



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

Item No. 15.1.1
Halifax Regional Council
May 9, 2023

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed

Cathie O'Toole, Chief Administrative Officer

DATE: March 25, 2023

SUBJECT: **Councillor Appointments – Proposed Amendments to Administrative Order 2021-004-GOV African Descent Advisory Committee and Administrative Order 2019-004-GOV Women’s Advisory Committee**

ORIGIN

February 7, 2023 Regional Council motion (Item No. 15.4.1):

MOVED by Councillor Blackburn, seconded by Councillor Russell

THAT Halifax Regional Council:

3. It is further recommended that Halifax Regional Council direct the Chief Administrative Officer (CAO) to provide a staff report to:
 - a. Consider amendments to the Women’s Advisory Committee Terms of Reference to remove the requirement that one of the members be a member from the Executive Standing Committee; and
 - b. Consider amendments to the African Descent Advisory Committee Terms of Reference to remove the requirement that one of the members of Council be a member from the Executive Standing Committee.

MOTION PUT AND PASSED UNANIMOUSLY.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter, S.N.S. 2008, c. 39

21 (1) The Council may establish standing, special and advisory committees.

(2) Each committee shall perform the duties conferred on it by this Act, any other Act of the Legislature or the by-laws or policies of the Municipality.

(3) The Council may appoint persons who are not members of the Council to a committee and may establish a procedure for doing so.

Recommendation on Page 2

RECOMMENDATION

It is recommended that Halifax Regional Council:

1. Adopt the amendments to Administrative Order 2019-004-GOV, Respecting the Women's Advisory Committee as outlined in Attachment 1 to this report.
2. Adopt the amendments to Administrative Order 2021-004-GOV African Descent Advisory Committee as outlined in Attachment 2 to this report.

Contingent on recommendations 1 and 2 being approved, it is further recommended:

that Halifax Regional Council suspend the rules of procedure under Schedule 6 of Administrative Order One, Executive Standing Committee Terms of Reference requiring the Executive Standing Committee to review the nominations outlined in this report and:

3.
 - a. Appoint one (1) member of Council to the Women's Advisory Committee, for a term to the end of the Council term; and
 - b. Appoint one (1) member to the African Descent Advisory Committee, for a term to the end of the Council term.

BACKGROUND

On February 7, 2023, Regional Council passed a motion to consider amendments to the Women's Advisory Committee and African Descent Advisory Committee Terms of References to remove the requirement that one of the members be a member from Executive Standing Committee. This change would maintain two members of Council appointed to each committee but would remove the requirement that one be a member of Executive Standing Committee.

DISCUSSION

This report includes the necessary amendments to remove the requirement that one member of Executive Standing Committee be appointed to each of these committees. The change maintains the membership of two members of Council on each committee, but now allows for these to be at large members. Where the members can be any member of Council, this report also recommends suspending the rules to require Executive Standing Committee nominate a member to Regional Council. This provides additional flexibility for Councillor appointments to these committees.

Women's Advisory Committee

The Women's Advisory Committee shall be comprised of eleven (11) members, two (2) members of Council, at least one of whom shall be a member of the Executive Standing Committee and nine (9) women, appointed with at least one woman from each of the rural, suburban, and urban areas of the municipality.

Regional Council at the February 7, 2023 meeting appointed Councillor Lovelace to the Women's Advisory Committee.

If the proposed amendments are passed one additional member of Council is required for this committee. The staff report dated January 26, 2023 (Attachment 5) outlines the members of Council who also expressed an interest in service on this committee but who at the time could not be appointed as they were not members of Executive Standing Committee. The expression of interest is below:

- Councillor Kent
- Councillor Stoddard
- Councillor Blackburn

African Descent Advisory Committee

The African Descent Advisory Committee shall be comprised of fifteen (15) members appointed as follows:

- two (2) members of Council;
- 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;
- one (1) representative of African Descent from Halifax;
- one (1) representative of African Descent from Dartmouth;
- two (2) youth representatives of African Descent; and
- two (2) recent immigrants of African Descent.

