

# Employment Equity Policy

Date Approved:	September 4, 2018	Approved by:	Jacques Dubé, Chief Administrative Officer
Effective Date:	September 4, 2018		

## 1 - Employment Equity Policy

### 2 - Purpose

Halifax Regional Municipality is committed to reflecting the community it serves. Equality of opportunity will characterize both the ideals and the administration of the municipality.

Accordingly, through this policy, the CAO supports the establishment of an Employment Equity Program designed to promote the full participation of persons who may have experienced employment disadvantages.

Through approval of this policy, the CAO commits Halifax Regional Municipality to an Employment Equity program that is accountable and results oriented.

As a guiding principal, the municipality acknowledges the *Nova Scotia Human Rights Act* which prohibits discrimination in respect of employment on the basis of age, race, color, religion, creed, ethnic, national or aboriginal origin, sex, sexual orientation, physical disability, mental disability, family status, source of income, harassment (and sexual harassment), irrational fear of contracting an illness or disease, association with protected groups or individuals, political belief, affiliation or activity, gender identity, gender expression or retaliation but permits programs or activities which have as their object the amelioration of conditions of disadvantaged individuals or classes of individuals.

### 3 – Objectives

1. To increase the representation within the HRM workforce, in occupations or positions where they are under-represented, individuals representing:
  - (A) Racially Visible People
  - (B) Women
  - (C) Indigenous/Aboriginal People
  - (D) Persons with Disabilities
  - (E) LGBTQ+ community

2. To include programming which focuses on the needs and experiences of the Mi'kmaq and Black/African Nova Scotians, in acknowledgement of the history of the Province of Nova Scotia.
3. To identify and eliminate barriers that prevent the designated groups from accessing jobs, promotion and training.

## 4 - Scope

All HRM employees (full-time, part-time, temporary, summer students, co-op and work placements)

## 5 - Definitions:

1. Black/African Nova Scotians - All people of African descent and ancestry living in Nova Scotia including First African Peoples, and more recent immigrants
2. Racially Visible – includes people who are non-Caucasian or non-white and racialized people who are designated as different in terms of ethnicity, language, accent, religion and culture and on that basis subjected to unequal treatment.
3. Indigenous/Aboriginal People – in Canada refer to individuals who identify as being of First Nations, Metis and Inuit descent as defined in the Constitution Act, 1982.
4. Persons with disabilities – includes persons who identify as having a long-term or recurring physical, mental, sensory, psychiatric or learning impairment.
5. Employment Equity – Employment equity is a strategy to enable equity-seeking communities the opportunity to achieve equity in employment opportunities and benefits. Employment equity involves both recognizing and responding. It requires employers to recognize that certain practices place racialized persons, women, aboriginal peoples and people with disabilities at a disadvantage. Employment equity not only demands the elimination of such practices but also imposes positive obligation on the employers to facilitate the achievement of equity.<sup>1</sup>
6. LGBTQ+ - this acronym stands for Lesbian, Gay, Bisexual, Transgender, Queer. By including the + this also acknowledges others including those who identify as intersex, questioning, two-spirited, and other self-identifying definitions

## 6 - Roles and Responsibilities

Chief Administrative Officer (CAO)

- Approval of the Employment Equity program
- Monitor and ensure implementation of the Employment Equity program

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<sup>1</sup> Employment Equity Act S.C. 1995, c 44

- Annual report to Council

#### Human Resources

- Develop, implement and annually review the Employment Equity program
- Annually provide an Employment Equity update to CAO
- Provide corporate training to support an Employment Equity program
- Work with business units in the implementation of the Employment Equity program
- Support staff self-identification

#### Office of Diversity and Inclusion

- Partner with Human Resources on the development, implementation and ongoing review of an Employment Equity program and subsequent data collection
- Support Business Units on the implementation of an Employment Equity program
- Support staff self-identification

#### Business Units

- Work with Human Resources to implement the Employment Equity Policy
- Support employees in the participation of training to support Employment Equity
- Support staff self-identification

## 7 - Prior Policies

This policy falls under the Employment Equity Policy approved June 3, 1997 by Halifax Regional Council and any amendments.

## 8 - Effective Date

Date of approval

## 9 - Related Legislation, Policies and Practices

- Council Employment Equity Policy, 1997
- Employment Equity Act S.C. 1995, c 44
- Nova Scotia Human Rights Act
- Human Resources Hiring Policy/Practices

## 10 - Contact

Managing Director, Office of Diversity and Inclusion

Manager, Human Resources - Client Services

