the plan to reflect current conditions
- Incorporate findings from the redeployed community survey

This updated document will form the committee's new action plan.

### **10.0 Small Grant Program**

The committee reviewed the former Diversity and Inclusion Small Grant Program and discussed associated budget considerations. Members sought clarification on whether funding is available in the current fiscal year and noted that program timelines require funded projects to be completed within the same fiscal year in which funds are awarded. The committee agreed that launching the program in April 2026 would be more equitable and practical, allowing sufficient time for outreach, application review, and project completion. Staff will confirm current and prior budget allocations and advise the committee by email. Members also agreed to review and refine the grant program guidelines as homework in preparation for the next fiscal year.

#### **Budget Recommendation**

The committee discussed the need to make a formal recommendation to Council during budget deliberations for continued funding.

**Moved by Connor MacQuarrie, seconded by Carrie Thorpe,**

**THAT** the Inclusion Queens Committee recommend Council bring forward a report for budget deliberations related to committee operations and programming.

**MOTION CARRIED, unanimously.**

Vice Chair Wood was not present for the vote.



## **11.0 Roundtable – Approach to Minutes and Inclusive Language**

The committee discussed current practices in meeting minutes, including the use of gendered honorifics and pronouns.

Concerns were raised regarding assumptions and the potential for misidentification. Members discussed alternative approaches, including use of first initials and last names only.

It was acknowledged that any organization-wide procedural change would require Council approval and should be supported by education and ally training.

The committee agreed:

- To adopt non-gendered language and avoid pronouns in IQ Committee minutes
- That broader changes should be addressed through future policy review and training initiatives

## **12.0 Committee Appointments**

It was confirmed that committee appointments are accepted on an ongoing basis. Applications are reviewed by the committee and, where supported, recommendations are brought forward to Council for consideration. Final appointments are approved by Council through an in-camera process.

## **13.0 Next Meeting**

The next meeting of the Inclusion Queens Committee is scheduled for Thursday, February 12, 2026 at 6:30 p.m.

## **14.0 Adjournment**

Meeting was adjourned at 8:22 p.m.