



City of Hamilton

LGBTQ ADVISORY COMMITTEE REVISED

Meeting #: 21-011

Date: November 16, 2021

Time: 6:00 p.m.

Location: Due to the COVID-19 and the Closure of City Hall

All electronic meetings can be viewed at:

City's YouTube Channel:

<https://www.youtube.com/user/InsideCityofHamilton>

Pauline Kajiura, Project Manager-Community Inclusion & Equity (905) 546-2424 ext. 2567

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1. WELCOME AND INTRODUCTIONS	
1.1. Roll Call	
2. LAND ACKNOWLEDGEMENT	
3. APPROVAL OF AGENDA	
(Added Items, if applicable, will be noted with *)	
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7. DELEGATIONS

- 7.1. Mike Field, Director (Acting), Transportation Operations & Maintenance, City of Hamilton respecting a Rainbow Crosswalk in Waterdown 29

8. COMMUNICATIONS

- 8.1. Email from Rebecca Moran, 2S&LGBTQIA+ Liaison, PLT Coordinator, Hamilton Police Service respecting the Committee's discussion about her previous correspondence 41

9. REGULAR BUSINESS

- 9.1. Election of a Chair, Vice Chair, and Recording Secretary for 2022
- 9.2. Motion to Recommend a Donation from the Committee's Budget to Support the Transgender Day of Remembrance (TDOR)
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- 9.7. Motion to Delegate to the Emergency and Community Services Committee respecting the Citizen Committee Report about the Appointment of an Additional Member to the LGBTQ Advisory Committee
- 9.8. Motion to Recommend Changes to the Draft Code of Conduct for Advisory Committees (see attached draft Citizen Committee Report to be sent as Correspondence to the Integrity Commissioner) 51
- 9.9. Motion to Delegate to the January 22, 2022 Special General Issues Committee respecting the Citizen Committee Report about Changes to the Draft Code of Conduct for Advisory Committees
- 9.10. Motion to Schedule and Allocate Funds for an In-Person Event for Members of the LGBTQ Advisory Committee in December

- *9.11. Motion to Delegate to the December 9, 2021 Emergency and Community Services Committee respecting the Annual Presentation

10. DISCUSSION ITEMS

- 10.1. Update on outstanding Citizen Committee Reports (C. Kroetsch)
 - 10.1.a. Accessible Captioning for Advisory Committee Meetings
- 10.2. Update from Working Groups
 - 10.2.a. Changing the Name of the Committee (W. Fularczuk)
 - 10.2.b. Reviewing and Updating Committee Materials
- 10.3. Outstanding Business List items
 - 10.3.a. Rescheduling Choosing a Location for, and Inviting Facilitators to a Committee Training and Planning Day
 - 10.3.b. Changing the Food for Committee Meetings
- 10.4. Review of the Mandate for the Hamilton Status of Women Committee

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11. NOTICES OF MOTION

- *11.1. Motion to Recommend Monthly Finance Updates on Advisory Committee Budgets from City Staff (see attached draft Citizen Committee Report), for the December meeting
- *11.2. Motion to Recommend that Advisory Committees are Integrated into All Relevant Staff Work Plans (see attached draft Citizen Committee Report), for the December meeting
- *11.3. Motion to Recommend Additional All Advisory Committee Events for 2022 (see attached draft Citizen Committee Report), for the December meeting

12. ANNOUNCEMENTS

13. ADJOURNMENT



Hamilton

MINUTES
LGBTQ Advisory Committee
Tuesday, October 19, 2021
6:00 PM - 7:17 PM
Webex

Present: Rebecca Banky, Gregory Cousins, James Diemert, Autumn Getty, Cameron Kroetsch (Chair), Jake Maurice, Violetta Nikolskaya (Vice Chair), Ashley Paton, Kyle Weitz, Councillor Maureen Wilson (City Council Appointee)

Regrets: Will Fularczuk, Kieran Thiara, Terri Wallis (LOA)

Absent: Freja Gray, Lisa-Marie Johnston, Shaiden Keaney

Staff: Sunil Angrish (Staff Liaison), Taline Morris (Talent and Diversity)

Guests: None

1. Welcome and Introductions

C. Kroetsch took roll call.

Sunil Angrish, Project Manager, Community Inclusion & Equity, City Manager's Office, Government and Community Relations, City of Hamilton, was introduced as the new Staff Liaison for the Committee.

