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**Item No. 13.3.2**  
**Executive Standing Committee**  
**March 11, 2024**

**TO:** Mayor Savage and Members of the Executive Standing Committee

**ORIGINAL SIGNED**

**SUBMITTED BY:**

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Dr. Jacquie Gahagan, Chair, Women's Advisory Committee

**DATE:** February 1, 2024

**SUBJECT:** **Women's Advisory Committee 2024 Work Plan**

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**ORIGIN**

February 1, 2024 meeting of Women's Advisory Committee, Item 9.1.1.

**LEGISLATIVE AUTHORITY**

Administrative Order Number 2019-004-GOV, *Women's Advisory Committee Administrative Order*

9. The Committee may develop an annual work plan for approval by Executive Standing Committee.

**RECOMMENDATION**

The Women's Advisory Committee recommends that Executive Standing Committee review and approve the Women's Advisory Committee 2024 Work Plan and by May 1, 2024, the Committee will review and make amendments to the 2024 Work Plan.

## **BACKGROUND**

The Women's Advisory Committee discussed and identified priorities for their 2024 Work Plan at their December 14, 2023 and January 11, 2024 meetings and identified three priorities for 2024.

For further information refer to the attached staff report dated February 1, 2024.

## **DISCUSSION**

The Women's Advisory Committee considered the staff report dated February 1, 2024 and approved the recommendation to the Executive Standing Committee.

## **FINANCIAL IMPLICATIONS**

No financial implications identified.

## **RISK CONSIDERATION**

No risk consideration identified.

## **COMMUNITY ENGAGEMENT**

The Women's Advisory Committee is comprised of 6 citizen members and 2 Councillors. Meetings are live webcast on Halifax.ca. The agenda, reports, video, and minutes of the Committee are posted on Halifax.ca.

## **ENVIRONMENTAL IMPLICATIONS**

No environmental implications identified.

## **ALTERNATIVES**

The Women's Advisory Committee did not provide alternatives.

## **ATTACHMENTS**

Attachment 1 – Women's Advisory Committee 2024 Work Plan

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A copy of this report can be obtained online at [halifax.ca](http://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared by: Elizabeth Macdonald, Legislative Assistant, Municipal Clerk's Office 902.497.7548

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## Attachment 1

### Women's Advisory Committee 2024 Work Plan

The duties of the Women's Advisory Committee of Halifax (WACH) are specified in sections 6-9 of Administrative Order-2019-004-GOV (AO 2019-004-GOV), as indicated below:

#### ***Duties of the Committee***

*6. The Committee shall advise Council, through the Executive Standing Committee, on matters related to women as follows:*

*(a) receive and review municipal policies, priorities and decisions using a gender lens, for items directed to the Committee by Council or a Standing Committee of Council, or on its own initiative with direction from the Executive Standing Committee, and to make recommendations;*

*(b) advise on mechanisms to engage and empower women to fully participate in the political process at the municipal level;*

*(c) advise on mechanisms to promote community leadership development for women in the municipality;*

*(d) provide information and resources about women's gender-based issues to Council, including the use of Gender-Based Analysis Plus; and*

*(e) advise and make recommendations about strategies designed to achieve the objectives of the Committee.*

*7. The Committee shall advise business units, through the Chief Administrative Officer, in responding to gender-based issues and concerns of women when requested to do so by the Chief Administrative Officer.*

*8. The Committee may advise the municipality on matters relating to its participation in the UN Safe Cities and Safe Public Spaces Programme.*

*9. The Committee may develop an annual work plan for approval by Executive Standing Committee.*

To effectively carry out the duties specified above, it is important for WACH Members to be informed about issues facing women in the Halifax Regional Municipality (HRM). Thus in 2024, WACH will continue to devote time to becoming better informed about these issues and approach the following priorities through an intersectional lens.

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The three items listed in the Subcategories/Action column listed below were identified at the December 2023 WACH meeting as priorities for learning. WACH believes that devoting time to learning about these issues will enable them to more effectively perform the duties specified in AO-2019-004-GOV. The actions listed in the Performance Outcomes column indicate WACH’s desire to convert their learning to action.

***Particular attention will be given to performance indicators during 2024, particularly those pertaining to proactively reviewing HRM policies and procedures, so that learning goals are ultimately achieved. In addition, WACH will endeavor to provide input regarding broader Municipal policies such as the 2024/25 Municipal Budget.***

***To maximize the Committee’s efficiency in fulfilling the three priorities identified, WACH will create a tracking sheet to both “look ahead” at upcoming municipal policies and initiatives related to by-laws and Administrative Orders and monitor the Committee’s progress in achieving the performance indicators related to each priority.***

