



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 15.2.1
Halifax Regional Council
January 14, 2020

TO: Mayor Savage and Members of Halifax Regional Council

Original Signed

SUBMITTED BY:

Mayor Mike Savage, Chair, Executive Standing Committee

DATE: December 19, 2019

SUBJECT: **Women's Advisory Committee – Establish a Staff Board**

ORIGIN

December 16, 2019 meeting of the Executive Standing Committee, Item 12.1.1.

LEGISLATIVE AUTHORITY

Administrative Order One – the Procedure of the Council Administrative Order, Schedule 6, Executive Standing Committee Terms of Reference, section 8 which states that the Executive Standing Committee “shall act as a review committee for matters related to the general self-governance and administration of Council as directed by the Council.”

The Public Appointment Policy - Governing citizen appointments to HRM agencies, boards, committees, commissions, and external bodies approved by Halifax Regional Council in August 2011.

RECOMMENDATION

The Transportation Standing Committee recommends that Halifax Regional Council establish a staff board, pursuant to Section 6.2 of the Public Appointment Policy, consisting of the Managing Director of Diversity and Inclusion, Advisor from Diversity and Inclusion, a representative from the Municipal Clerk's Office, and the Chief Administrative Officer or their designate, to review applications to the Women's Advisory Committee, and disclose to the Executive Standing Committee any relevant evaluations or references that may have been conducted.

BACKGROUND

A staff report dated December 4, 2019, pertaining to establishing a staff board to review applications to the Women's Advisory Committee and advise the Executive Standing Committee accordingly, was before the Executive Standing Committee at their December 16, 2019 meeting.

For further information on the background of this item, refer to the staff report dated December 4, 2019 (Attachment 1).

DISCUSSION

The Executive Standing Committee considered the staff report dated December 4, 2019 at its meeting held on December 16, 2019. The Executive Standing Committee approved a recommendation to forward to Halifax Regional Council, as outlined in the 'Recommendation' section of this report.

For further discussion on this item, refer to the staff report dated December 4, 2019.

FINANCIAL IMPLICATIONS

As set out in the staff report dated December 4, 2019.

RISK CONSIDERATION

None identified.

COMMUNITY ENGAGEMENT

The Executive Standing Committee meetings are open to public attendance and members of the public are invited to address the Standing Committee for up to five (5) minutes during the Public Participation portion of the meeting. Meetings are live webcast on Halifax.ca. The agenda, reports, video and minutes of the Executive Standing Committee are posted on Halifax.ca.

For further information on Community Engagement as it relates to this item, refer to the staff report dated December 4, 2019.

ENVIRONMENTAL IMPLICATIONS

None identified.

ALTERNATIVES

The Executive Standing Committee did not provide alternatives.

Refer to the staff report dated December 4, 2019 for alternatives.

ATTACHMENTS

Attachment 1 - Staff report dated December 4, 2019.

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Judith Ng'ethe, Legislative Assistant, Municipal Clerk's Office 902.490.6517



P.O. Box 1749
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Item No. 12.1.1
Executive Standing Committee
December 16, 2019

TO: Chair and Members of the Executive Standing Committee

SUBMITTED BY: - Original Signed -
John Traves QC, Director Legal, Municipal Clerk & External Affairs

 - Original Signed -
Jacques Dubé, Chief Administrative Officer

DATE: December 4, 2019

SUBJECT: **Women’s Advisory Committee – Establish a Staff Board**

ORIGIN

Motion passed on November 26, 2019, Regional Council to approve an Administrative Order, establishing the Women’s Advisory Committee (WAC).

LEGISLATIVE AUTHORITY

The Public Appointment Policy - Governing citizen appointments to HRM agencies, boards, committees, commissions, and external bodies approved by Halifax Regional Council in August 2011.

6.2 Staff Review

When establishing a new board, committee, or agency or making appointments for a new term to a board, agency, or committee where Council has designated a specific expertise or skills set, a staff board may be requested to review the applications.

The staff board will apply the Public Appointment policy and the board-specified qualifications, as approved by Council, to reach a consensus on how each applicant demonstrates qualification for the position.

RECOMMENDATION

It is recommended that the Executive Standing Committee recommend that Halifax Regional Council establish a staff board, pursuant to Section 6.2 of the Public Appointment Policy, consisting of the Managing Director of Diversity and Inclusion, Advisor from Diversity and Inclusion, a representative from the Municipal Clerk’s Office, and the Chief Administrative Officer or their designate, to review applications to the Women’s Advisory Committee, and disclose to the Executive Standing Committee any relevant evaluations or references that may have been conducted.

BACKGROUND

The purpose of the Women's Advisory Committee is to advise the Municipality on the impact of municipal policies, programs, and services on women. On November 26, 2019, Regional Council approved an Administrative Order to establish the Committee.

Committee Composition – 10 Members

Two (2) members of Council (on being a member of the Executive Standing Committee).

Eight (8) women with at least one woman from each of the rural, suburban, and urban areas of the Municipality. The Committee shall include women from the following communities:

- (a) African Nova Scotian and Black communities;
- (b) Indigenous/aboriginal communities;
- (c) LGBTQ2S+ communities;
- (d) Immigrant communities;
- (e) Women with disabilities, and
- (f) Francophone/Acadian community.

DISCUSSION

Recruitment for the Women's Advisory Committee will occur during the month of January. As the Committee is new and strives to achieve a diverse composition, it is recommended that a staff board be convened to review and present the applications to the Executive Standing Committee.

It is recommended that the staff board consist of the Managing Director of Diversity and Inclusion, an Advisor from Diversity and Inclusion, a representative from the Municipal Clerk's Office, and the Chief Administrative Officer or their designate.

FINANCIAL IMPLICATIONS

There are no budget implications to this report that are not already included in the Operating Budget.

RISK CONSIDERATION

Not applicable

COMMUNITY ENGAGEMENT

A recruitment campaign will be conducted in accordance with the Public Appointment Policy, by the Municipal Clerk's Office during the month of January. The campaign will consist of print, (newspaper and poster campaign), social media, and a direct email-campaign with groups that worked with staff during the Diverse Voices for Change, Federation of Canadian Municipalities project completed in HRM.

ENVIRONMENTAL IMPLICATIONS

Not applicable

ALTERNATIVES

The Executive Standing Committee could choose not to direct staff to form a staff review board. However, this is not recommended due to the geographic and diversity requirements to the Women's Advisory Committee composition.

ATTACHMENTS

None

A copy of this report can be obtained online at halifax.ca or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Kevin Arjoon, Municipal Clerk 902.490.6456
