



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

Item No. 15.1.3
Halifax Regional Council
January 9, 2024

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY: Original Signed

Cathie O'Toole, Chief Administrative Officer

DATE: January 3, 2024

SUBJECT: **Canadian Capital Cities Organization Membership Renewal and 2024 Fall Conference**

ORIGIN

September 12, 2023, meeting of Halifax Regional Council (Item 15.5.3), the following motion was passed:

THAT Halifax Regional Council direct the Chief Administrative Officer (CAO) to provide a staff report regarding HRM's lapsed membership with the Canadian Capital Cities Organization (CCCO), options to rejoin and host the CCCO Annual Conference in Halifax early October 2024.

LEGISLATIVE AUTHORITY

Halifax Regional Municipality Charter, Section 79A, Municipal Expenditures.

RECOMMENDATION

It is recommended that Halifax Regional Council:

1. Renew membership with the Canadian Capital Cities Organization; and,
2. Provide a proposal to host the organization's annual member conference for the 2025 annual conference event in September 2025.

BACKGROUND

The Canadian Capital Cities Organization (CCCO) is an intergovernmental network founded in 1995 open to Canada's 14 provincial, territorial and federal capital cities. CCCO participants includes political and administrative representatives from the federal, provincial, territorial and municipal public sectors, as well as private sector stakeholders, who work together to promote the historic, cultural, economic and symbolic heritage of the capitals of Canada.

The CCCO seeks to provide a forum, primarily through attendance at the CCCO annual conferences, for

members to build connections and collaborate on initiatives to promote and support the history, traditions and aspirations of people who live in capital cities. The mission of the CCCO, as set out in its 2022 to 2026 Strategic Plan¹, is:

- to support and focus on messaging the unique and symbolic significance of Canada's capital cities and promote this to our residents; and
- to network Canada through exchange experience and information and share learning and best practices and to build links, relationships and collaboration across capital cities.

Each fall, the CCCO hosts an annual conference in one of the member cities. The CCCO aims to align every second conference with the Federation of Canadian Municipalities' (FCM) conference. In the past, CCCO conference agendas have focused on matters such as economic development and sustainable heritage preservation in capital cities.

In addition to attendance opportunities at the CCCO annual conferences, the CCCO's Board of Directors hold regularly scheduled conference calls each year focused on networking, common projects and information gathering and sharing. Board member representatives include municipal Councillors, tourism and economic development officers, provincial capital commissions, and representatives of provincial Legislatures, among others.

The CCCO annual institutional membership fee is \$500, which supports up to five representatives from each member organization to attend events and provides members voting privileges at scheduled Board meetings and the Annual General Meeting.

Currently, only 8 of the 14 Canadian capital cities are active CCCO members. In addition to Halifax, Toronto and Quebec City are other notable large capital cities not currently participating in the CCCO. Some current active CCCO members include:

- St. John's, NFL
- Fredericton, NB
- Charlottetown, PE
- Ottawa, ON
- Winnipeg, MB
- Regina, SK
- Victoria, BC
- Whitehorse, YT

The current CCCO Board of Directors membership includes:

- Sandy Hickman – Councillor, City of St. John's, NL;
- Norman Beck – Councillor, City of Charlottetown, PE;
- Laurel Lea -Tourism Manager, City of Charlottetown, PE;
- Kate Rogers – Mayor, City of Fredericton, NB;
- Daniel Feeny – Mayor's Cabinet, Ville de Gatineau, QC;
- Laura Dudas – Councillor, City of Ottawa, ON;
- Alain Miguez - Vice-President, Capital Planning, National Capital Commission, ON;
- Cedric Pelletier - Strategic Communications Advisor, National Capital Commission, ON;
- Cindy Gilroy – Councillor, City of Winnipeg, MB;
- Jenna Schroeder - Provincial Capital Commission, SK;
- Sandra Masters – Mayor, City of Regina, SK;
- Cheryl Stadnichuk – Councillor, City of Regina, SK;
- Janet Schwegel - Director of Parliamentary Programs, Legislative Assembly, AB;
- Erin Camponi - Manager, Visitor Services, Legislative Assembly, AB;