Subcategories/Action	Alignment with Terms of Reference	Person/ Group Responsible	Resources required other service providers, Government, Funds, etc.	Time Frame	Desired Outcome	Performance Indicators!: How will you measure your accomplishments
<p><b>Priority 1: Health, safety, wellness &amp; quality of life facing women with an emphasis on women who are marginalized.</b></p> <p><i>The following topics have been identified as being especially important</i></p>	<p>Sections 5(c), 6, &amp; 8</p>	<p>All Committee Members</p>	<p>Expertise of Committee Members, staff members of HRM, and Halifax community organizations with specialized knowledge about health, safety, wellness, and quality of life issues facing women in the HRM.</p>	<p>2024</p>	<p>Committee Members will become more knowledgeable about health, safety, wellness and quality of life issues facing women in HRM so that they may operate</p>	<p>Committee Members will review at least (1) existing HRM policy or procedure that impacts the health, safety and quality of life facing women.</p> <p>Committee Members will receive presentations from at</p>

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Subcategories/Action	Alignment with Terms of Reference	Person/ Group Responsible	Resources required other service providers, Government, Funds, etc.	Time Frame	Desired Outcome	Performance Indicators: How will you measure your accomplishments
<ul style="list-style-type: none"> <li>• Gender based violence and intimate partner violence prevention</li> <li>• Mental health issues facing women</li> <li>• Public safety so that women in marginalized communities are safe and roads are safe for women</li> <li>• Women’s income (i.e., financial literacy, poverty, basic income, pay equity)</li> <li>• Active Transportation policy development</li> </ul>					<p><i>more efficiently under their mandate.</i></p> <p><i>WACH will provide information and resources about health, safety, wellness and quality of life issues facing women to the Executive Standing Committee.</i></p> <p><i>Particular attention will be paid to data concerning these issues that has been collected or should be collected in the future.</i></p>	<p><i>least 3 organizations concerned with health, safety, wellness and quality of life issues facing women.</i></p> <p><i>Committee Members will forward at least 3 motions for action to the Executive Standing Committee that emerge from issues raised by the above reviews or presentations.</i></p> <p><i>Where data pertaining to these issues are lacking, WACH will forward motions to the Executive Standing Committee regarding collection of data for evidence-based decision making.</i></p>
<p><b>Priority 2: Women’s involvement in non-traditional roles (including</b></p>	<p><i>Sections 5, 6, &amp; 8</i></p>	<p><i>All Committee Members</i></p>	<p><i>Expertise of Committee Members, staff members of HRM, and</i></p>	<p><i>2024</i></p>	<p><i>Committee Members will become more</i></p>	<p><i>Committee Members will review at least 1 existing HRM policy or</i></p>

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<p><b>employment and involvement in municipal Council boards and committees) and in the economic growth of the HRM, with a focus on Indigenous women.</b></p>			<p><i>Halifax community organizations with specialized knowledge about issues facing women re: participating in non-traditional roles in the HRM.</i></p>		<p><i>knowledgeable about i) efforts to encourage women's full participation in the work force and municipal boards and committees and ii) understanding the barriers that face women in doing so, to enable WACH to effectively perform its role as an Advisory Committee.</i></p> <p><i>Particular attention will be paid to data concerning these issues that has been collected or should be collected in the future.</i></p>	<p><i>procedure that women's involvement in non-traditional roles</i></p> <p><i>Committee Members will receive presentations from at least 3 organizations concerned with encouraging women's full participation in the work force and municipal boards and committees and understanding the barriers that face women in doing so.</i></p> <p><i>WACH will explore the possibility of hosting or co-hosting an event to encourage women's involvement in HRM's Council, Boards and Committees.</i></p> <p><i>Where data pertaining to these issues are lacking, WACH will</i></p>

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						<i>forward motions to the Executive Standing Committee regarding collection of data for evidence-based decision making.</i>
<p><b>Priority 3: Housing and food security for women (homelessness, shelters, food and housing affordability)</b></p>	<p><i>Sections 5 (a) &amp; (c), 6, &amp; 8.</i></p>	<p><i>All Committee Members</i></p>	<p><i>Expertise of Committee Members, staff members of HRM, and Halifax Community organizations with specialized knowledge about housing and food security issues facing women in the HRM</i></p>	<p><i>2024</i></p>	<p><i>Committee Members will become more knowledgeable about housing and food security issues in the HRM so that they may effectively perform their role as an Advisory Committee.</i></p> <p><i>WACH will provide information and resources about housing and food security issues facing women to the Executive Standing Committee.</i></p>	<p><i>Committee Members will review at least 1 existing HRM policy or procedure that impacts women's housing and food security in the HRM.</i></p> <p><i>Committee Members will receive presentations from at least 3 organizations concerned with housing or food security issues affecting women (e.g., HRM Office of Public Safety re: UN Safe Cities program; HRM Regional Planning Office; Halifax YWCA, Affordable Housing Association of Halifax).</i></p> <p><i>Committee Members will forward at least 3</i></p>

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					<p><i>Particular attention will be paid to data concerning these issues that has been collected or should be collected in the future.</i></p>	<p><i>motions for action to the Executive Standing Committee regarding the following presentations.</i></p> <p><i>Where data pertaining to these issues is lacking, WACH will forward motions to the Executive Standing Committee regarding collection of data for evidence-based decision making.</i></p>

[Terms of Reference \(Administrative Order 2019-004-GOV Respecting the Women’s Advisory Committee in the Halifax Regional Municipality\)](#)