2. Land Acknowledgement

V. Nikolskaya provided a Land Acknowledgement.

3. Approval of Agenda

(J. Diemert / R. Banky)

That the Agenda for today's meeting be approved, with the following amendments -

- Item 8.9, Member Attendance, be added to Discussion Items; and
- Item 6.2, a delegation request from Councillor Maureen Wilson respecting the improvements to HAAA Park, be added to Delegation Requests.

CARRIED

4. Declarations of Interest

None

5. Approval of Minutes of Previous Meeting

(R. Banky / A. Paton)

That the Minutes from the September 21, 2021 meeting be approved.

CARRIED

6. Delegation Requests

- 6.1** Mike Field, Director (Acting), Transportation Operations & Maintenance, City of Hamilton, respecting a Rainbow Crosswalk in Waterdown (For the November 2021 meeting).

(R. Banky / J. Maurice)

That the delegation request be approved.

CARRIED

- 6.2** Councillor Maureen Wilson, respecting plans at HAAA park (For a future meeting).

(A. Paton / R. Banky)

That the delegation request be approved.

CARRIED

7. Communications

- 7.1 Rebecca Moran, 2S&LGBTQIA+ Liaison, Hamilton Police Service**

Committee members discussed correspondence received from Rebecca Moran indicating that there was a status update about the Pride 2019 Independent Review. Staff will inquire if Rebecca Moran would like to delegate to a future meeting as Committee members had questions regarding the information that was shared.

8. Discussion Items

8.1 Updates on outstanding Citizen Committee Reports (C. Kroetsch, P. Kajiura)

C. Kroetsch advised that the last Emergency and Community Services Committee meeting was cancelled and that the Citizen Committee Report respecting the Committee's June Community Conversation would be coming forward to the meeting that was rescheduled.

8.2 Updates from Working Groups

- **Changing the Name of the Committee (W. Fujarczuk)**
 - No update
- **Reviewing and Updating Committee Materials**
 - No update

8.3 Outstanding Business List Items

- **Rescheduling, Choosing a Location for, and Inviting Facilitators to a Committee Training and Planning Day**
 - No discussion
- **Changing the Food for Committee Meetings**
 - No discussion

8.4 December Committee Meeting

Committee members discussed options for the December meeting. Staff will inquire with the office of the City Clerk if a Committee event is permissible.

8.5 Donations from the Committee's budget

The Committee agreed to donate unused funds from its 2021 budget to community organizations. Staff will check with the City's Finance Department to find out if a Citizen Committee Report is required or if a Committee motion would be sufficient.

8.6 Annual Presentation

C. Kroetsch advised that he would be giving the Committee's Annual Presentation, which is an update of the work that has been done at the Committee during this calendar year, at a meeting of the Emergency and Community Services Committee. C. Kroetsch will reach out to the Legislative Coordinator for that Committee to find out more about the timing of the presentation and will report back.

8.7 Update from Advisory Committee for Persons with Disabilities' Transportation Working Group (R. Banky, J. Maurice).

J. Maurice and A. Getty provided an update after attending the Virtual Collaborative Roundtable Event. They advised that the event was more of a presentation from DARTS, HSR and Blue Line Taxi and did not provide much opportunity to ask questions or raise key issues. C. Kroetsch suggested creating a correspondence with feedback to be sent to the organizing Committee. J. Maurice, A. Getty, and others will meet informally to discuss sending correspondence.

8.8 Update about the Two-Spirit and LGBTQIA+ Engagement Survey (G. Cousins)

G. Cousins updated that Dr. Tina Fetner has declined third party input while the survey is being completed. Dr. Fetner indicated that the best time for the Committee to provide input would be after the survey is completed.