The Committee shall include members from the following historic communities:

- Descendants of Africville
- North Preston
- East Preston
- Lake Loon/Cherry Brook Beechville
- Upper Hammonds Plains
- Lucasville/Sackville (Cobequid Road and Maroon Hill)

Regional Council at the February 7, 2023 meeting appointed Councillor Stoddard to the African Descent Advisory Committee.

If the proposed amendments are passed one additional member of Council is required for this committee. The staff report dated January 26, 2023 (Attachment 5) outlines the members of Council who also expressed an interest in service on this committee but who at the time could not be appointed as they were not members of Executive Standing Committee. The expression of interest is also listed below:

- Councillor Smith
- Councillor Lovelace

This report recommends, that contingent on recommendations 2 and 3 being approved, that Halifax Regional Council suspend the rules of procedure under Schedule 6 of Administrative Order One, Executive Standing Committee Terms of Reference requiring the Executive Standing Committee to review the nominations outlined in this report and:

- a. Appoint one (1) member of Council to the Women's Advisory Committee, for a term to the end of the Council term; and
- b. Appoint one (1) member to the African Descent Advisory Committee, for a term to the end of the Council term.

FINANCIAL IMPLICATIONS

No financial implications at this time.

RISK CONSIDERATION

No risk considerations were identified.

COMMUNITY ENGAGEMENT

No community engagement was required.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified.

ALTERNATIVES

Regional Council could choose not to adopt the amendments to Administrative Orders 2019-004-GOV and/or 2021-004-GOV and staff would then return to Executive Standing Committee for a nominee from their membership.

ATTACHMENTS

Attachment 1 – Amendments to AO 2019-004-GOV, Respecting the Women’s Advisory Committee

Attachment 2 – Amendments to AO 2021-004-GOV African Descent Advisory Committee

Attachment 3 – Showing Proposed Changes to AO 2019-004-GOV, Respecting the Women’s Advisory Committee

Attachment 4 – Showing Proposed Changes to AO 2021-004-GOV African Descent Advisory Committee

Attachment 5 – Staff Report dated January 26, 2023 from the February 7, 2023 Regional Council meeting

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: Iain MacLean, Municipal Clerk 902.490.4210

Attachment 1

**HALIFAX REGIONAL MUNICIPALITY
ADMINISTRATIVE ORDER 2019-004-GOV
THE WOMEN'S ADVISORY COMMITTEE ADMINISTRATIVE ORDER**

BE IT RESOLVED as an Administrative Order of the Council of the Halifax Regional Municipality that Administrative Order 2019-004-GOV, the Women's Advisory Committee Administrative Order is further amended as follows:

1. Section 13(a) is amended by deleting the words and punctuation “, at least one of whom shall be a member of the Executive Standing Committee” after the word “Council” and before the semi-colon and word “; and”.

Done and passed in Council this ____ day of _____, A.D. 2023

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 the Halifax Regional Council held on _____, 2023.

Iain MacLean
Municipal Clerk

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

BE IT RESOLVED as an Administrative Order of the Council of the Halifax Regional Municipality that Administrative Order 2021-004-GOV, the African Descent Advisory Committee Administrative Order is further amended as follows:

1. Section 14(a) is amended by deleting the punctuation and words “, at least one of whom shall be a member of the Executive Standing Committee” after the word “Council” and before the semi-colon “;” at the end of the subclause.

Done and passed in Council this ____ day of _____, A.D. 2023

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 the Halifax Regional Council held on _____, 2023.

Iain MacLean
Municipal Clerk

ADMINISTRATIVE ORDER NUMBER 2019-004-GOV RESPECTING THE WOMEN'S ADVISORY COMMITTEE IN THE HALIFAX REGIONAL MUNICIPALITY

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 *Women's Advisory Committee Administrative Order*.

Interpretation

2. In this Administrative Order,

(a) "business unit" means an administrative unit of the Municipality responsible for the delivery of those services assigned to the unit from time to time by the Chief Administrative Officer;

(b) "Committee" means the Women's Advisory Committee;

(c) "Council" means the Council of the Halifax Regional Municipality;

(d) "Municipality" means the Halifax Regional Municipality;

Purpose

3. The purpose of this Administrative Order is to establish a Committee, to be called the Women's Advisory Committee, which will advise the Municipality on the impact of municipal policies, programs and services on women.

