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Item No. 13.1.2
Executive Standing Committee
December 16, 2024

TO: Mayor Fillmore and Members of Executive Standing Committee

FROM: Cathie O'Toole, Chief Administrative Officer

DATE: December 10, 2024

SUBJECT: **Executive Standing Committee Councillor Nominations to Boards and Committees**

ORIGIN

The requirement for Standing Committees to nominate Councillors to serve on Boards, Committees and Commissions.

EXECUTIVE SUMMARY

Halifax Regional Council has several Boards, Committees and Commissions on which members of Council serve in accordance with the Terms of Reference of those bodies. This report outlines the process for Councillor appointments to various Boards, Committees and Commissions requiring nomination by the Executive Standing Committee.

RECOMMENDATION

It is recommended that Executive Standing Committee:

1. Nominate up to three (3) Councillors, for appointment by Halifax Regional Council, to serve on the Accessibility Advisory Committee for a term to November 2026;
2. Nominate two (2) Councillors, for appointment by Halifax Regional Council, to serve on the African Descent Advisory Committee for a term to November 2026; and
3. Nominate two (2) Councillors, for appointment by Halifax Regional Council, to serve on the Women and Gender Equity Advisory Committee for a term to November 2026.

BACKGROUND

Halifax Regional Council has several Boards, Committees and Commissions on which members of Council serve in accordance with the Terms of Reference of those bodies. Current appointments expired at the end of the Council term, and new appointments are required to fill vacancies.

DISCUSSION

An expression of interest form was issued from the Office of the Municipal Clerk to all members of Council outlining available positions on various Boards, Committees and Commissions, with results outlined in the Discussion section of this report. In accordance with clause 120 (3)(c) of Administrative Order One, *The Procedures of the Council Administrative Order*, “where more than the number required for the committee of Council stand for election, a vote shall be taken by secret ballot.”

As set out in section 15 of Schedule 6 of Administrative Order One, the Executive Standing Committee, Terms of Reference, membership to the following Advisory Committees are recommended by the Executive Standing Committee to Halifax Regional Council:

COMMITTEE	TYPE	APPOINTMENT
Accessibility Advisory Committee (formerly Person with Disabilities)	Advisory	Recommend Members to the Council.
African Descent Advisory Committee	Advisory	Recommend Members to the Council.
Women’s Advisory Committee	Advisory	Recommend Members to the Council.
Youth Advisory Committee	Advisory	Recommend Members to the Council.

The membership of the Youth Advisory Committee does not include members of Regional Council, and therefore does not require nominations by the Executive Standing Committee at this time.

Accessibility Advisory Committee

In accordance with Administrative Order 2017-005-GOV, *The Advisory Committee on Accessibility Administrative Order*, up to three (3) members of Regional Council may be appointed to the Accessibility Advisory Committee. The following members of Regional Council expressed interest in serving on the Accessibility Advisory Committee:

Meeting Body	Councillor Expression of Interest 1 st or 2 nd Choice	Councillor Expression of Interest 3 rd + Choice
Accessibility Advisory Committee	Councillor Purdy Councillor White Councillor Hinch Councillor Morse Councillor St-Amand	Councillor Deagle Gammon Councillor Steele

African Descent Advisory Committee

In accordance with Administrative Order 2021-004-GOV, *The African Descent Advisory Committee Administrative Order*, two (2) members of Regional Council must be appointed to the African Descent Advisory Committee. The following members of Regional Council expressed interest in serving on the African Descent Advisory Committee:

Meeting Body	Councillor Expression of Interest 1 st or 2 nd Choice	Councillor Expression of Interest 3 rd + Choice
African Descent Advisory Committee	Councillor Hinch Councillor Young	--

Women and Gender Equity Advisory Committee

In accordance with Administrative Order 2019-004-GOV, *The Women and Gender Equity Advisory Committee Administrative Order*, two (2) members of Regional Council must be appointed to the Women and Gender Equity Advisory Committee. The following members of Regional Council expressed interest in serving on the Women and Gender Equity Advisory Committee:

Meeting Body	Councillor Expression of Interest 1st or 2nd Choice	Councillor Expression of Interest 3rd+ Choice
Women and Gender Equity Advisory Committee	Councillor Hinch	Councillor White Councillor Hartling

FINANCIAL IMPLICATIONS

No financial implications at this time.

RISK CONSIDERATION

A delay in considering the nominations and appointments may result in additional delays for other meeting schedules and business of Committees.

COMMUNITY ENGAGEMENT

No community engagement was required.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified.

ALTERNATIVES

Executive Standing Committee could choose not to nominate members to the meeting bodies outlined in the recommendation. This is not recommended by staff as delays in appointments will result in significant delays to the composition of other Boards, Committees and Commissions.

Executive Standing Committee may consider nominations from the floor, with a mover and seconder, outside of the names submitted through the expression of interest process outlined in this report.

A Councillor who had expressed interest in serving on a Board, Committee or Commission may also remove their name from consideration at the meeting.

LEGISLATIVE AUTHORITY

Administrative Order One, *The Procedures of the Council Administrative Order*:

119. A report with recommendations for nomination and appointment shall be brought forward to the appropriate nominating or appointing body in accordance with the HRM Charter, the Public Appointment Policy and Terms of Reference adopted by the Council.

Administrative Order One, *The Procedures of the Council Administrative Order*, Schedule 6, Executive Standing Committee Terms of Reference:

Standing and Advisory Committee

15. The following Committees shall be advisory committee or liaison with the Executive Standing Committee:

COMMITTEE	TYPE	APPOINTMENT
Accessibility Advisory Committee (formerly Person with Disabilities)	Advisory	Recommend Members to the Council.
African Descent Advisory Committee	Advisory	Recommend Members to the Council.
Women's Advisory Committee	Advisory	Recommend Members to the Council.
Youth Advisory Committee	Advisory	Recommend Members to the Council.

Administrative Order 2017-005-GOV, *The Advisory Committee on Accessibility Administrative Order*:

Membership

12. The nominating body for membership on the Committee shall be the Executive Standing Committee, which shall make recommendations to Regional Council.

13. The Committee shall be comprised of up to eleven (11) members as follows:

- ...
- (c) up to three (3) members of Council.

Administrative Order 2021-004-GOV, *The African Descent Advisory Committee Administrative Order*:

Membership

13. The nominating body for membership on the Committee shall be the Executive Standing Committee, which shall make recommendations to Regional Council.

14. The Committee shall be comprised of fifteen (15) members appointed in accordance with section 12:

- (a) two (2) members of Council;
- ...

Administrative Order 2019-004-GOV, *The Women and Gender Equity Advisory Committee Administrative Order*:

Membership

12. The nominating body for membership on the Committee shall be the Executive Standing Committee, which shall make recommendations to Regional Council.

13. The Committee shall be comprised of eleven (11) members:

- (a) two (2) members of Council; and
- ...

ATTACHMENTS

None.

Report Prepared by: Annie Sherry, Public Appointments Coordinator, Phone 902.490.4210
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