8.9 Member Attendance

J. Diemert advised that there is a Committee member that has missed meetings for more than 3 months. They requested staff follow up with the absent member and report back at the next meeting.

9. Notices of Motion

9.1 Election of a Chair, Vice Chair and Recording Secretary for 2022 (for the November 2021 meeting)

9.2 Donations from the 2021 Committee budget (for the Committee's November 2021 meeting)

10. Announcements

10.1 Building the Hamilton 2SLGBTQ+ Community Archive

Registration is now open for the upcoming virtual roundtables on Building the Hamilton 2SLGBTQ+ Community Archive. Visit <https://buildingthearchive.hamont.org> to register for the upcoming free Zoom event taking place on Thursday, October 21 from 6:30 PM to 8:30 PM.

10.2 Trans Day of Remembrance, November 20, 2021

A. Getty advised that the Trans Day of Remembrance is coming up and she will be seeking funding from the Committee for related events. This will be added as an agenda item for the next meeting.

10.3 City Enrichment Fund

S. Angrish advised that the City Enrichment Fund is now open for applications. The deadline for applications is November 1, 2021 at 4:30 PM. Applications can be submitted at www.hamilton.ca/cityenrichmentfund.

11. Adjournment

(R. Banky / G. Cousins)

That, there being no further business, the meeting be adjourned at 7:17 PM.

CARRIED

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#	Recommendation	Lead	Action	Anticipated start date	Anticipated Completion Date	Status	March 2021 Update	September 2021 Update
1	The HPS should draft a formal policy and procedure to mandate communication between the HPS S.E.A.T. representative and the Crime Management Office within the respective divisions.	Superintendent - Support Services	Draft new policy	1-Aug-20	30-Apr-21	Complete	Currently revising Major Incident Command Policy 4.3.41. and renaming the policy Incident Command Planning. The revised policy will include three new Incident Command Classifications (Critical Incident, Major Incident, Special Event Incident). Focus on IMS & IR and associated level of Command knowledge, skills and abilities.	Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.
2	Upon receipt of a S.E.A.T application, the relevant HPS Crime Management Office should prepare an Operational Plan for the event.	Superintendent - Support Services	Draft new policy	1-Aug-20	30-Apr-21	Complete	Currently revising Major Incident Command Policy 4.3.41. and renaming the policy Incident Command Planning . The revised policy will include three new Incident Command Classifications (Critical Incident, Major Incident, Special Event Incident). Focus on IMS & IR and associated level of Command knowledge, skills and abilities.	Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.
3	The Operational Plan should be drafted after consultation with Pride Organizers.	Superintendent - Support Services	Draft new Operational Plan template - fillable form	1-Jul-20	Ongoing	In progress	A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above. The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration. A SEAT application has been filed. Hamilton Police will liaise with the City and organizers regarding safety planning for the event.	The new Operational Plan Template has been placed on the Intranet and training will take place beginning the first week of September for all Crime Managers.
4	The Operational Plan must include the name and contact information for at least one Pride organizer and organizers should be provided with contact information for a commanding officer who will be present at the event.	Superintendent - Support Services	Draft new Operational Plan template - fillable form	1-Jul-20	Ongoing	Complete	A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above. The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration. A SEAT application has been filed. Hamilton Police will liaise with the City and organizers regarding safety planning for the event.	Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September. The Division 20 Crime Manager will reach out to Pride Hamilton in March 2022 regarding plans for next year's Pride celebration.
5	HPS officers, including the LGBTQ Liaison Officer, should meet with Pride organizers to discuss public safety issues after the Operational Plan is drafted and before the event takes place.	Superintendent - Support Services	Draft new Operational Plan template - fillable form	1-Jul-20	Ongoing	In progress	A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above. The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration. A SEAT application has been filed. Hamilton Police will liaise with the City and organizers regarding safety planning for the event.	Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.
6	HPS, the Board or the City of Hamilton should consider providing a grant to Pride Hamilton to subsidize the cost of paid duty officers.	Chief's Office	Explore grant opportunities	1-Jul-20	Ongoing	In progress	Where grant opportunities are available, Hamilton Police Service would support submissions from PRIDE. Where grant opportunities are present, Hamilton Police Service will forward that information to PRIDE.	Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.