The Women's Advisory Committee

4. There is hereby established a Women's Advisory Committee.

Objectives

5. The advice provided by the Committee will be guided by the following objectives:

(a) the full participation of all women 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 women within the Municipality by promoting effective communication;

(c) the elimination of barriers facing women; and

(d) the provision of an equitable opportunity for the Municipality's women to voice their views by monitoring the effectiveness of the Municipality's policies, programs and services.

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 and annual work plan for approval by Executive Standing Committee.

Administrative Order One

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

Public Appointment Policy

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

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, ~~at least one of whom shall be a member of the Executive Standing Committee~~; and

(b) nine (9) women, appointed in accordance with section 11, and with at least one woman from each of the rural, suburban, and urban areas of the municipality.

14. 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;
- (f) Francophone/Acadian community; and
- (g) Racialized communities.

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

Term of Membership

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

17. Appointments for the first committee will have five members appointed for a term of two years, and five members appointed for a term of three years.

Reporting

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

19. The Chair, or designate, may present the annual report to a meeting of the Executive Standing Committee.

20. 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.

Sub-Committees

21. (1) Subject to (2), the Committee may appoint sub-committees, 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 sub-committee.

22. The Committee shall appoint one of its members to chair the sub-committee at the time it constitutes the sub-committee.

23. Sub-committees shall report directly to the Committee.

Meetings

24. The Committee shall meet no less than six times per year.

25. The Chair, in consultation with staff of the Office of the Municipal Clerk, shall be responsible for calling all meetings of the Committee and for setting the agenda.

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

General

27. 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.

28. The Chief Administrative Officer may assign Municipal staff with the required expertise to advise the Committee as required.

Done and passed in Council this 26th day of November, 2019.

Mayor

Municipal Clerk

I, Kevin Arjoon, 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 November 26, 2019.

Kevin Arjoon, Municipal Clerk

Notice of Motion:

October 29, 2019

Approval:

November 26, 2019

Amendment #1 – Amend sections 13 and 14

Notice of Motion:

May 4, 2021

Approval:

May 18, 2021

**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, ~~at least one of whom shall be a member of the Executive Standing Committee;~~

(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



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

Item No. 15.4.1
Halifax Regional Council
February 7, 2023

TO: Members of Halifax Regional Council

SUBMITTED BY: Original Signed

Mayor Mike Savage, Chair, Executive Standing Committee

DATE: January 26, 2023

SUBJECT: Councillor Appointments to Boards and Committees

ORIGIN

Motion from Item 12.1.1 of the January 23, 2023, meeting of Executive Standing Committee.

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 – Schedule 6 Executive Standing Committee Terms of Reference, Section 15:

COMMITTEE	TYPE	APPOINTMENT
Women's Advisory Committee	Advisory	Recommend Members to the Council
African Descent Advisory Committee	Advisory	Recommend Members to the Council

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

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, at least one of whom shall be a member of the Executive Standing Committee; and

(b) nine (9) women, appointed in accordance with section 11, and with at least one woman from each of the rural, suburban, and urban areas of the municipality.

Administrative Order Number 2021-004-GOV *Respecting the African Descent Advisory Committee in the Halifax Regional Municipality*:

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, at least one of whom shall be a member of the Executive Standing Committee

Administrative Order One, *The Procedures of the Council Administrative Order*, Schedule 6 – Executive Standing Committee Terms of Reference, Section 4:

4. Membership Selection

The Executive Standing Committee shall act as the Membership Selection Committee of the Council with a mandate to function as the nomination committee for appointment to Boards and Committees, including at large nomination to Standing Committees, except as delegated to other Standing Committees by the Council.