¹ CCCO 2022 to 2026 Strategic Plan: https://drive.google.com/file/d/1LkPJaYsi8-bV_JQGpP8Z-Ek2nSNT4fNi/view?usp=sharing

- Erin McDonald – MBA Student, Australian Business Institute, AB;
- Marianne Alto – Mayor, City of Victoria, BC;
- Marg Gardiner – Councillor, City of Victoria, BC;
- Krista Loughton – Councillor, City of Victoria, BC; and
- Laura Cabott – Mayor, City of Whitehorse, YT.

HRM hosted the CCCO conference in 2018, with the conference entitled “Capital City Leadership: Climate and Social Inclusion.” The conference was held at the Halifax Central Library and in Halifax City Hall, preceding FCM’s conference in 2018. Presentations included Capital City Heritage property programs, local government climate change tools, Inclusion & Accessibility Leadership.

The annual conference dates for CCCO are determined jointly by CCCO Executive Committee and the Host City, with preferred dates being between September 10 and October 20: ideally at beginning or end of week and avoiding Labour Day and Thanksgiving weekends. The expected attendance is between 20 to 30 delegates, with program content to focus on Capital City matters such as cultural heritage and planning, heritage conservation, placemaking, relations with legislatures, first nations relationships and partnerships, citizenship engagement, tourism initiatives, sustainability/climate action and affordable housing. The Host City is expected to sponsor (up to maximum of \$1,000) the Winter Meeting luncheon for the preceding Annual Conference. The Host City receives a \$5,000 hosting grant from the CCCO and is responsible for all expenses above and beyond this \$5,000.

DISCUSSION

Currently, the Mayor and/or members of Halifax Regional Council belong to similar, municipally-focused national organizations, including FCM, the Big City Mayors’ Caucus, the Canadian Urban Transit Association, as well as the Nova Scotia Federation of Municipalities (NSFM). While HRM is not currently a member of CCCO, as noted above, it hosted the CCCO conference in 2018.

Hosting an annual conference event is a complex project which will require planning and budgetary commitment. Additionally, appropriate planning of such a conference event in the context of other relative calendar events will be critical to the success of a hosted conference. While assessing the feasibility of membership renewal and potentially hosting the 2024 annual CCCO conference, staff noted the following concerns:

1. Funding and Budget: The event would entail an estimated \$10,000 to \$15,000 in direct expenses, none of which are identified in any existing budget line.
2. Resourcing and Planning: The value of in-kind staff contribution would be significant. A resource would have to be assigned to plan, organize, and manage the event. Additionally, the involvement of contributors/participants in the sessions requires a significant time commitment.
3. Timing: The request for an event is September 10 to October 20. This proposed event window is in the height of the election cycle, close to the actual municipal election.

Given these issues, staff are recommending that HRM renew its CCCO membership for 2024 and provide a proposal to CCCO to host the annual conference in 2025. Not only does this ensure proper budgetary considerations and the allocation of dedicated staff resources for event planning, it will also provide HRM an opportunity to coordinate and consult with CCCO to plan a best-in-class event for the following year, involving all relevant parties, including the Greater Halifax Partnership and members of Regional Council, in the theming and structuring of the event itself. To this end, collaborations with Discover Halifax are already underway to assess optimal dates, booking of venue and accommodations and other relevant details.

FINANCIAL IMPLICATIONS

Renewal of CCCO institutional membership will cost \$500.00, which has been allocated from GREA's budget. A proposal to host a 2025 annual conference would be an estimated expense of \$10,000-\$15,000 in fiscal year 2025/2026.

RISK CONSIDERATION

None identified.

COMMUNITY ENGAGEMENT

No community engagement was required.

ENVIRONMENTAL IMPLICATIONS

No environmental implications were identified.

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: Conor O'Dea, Senior Policy Advisor, GREA - 902.292.0883