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#	Recommendation	Lead	Action	Anticipated start date	Anticipated Completion Date	Status	March 2021 Update	September 2021 Update
7	The Operational Plan for Pride in the Park 2021 must include far more information than it has in previous years.	Superintendent - Support Services	Draft new Operational Plan template - fillable form	1-Jul-20	1-Mar-21	Complete	<p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p> <p>The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration.</p> <p>A SEAT application has been filed.</p> <p>Hamilton Police will liaise with the City and organizers regarding safety planning for the event.</p>	<p>Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.</p> <p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p>
8	The Operational Plan should be available for officers to review at least two weeks prior to Pride in the Park 2021.	Superintendent - Support Services	Draft new Operational Plan template - fillable form	1-Jul-20	Ongoing	In progress	<p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p> <p>The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration.</p> <p>A SEAT application has been filed.</p> <p>Hamilton Police will liaise with the City and organizers regarding safety planning for the event.</p>	<p>Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.</p>
9	Pre-Pride HPS briefings for officers must be detailed.	Superintendent - Support Services Community Relations	Draft new Operational Plan template - fillable form	1-Jul-20	Ongoing	Complete	<p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p> <p>The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration.</p> <p>A SEAT application has been filed.</p> <p>Hamilton Police will liaise with the City and organizers regarding safety planning for the event.</p>	<p>Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.</p>
10	On the day of the event, supervising officer(s) should arrive at the park and contact organizers well in advance of the start.	Superintendent - Support Services	Draft new policy	1-Aug-20	Ongoing	In progress	<p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p> <p>The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration.</p> <p>A SEAT application has been filed.</p> <p>Hamilton Police will liaise with the City and organizers regarding safety planning for the event.</p>	<p>Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.</p>
11	The HPS should seek the assistance of a City by-law enforcement officer to enforce by-laws that ensure a peaceful and celebratory event.	Superintendent - Support Services	Draft new Operational Plan template - fillable form	1-Jul-20	Ongoing	Complete	<p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p> <p>The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration.</p> <p>A SEAT application has been filed.</p> <p>Hamilton Police will liaise with the City and organizers regarding safety planning for the event.</p>	<p>Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.</p>

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#	Recommendation	Lead	Action	Anticipated start date	Anticipated Completion Date	Status	March 2021 Update	September 2021 Update
12	Officers should be prepared for the arrival of Agitators.	Superintendent - Support Services	Draft new Operational Plan template - fillable form	1-Jul-20	Ongoing	Complete	<p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p> <p>The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration.</p> <p>A SEAT application has been filed.</p> <p>Hamilton Police will liaise with the City and organizers regarding safety planning for the event.</p>	Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.
13	HPS supervising officers at Gage Park should be in constant communication with Pride organizers for the duration of the event.	Superintendent - Support Services	Draft new policy	1-Aug-20	Ongoing	Complete	<p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p> <p>The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration.</p> <p>A SEAT application has been filed.</p> <p>Hamilton Police will liaise with the City and organizers regarding safety planning for the event.</p>	Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.
14	Police should attempt to engage and coordinate with Pride defenders to the greatest extent possible.	Superintendent - Support Services	Draft new Operational Plan template - fillable form	1-Jul-20	Ongoing	Complete	<p>A new operational plan fillable template has been created and approved. This template is part of the revised policy noted above.</p> <p>The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration.</p> <p>A SEAT application has been filed.</p> <p>Hamilton Police will liaise with the City and organizers regarding safety planning for the event.</p>	Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders in early September.
15	The HPS should unequivocally apologize to the community for creating the impression that the police response to Agitators would have been different had the HPS been formally invited to the event.	Chief's Office	Draft apology	11-Jun-20	11-Jun-20	Complete	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.
16	The HPS should apologize to the community for inadequate planning and lack of preparation for Hamilton Pride 2019.	Chief's Office	Draft apology	11-Jun-20	11-Jun-20	Complete	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.
17	The HPS should apologize to the community for the public statements made during and after the event and for equating the conduct of the Agitators with that of Pride Defenders.	Chief's Office	Draft apology	11-Jun-20	11-Jun-20	Complete	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.
18	The HPS should apologize to the community for the lack of communication with Pride Organizers.	Chief's Office	Draft apology	11-Jun-20	11-Jun-20	Complete	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.
19	The HPS and the Board should publicly acknowledge that building a relationship of mutual trust will take years and should commit to the hard work necessary for that to happen.	Chief's Office	Draft apology	11-Jun-20	11-Jun-20	Complete	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.