RECOMMENDATION

THAT the Executive Standing Committee recommend that Halifax Regional Council:

1. Appoint Councillor Lovelace to the Women’s Advisory Committee, for a term to the end of the Council term;
2. Appoint Councillor Stoddard to the African Descent Advisory Committee, for a term to the end of the Council term; and
3. It is further recommended that Halifax Regional Council direct the Chief Administrative Officer (CAO) to provide a staff report to:
 - a. Consider amendments to the Women’s Advisory Committee Terms of Reference to remove the requirement that one of the members be a member from the Executive Standing Committee; and
 - b. Consider amendments to the African Descent Advisory Committee Terms of Reference to remove the requirement that one of the members of Council be a member from the Executive Standing Committee.

BACKGROUND/DISCUSSION

The Executive Standing Committee received a staff report dated December 12, 2022, at their January 23, 2023, meeting (see Attachment 2).

The committee reviewed the staff report and approved the recommendations as outlined in this report (see Attachment 1).

In addition to the approved recommendations, the Committee is also recommending that Halifax Regional

Council direct the Chief Administrative Officer to provide a staff report to consider amendments to the Women's Advisory Committee Terms of Reference to remove the requirement that one of the members be a member from the Executive Standing Committee and consider amendments to the African Descent Advisory Committee Terms of Reference to remove the requirement that one of the members of Council be a member from the Executive Standing Committee.

FINANCIAL IMPLICATIONS

Financial implications are outlined in the staff report dated December 12, 2022.

RISK CONSIDERATION

Risk considerations are outlined in the staff report dated December 12, 2022.

COMMUNITY ENGAGEMENT

Community Engagement is outlined in the staff report dated December 12, 2022.

ENVIRONMENTAL IMPLICATIONS

Environmental implications are outlined in the staff report dated December 12, 2022.

ALTERNATIVES

Alternatives are outlined in the staff report dated December 12, 2022.

ATTACHMENTS

Attachment 1 – Councillor Appointments to Boards and Committees
Attachment 2 – Staff Report to Executive Standing Committee dated December 12, 2022

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: Iain MacLean, Municipal Clerk, 902.490.4210

Councillor Appointments to Boards and Committees

Committee	Councillor	Term	Nominating Body
Women's Advisory Committee	Councillor Lovelace	End of the Council term	Executive Standing Committee
African Descent Advisory Committee	Councillor Stoddard	End of the Council term	Executive Standing Committee



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

Item No. 12.1.1
Executive Standing Committee
January 23, 2023

TO: Members of Executive Standing Committee

SUBMITTED BY: 

Caroline Blair-Smith, Acting Chief Administrative Officer

DATE: December 12, 2022

SUBJECT: **Councillor Appointments to Boards and Committees**

ORIGIN

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

November 8, 2022 – Halifax Regional Council deferred appointments the Women’s Advisory, as follows:

THAT Halifax Regional Council defer nominations to the Women’s Advisory Committee to a future meeting of Regional Council pending the Executive Standing Committee’s nomination.

Motion from Item 10.1 of Halifax Regional Council meeting on October 18, 2022
MOVED by Councillor Smith, seconded by Councillor Stoddard

THAT Halifax Regional Council direct the Chief Administrative Officer to:

1. Adopt Administrative Order No. 2021-004-GOV, respecting the African Descent Advisory Committee in the Halifax Regional Municipality as set out in Attachment 1 of the revised staff report dated July 6, 2022, as amended with corrected spelling of Lake Loon in section 15(d), which will advise the Municipality on the impact of municipal policies, programs, and services on people of African descent and
2. Adopt the proposed amendments to Administrative Order One as set out in Attachment 3 of the revised staff report dated July 6, 2022, to allow the newly created African Descent Advisory Committee to report to the Executive Standing Committee of Council.

MOTION PUT AND PASSED UNANIMOUSLY.

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 – Schedule 6 Executive Standing Committee Terms of Reference, Section 15:

COMMITTEE	TYPE	APPOINTMENT
Women’s Advisory Committee	Advisory	Recommend Members to the Council
African Descent Advisory Committee	Advisory	Recommend Members to the Council

Administrative Order Number 2019-004-GOV - *Women’s Advisory Committee Administrative Order*:

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, at least one of whom shall be a member of the Executive Standing Committee; and

(b) nine (9) women, appointed in accordance with section 11, and with at least one woman from each of the rural, suburban, and urban areas of the municipality.

