

**ADMINISTRATIVE ORDER NUMBER 2021-004-GOV
RESPECTING THE AFRICAN DESCENT ADVISORY COMMITTEE IN THE
HALIFAX REGIONAL MUNICIPALITY**

WHEREAS the Halifax Regional Municipality is aware that the United Nations General Assembly adopted Resolution 68/237, proclaiming 2015 to 2024 to be the International Decade for People of African Descent (the Decade), on December 23, 2014;

AND WHEREAS the Resolution designates People of African Descent as a distinct group, whose human rights must be promoted and protected, and stipulates as the theme for the Decade, “People of African Descent: Recognition, Justice and Development”;

AND WHEREAS the Council of the Halifax Regional Municipality proclaimed the years 2015-2024 as the International Decade for People of African Descent on July 21, 2020, in which Council directed the Chief Administrative Officer to develop an anti-Black racism action plan in support of the Proclamation;

AND WHEREAS the Council of the Halifax Regional Municipality recognizes the importance of working together with People of African Descent communities to remove barriers to full participation and achieve equitable outcomes for all African Descent Nova Scotians;

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the Halifax Regional Municipality under the authority of the *Halifax Regional Municipality Charter*, as follows:

Short Title

1. This Administrative Order may be known as the *African Descent Advisory Committee Administrative Order*.

Interpretation

2. In this Administrative Order,
 - (a) “Committee” means the African Descent Advisory Committee;
 - (b) “Council” means the Council of the Municipality;
 - (c) “Municipality” means the Halifax Regional Municipality;
 - (d) “Person of African Descent” means any person of African ancestry living in the Halifax Regional Municipality regardless of the length of time they have lived in the Municipality; and
 - (e) “youth” means an individual aged 15 to 24 years old who resides in the Halifax Regional Municipality.

Purpose

3. The purpose of this Administrative Order is to establish a Committee, to be called the African Descent Advisory Committee, which will advise the Municipality on the impact of municipal policies, programs and services for People of African Descent.

The African Descent Advisory Committee

4. There is hereby established an African Descent Advisory Committee.

Objectives

5. The advice provided by the Committee shall be guided by the following objectives:
 - (a) the full participation of all People of African Descent in civic and community affairs by ensuring that policies, programs, and services do not impose barriers to such participation;
 - (b) increased civic and community awareness regarding People of African Descent within the Municipality by promoting effective communication;
 - (c) the elimination of barriers facing People of African Descent; and
 - (d) the provision of equitable opportunities for the Municipality's People of African Descent to voice their views by monitoring the effectiveness of the Municipality's policies, programs and services and their impacts on People of African Descent.

Duties of the Committee

6. The Committee shall advise Council, through the Executive Standing Committee, on matters related to People of African Descent as follows:
 - (a) advise on strategies for implementing the principles of the International Decade for People of African Descent under the pillars of:
 - (i) Recognition: ongoing efforts to recognize and celebrate the unique history, and contributions of People of African Descent across the Municipality;
 - (ii) Development: commitment to positive outcomes for People of African Descent in all areas of municipal service delivery;
 - (iii) Justice: promoting equitable and bias free outcomes for People of African Descent on issues relating to municipal service delivery.
 - (b) receive and review municipal policies, priorities and decisions using a critical race 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;
 - (c) advise on mechanisms to engage and empower People of African Descent to fully participate in the political process at the municipal level;
 - (d) provide information and resources about People of African Descent issues to Council, including the use of racial equity lens;
 - (e) advise on emerging issues and trends of significance to People of African Descent communities as they relate to municipal services and programs;

(f) advise on the interests and needs of historic African Nova Scotian communities with respect to municipal programs and service delivery; and

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

7. The Committee shall advise the African Nova Scotian Affairs Integration Office, through the Chief Administrative Officer, on matters related to issues and concerns of People of African Descent when requested to do so by the Chief Administrative Officer.

8. To host community consultations related to People of African Descent in the Municipality, including an annual Town Hall Meeting, and report to the Executive Standing Committee on the issues identified through such community consultations.

9. Significant municipal matters, plans and programs having an impact on People of African Descent shall be referred to the Committee for its consideration and recommendations to Regional Council through the Executive Standing Committee.

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

Administrative Order One

11. Except as herein provided, the provisions of Administrative Order One, Respecting the Procedures of Council, shall apply to the Committee.

Public Appointment Policy

12. Except as herein provided, the provisions of the Public Appointment Policy shall apply to the Committee.

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;

(b) seven (7) People of African Descent, representing a minimum of five (5) of the seven (7) historic African Nova Scotian Communities in the Halifax Regional Municipality;

(c) one (1) representative of African Descent from Halifax;

(d) one (1) representative of African Descent from Dartmouth;

(e) two (2) youth representatives of African Descent; and

(f) two (2) recent immigrants of African Descent.

15. The Committee shall include members from the following historic communities:

- (a) Descendants of Africville
- (b) North Preston
- (c) East Preston
- (d) Lake Loon/Cherry Brook
- (e) Beechville
- (f) Upper Hammonds Plains
- (g) Lucasville/Sackville (Cobequid Road and Maroon Hill)

16. The Committee shall elect annually a Chair and Vice-Chair from among the non-Council members of the Committee.

Term of Membership

17. Subject to section 18, each member shall be appointed for a term of two years.

18. Appointments for the first committee shall have seven members appointed for a term of two years, and eight members appointed for a term of three years.

Reporting

19. The Committee shall submit a written report of activities annually to the Executive Standing Committee.

20. The Chair, or their designate, shall present the annual report to a meeting of the Executive Standing Committee.

21. The Committee may make reports to the Executive Standing Committee on the activities of the Committee as necessary, or as requested, together with such other presentations that the Committee may deem advisable.

Subcommittees

22. (1) Subject to subsection (2), the Committee may appoint subcommittees, consisting of members of the Committee, to report to the Committee on matters that the Committee determines require further investigation.

(2) A work plan, identifying issues, goals, time frame, scope of work and resources required, shall be submitted by the Committee to the Executive Standing Committee for approval by Council prior to the Committee establishing a subcommittee.

23. The Committee shall appoint one of its members to chair the subcommittee at the time it constitutes the subcommittee.

24. Subcommittees shall report directly to the Committee.

Meetings

25. The Committee shall meet no less than six (6) times annually.

26. The Chair, in consultation with Municipal Staff as well as the Office of the Municipal Clerk, shall be responsible for calling all meetings of the Committee and for setting the agenda.

27. In the absence of the Chair or Vice-Chair, the members of the Committee may select a member to chair the meeting.

General

28. Each member of the Committee shall serve without remuneration but may be reimbursed by Council for any necessary expenses incurred while engaged in official duties, provided that such expenses are approved by Council in advance.

29. The Chief Administrative Officer shall assign Municipal staff to be the Staff Liaison and may assign other Municipal Staff with the required expertise to advise the Committee as required.

Done and passed in Council this 18th day of October, 2022.

Mayor

Municipal Clerk

I, Iain MacLean, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above noted Administrative Order was passed at a meeting of Halifax Regional Council held on October 18, 2022.

Iain MacLean, Municipal Clerk

Notice of Motion:
Approval:

July 12, 2022
October 18, 2022

Amendment #1 – Amend section 14

Notice of Motion:
Approval:

April 25, 2023
May 9, 2023