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#	Recommendation	Lead	Action	Anticipated start date	Anticipated Completion Date	Status	March 2021 Update	September 2021 Update
20	The HPS should acknowledge to the community that more needs to be done to protect Pride attendees and Two-Spirit and LGBTQIA+ community members from Agitators who wish to disrupt events and cause conflict. The HPS should acknowledge they understand the perception in the community that they are protecting hatemongers and commit to doing more to balance these Agitators' free speech rights without interfering with the community's peaceful, lawful use of public spaces.	Chief's Office	Draft apology	11-Jun-20	11-Jun-20	Complete	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.	Hamilton Police Chief Eric Girt formally apologized to the community at the Hamilton Police Service Board meeting on June 11, 2020, and a formal statement issued after the meeting.
21	The HPS should refrain from making comments around recruitment booths and police inclusion at Two-Spirit and LGBTQIA+ events until a joint statement can be issued with Pride Hamilton. Instead, the HPS should issue a statement such as "The Hamilton Police Service is committed to protecting the public safety and ensuring that Pride 2021 is a success for everyone who attends to celebrate the diversity of Hamilton. The HPS will work with Pride organizers to ensure a safe event where everyone is respected regardless of whether the HPS is asked to participate in Pride."	Corporate Communicator	Draft mutually agreed upon statement prior to Pride 2021 in conjunction with organizers	1-Jun-21	1-May-21	In progress	The Division 20 Crime Manager reached out to Pride Hamilton in March 2021 regarding plans for this year's Pride celebration. A SEAT application has been filed. Once more information is available regarding this year's celebration, Hamilton Police will engage with Pride Hamilton regarding the possibility of a joint statement.	Prior to Pride 2022, Hamilton Police will reach out to Pride Hamilton organizers to draft a joint statement regarding the event and the police role.
22	The HPS should carefully review the role of and responsibilities associated with the LGBTQ Liaison Officer position and whether it ought to be a full-time, Sergeant level position.	Community Relations/EDI Specialist	Conduct a review of the position.	1-Sep-20	1-Mar-21	Complete	Completed Environmental Scan of 13 police services to understand organizational structure of similar positions. With the hiring of an EDI Specialist in February 2021, an EDI framework is being developed and consideration will be given for the Liaison Officer role within that framework.	In June 2021, the Two-Spirit and LGBTQIA+ Liaison role was formally transitioned into a full time position.
23	The HPS should integrate the LGBTQ Liaison Officer position with the Community Relations Coordinator position and consider expanding these roles.	Community Relations/EDI Specialist	Conduct a review of the position.	1-Sep-20	1-Mar-21	Complete	Completed Environmental Scan of 13 police services to understand organizational structure of similar positions. Roles of the Two-Spirit and LGBTQIA+ Liaison Officer and Community Relations Coordinator are being considered as part of the Framework noted above.	The Two-Spirit and LGBTQIA+ Liaison Officer and Community Relations Coordinator are organizationally situated in the Community Mobilization Division. Both roles work closely together and collaborate on community initiatives.
24	The HPS, in consultation with the LGBTQ Liaison Officer and members of the ISN, should determine what role the LGBTQ Liaison Officer should have within the ISN.	Community Relations/EDI Specialist	Define the role and mandate of the ISN.	1-Sep-20	1-Mar-21	Complete	Conducted an Environmental Scan of ISNs in other policing jurisdictions including Terms of Reference and ISN goals where available. DRAFT Terms of Reference created in consultation with the Two Spirit and LGBTQIA+ ISN, the Director of Human Resources, the Manager of Records, the Chief Administrative Officer, the Deputy Chiefs and the Acting Chief and roles have been clearly outlined.	Within the ISN Terms of Reference, it is stipulated that the Two-Spirit and LGBTQIA+ Liaison Officer will be a standing member of the ISN.