RECOMMENDATION

It is recommended that Executive Standing Committee:

1. Nominate one (1) Councillor from Executive Standing Committee, for appointment by Halifax Regional Council, to serve on the Women’s Advisory Committee, for a term to the end of the Council term;
2. Nominate one (1) Councillor, from the expression of interest list as outlined in the discussion section of this report, for appointment by Halifax Regional Council, to serve on the Women’s Advisory Committee, for a term to the end of the Council term;
3. Nominate one (1) Councillor from Executive Standing Committee, for appointment by Halifax Regional Council, to serve on the African Descent Advisory Committee, for a term to the end of the Council term; and
4. Nominate one (1) Councillor, from the expression of interest list as outlined in the discussion section of this report, for appointment by Halifax Regional Council, to serve on the African Descent Advisory Committee, for a term to the end of the Council term;

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 on November 30, 2022, and new appointments are required to fill vacancies on Women’s Advisory Committee.

On October 18, 2022, Council approved the creation of the African Descent Advisory Committee, which will advise Regional Council, through Executive Standing Committee, on the impact of municipal policies, programs and services for People of African Descent.

DISCUSSION

Women's Advisory Committee

The Women's Advisory Committee shall be comprised of eleven (11) members, two (2) members of Council, at least one of whom shall be a member of the Executive Standing Committee and nine (9) women, appointed with at least one woman from each of the rural, suburban, and urban areas of the municipality.

Councillor representation on the Women's Advisory Committee is as follows:

Councillor Stoddard	Term expiry 30-Nov-22	1st Term	
Councillor Blackburn	Term expiry 30-Nov-22	1st Term	ESC Appointee

An expression of interest was issued from the Office of the Municipal Clerk to all Members of Council regarding serving on various Boards, Committees and Commissions.

The following Councillors expressed interest in serving on the Women's Advisory Committee, none of which are current members of the Executive Standing Committee:

- Councillor Kent
- Councillor Stoddard
- Councillor Lovelace
- Councillor Blackburn

Executive Standing Committee action required:

- Nominate one (1) Councillor from Executive Standing Committee, for appointment by Halifax Regional Council, to serve on Women's Advisory Committee, for a term to the end of the Council term.
- Nominate one (1) Councillor, from the expression of interest list as outlined in the discussion section of this report, for appointment by Halifax Regional Council, to serve on Women's Advisory Committee, for a term to the end of the Council term.

African Descent Advisory Committee

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

The Committee shall be comprised of fifteen (15) members appointed as follows:

- two (2) members of Council, at least one of whom shall be a member of the Executive Standing Committee;
- 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;
- one (1) representative of African Descent from Halifax;
- one (1) representative of African Descent from Dartmouth;
- two (2) youth representatives of African Descent; and
- two (2) recent immigrants of African Descent.

The Committee shall include members from the following historic communities:

- Descendants of Africville
- North Preston
- East Preston
- Lake Loon/Cherry Brook

- Beechville
- Upper Hammonds Plains
- Lucasville/Sackville (Cobequid Road and Maroon Hill)

An expression of interest was issued to all Members of Halifax Regional Council regarding serving on the African Descent Advisory Committee.

The following members of Halifax Regional Council expressed interest in serving on this committee, none of which are current members of the Executive Standing Committee:

- Councillor Stoddard
- Councillor Lovelace
- Councillor Smith

Executive Standing Committee action required:

- Nominate one (1) Councillor from Executive Standing Committee, for appointment by Halifax Regional Council, to serve on the African Descent Advisory Committee, for a term to the end of the Council term.
- Nominate one (1) Councillor, from the expression of interest list as outlined in the discussion section of this report, for appointment by Halifax Regional Council, to serve on the African Descent Advisory Committee, for a term to the end of the Council term.

FINANCIAL IMPLICATIONS

No financial implications at this time.

RISK CONSIDERATION

No risk considerations were identified.

COMMUNITY ENGAGEMENT

No community engagement is required.

ENVIRONMENTAL IMPLICATIONS

No Environmental implications were identified.

ALTERNATIVES

There are no recommended alternatives.

ATTACHMENTS

There are no attachments.

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