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#	Recommendation	Lead	Action	Anticipated start date	Anticipated Completion Date	Status	<div style="display: flex; justify-content: space-between;"> March 2021 Update September 2021 Update </div>
25	The HPS should retain a third-party facilitator or mediator from a list provided by community members to facilitate future community meetings moving forward.	Community Relations	Create a list of qualified facilitators with the community.	1-Sep-20	1-Mar-21	In progress	<p>On March 16, 2021, HPS will make a delegation to the City of Hamilton's LGBTQ Advisory Committee with a proposed process for retaining a third-party mediator/facilitator to lead future conversations.</p> <p>HPS entered into an agreement with McMaster University to administer the Two-Spirit and LGBTQIA+ Communities Survey to help inform the selection of a suitable facilitator to lead ongoing conversations between police and Two-Spirit and LGBTQIA+ communities.</p> <p>The Survey has been launched and a report will be prepared by McMaster University outlining the thematic analysis. This report is anticipated for completion in October.</p>
26	The HPS should consider holding larger town hall meetings to review their action plan, 'The Way Forward'.	Community Relations	Establish a mechanism for Town Hall meetings.	1-Oct-20	1-May-21	In progress	<p>On March 16, 2021, HPS will make a delegation to the City of Hamilton's LGBTQ Advisory Committee with a proposed process for retaining a third-party mediator/facilitator to lead future conversations.</p> <p>The Two-Spirit and LGBTQIA+ Communities Survey results will inform next steps on how HPS will work together with community to form working group(s) that reflect the various communities and their needs.</p>
27	The HPS should consult with the community to determine if and when it may be appropriate to recreate a community task force/advisory committee.	Community Relations	Facilitate creation of community working group.	1-Sep-20	1-May-21	In progress	<p>On March 16, 2021, HPS will make a delegation to the City of Hamilton's LGBTQ Advisory Committee with the request for their representation on a future task force.</p> <p>The Two-Spirit and LGBTQIA+ Communities Survey results will inform what a community task force/advisory committee could look like, if and when, the community is ready.</p> <p>Further community engagement required to inform the structure and feasibility of a task force.</p>
28	To build trust and foster a positive relationship with the Two-Spirit and LGBTQIA+ communities, the HPS leadership should consider having an inspector or higher ranking officer work with the HPS's Community Relations staff to conduct ongoing community outreach.	Chief's Office	Organizational Chart review	1-Jul-20	1-Jul-21	Complete	<p>Completed Environmental Scan of 13 police services to understand organizational structure and best practices.</p> <p>The Two-Spirit and LGBTQIA+ Liaison role is organizationally situated within the Community Mobilization Division. There is an Inspector and Superintendent assigned to oversee the division.</p> <p>Roles are being considered as part of the Framework noted above.</p>

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#	Recommendation	Lead	Action	Anticipated start date	Anticipated Completion Date	Status	March 2021 Update	September 2021 Update
29	During block training, the HPS must develop and mandate more in-depth seminars and hands-on training with respect to Two-Spirit and LGBTQIA+ issues.	Superintendent - Professional Development/EDI Specialist	Explore opportunities for in person training through CCDI.	Upon contract with external agency approval	Block Sept 2021	In progress	<p>An internal review of HPS Two-Spirit and LGBTQIA+ training is being conducted by the EDI Specialist to assess gaps to identify and develop further training which will be mandated.</p> <p>Once review completed, develop a five-year inclusive training strategic plan.</p> <p>Development of Block Training presentation underway by Two-Spirit and LGBTQIA+ Liaison Officer that will be Hamilton-focussed with historical context. Presentation to be delivered virtually if COVID prevents further in-class learning in September 2021.</p>	<p>Internal training review was completed in Spring 2021.</p> <p>Inclusive training strategic plan will be included in the EDI Strategy. The plan will address the gaps found in the internal review. The EDI Strategic Plan is expected to be delivered in late 2021.</p> <p>A number of training sessions have been delivered by the Two Spirit and LGBTQIA+ Liaison Officer. This training was developed in consultation with community and community members had an opportunity to review it and provide input and that process is ongoing.</p> <p>At BLOCK Training this year, all members will be provided with training with respect to Two-Spirit and LGBTQIA+ issues. This training will be delivered by the Two-Spirit and LGBTQIA+ Liaison Officer. In addition, members will also receive implicit bias training delivered virtually through the Canadian Police Knowledge Network (CPKN). Further training will be delivered by EGALE, Canada's leading organization for Two-Spirit and LGBTQIA+ people and issues.</p> <p>Two-Spirit and LGBTQIA+ ISN members have been offered priority seats at this training as part of their role in the ISN and larger organization. In addition, all members will be receiving a equity, diversity and inclusion training starting this September 2021.</p>
30	The HPS should continue training officers with respect to appropriate and current terminology and the need for sensitivity when it comes to terminology.	Superintendent - Professional Development/EDI Specialist	Explore training opportunities.	1-Jul-20	Block 2021	In progress	<p>An internal review of training materials by the EDI Specialist is currently being conducted to assess appropriate and current terminology.</p> <p>Positive Space training delivered to Command staff and S/Sgts</p> <p>OHR confirmed that they can deliver a training package in lecture format to one group but not a Block Training format.</p>	<p>Internal training review was completed in Spring 2021.</p> <p>Inclusive training strategic plan will be included in the EDI Strategy. The plan will address the gaps found in the internal review. The EDI Strategic Plan is expected to be delivered in late 2021.</p> <p>Further terminology and emotional intelligence training has been included in Block Training and will be delivered by both EGALE , the Two Spirit and LGBTQIA+ Liaison Officer and the EDI Specialist starting September 2021.</p>
31	The HPS should work in conjunction with the ISN to create additional training materials regarding Two-Spirit and LGBTQIA+ issues, either through lectures or online materials. This training can focus on scenarios that arise in interactions between HPS officers and community members.	Superintendent - Professional Development/EDI Specialist	Meet with ISN to review training.	24-Jul-20	Ongoing	In progress	<p>The EDI Specialist and LGBTQIA+ Liaison Officer are assessing existing training materials and identifying gaps in order to create more robust training materials regarding the Two-Spirit and LGBTQIA+ communities.</p> <p>Discussion on next steps for a potential online program short term and literature review of Serving with Pride for potential start of Block Sept 2021.</p> <p>Elearning opportunities are being explored. A national organization has been identified that conducts an interactive online presentation over successive sessions. Exploring how this session can be incorporated with existing training materials.</p>	<p>With the formalization of the ISN and the assessment of training gaps, the Two-Spirit and LGBTQIA+ Liaison Officer and the EDI Specialist will begin to consult the ISN for recommendations on additional training items in September. This is part of a larger five-year training framework being developed in consultation with the EDI Specialist to address equity, diversity and inclusion and ensure the continued education of our members.</p>

Bergman Report - Recommendations Index							Appendix A	
#	Recommendation	Lead	Action	Anticipated start date	Anticipated Completion Date	Status	March 2021 Update	September 2021 Update
32	The HPS should review training materials from other police services with regards to Two-Spirit and LGBTQIA+ issues and determine if there are training materials and programs that are suitable for the HPS to develop and deliver.	Superintendent - Professional Development/EDI Specialist	Reach out to other Police Services to review their training.	15-Jul-20	30-Sep-20	In progress	<p>A current internal review/scan of HPS Two-Spirit and LGBTQIA+ training being conducted by the EDI Specialist to assess where gaps exist, this will be cross compared with other police services.</p> <p>Completed review of CPKN and OPVTA training materials. Materials too dated to consider but updated training materials being developed by neighbouring police service.</p>	<p>With the adoption of the new Two-Spirit and LGBTQIA+ Liaison Officer role, HPS has begun to review training materials from other Services to determine their relevance for HPS and Hamilton. The Two-Spirit and LGBTQIA+ Liaison Officer and the EDI Specialist will collaborate on this initiative with the Professional Development Division.</p> <p>The implicit bias training being delivered to members through CPKN was identified as part of this review. This will be an ongoing and regular review of training material to identify further training opportunities.</p>
33	The HPS officers should be required to work within the Two-Spirit and LGBTQIA+ communities in order to receive experiential training in conjunction with more traditional, lecture-oriented sessions. Officers of all ranks should interact with community members on a more regular basis.	Superintendent - Professional Development/EDI Specialist	Explore learning opportunities.	1-Sep-20	1-Sep-21	In progress	<p>A current internal review/scan of HPS Two-Spirit and LGBTQIA+ training being conducted by the EDI Specialist to assess where gaps are in order to bridge these when it is time to consult with community on training and how to proceed.</p> <p>Community to be engaged to inform experiential training opportunities.</p>	<p>HPS is currently exploring potential community partnerships to offer experiential training for members.</p> <p>The Two-Spirit and LGBTQIA+ Liaison Officer created a training module which will be presented to all Sworn Officers and Civilians in the BLOCK 2021-2022 sessions. Numerous community members reviewed the training module and provided feedback into the training content and the module reflects these important changes."</p>
34	All senior command officers should receive enhanced media training to ensure any media appearances are conducted with professionalism and convey appropriate messaging.	Corporate Communicator	Arrange media training.	1-Jul-20	1-Jun-21	In progress	<p>Senior Officers participated in virtual media training offered by the OACP in fall 2020.</p> <p>In person training to be rescheduled once current public health restrictions are lifted.</p>	<p>Senior Officers participated in virtual media training offered by the OACP in August 2021.</p> <p>In person training to be rescheduled once current public health restrictions are lifted.</p>
35	The HPS must continue to support the ISN and clarify the role of the ISN.	Superintendent - Professional Development/EDI Specialist	Determine the ISN mission and goals.	1-Sep-20	1-Mar-21	Complete	<p>ISN met on February 8, 2021 to discuss future role and structure of the ISN</p> <p>EDI Specialist conducted a best practice review of ISNs in policing Sub-group created to draft a Terms of Reference for ISN</p> <p>Larger ISN met February 26, 2021, to review initial DRAFT Terms of Reference</p> <p>Support to ISN provided by Senior Commanders and the EDI Specialist</p> <p>DRAFT Terms of Reference created in consultation with Two-Spirit and LGBTQIA+ ISN, the Director of Human Resources, the Manager of Records, the Chief Administrative Officer, the Deputy Chiefs and the Acting Chief. The role of the ISN is clearly identified and outlined in the DRAFT Terms of Reference</p>	<p>Command continues to support the Two-Spirit and LGBTQIA+ ISN by meeting with the group bi-annually and on an ad hoc basis as per the outlined Terms of Reference.</p> <p>The role of the ISN is to provide support, mentorship and guidance to Two-Spirit and LGBTQIA+ members within the Hamilton Police Service. The purpose of the ISN has been developed by the group, in consultation with the EDI Specialist and is clearly articulated in the Terms of Reference.</p>
36	The HPS should carefully consider undertaking a Diversity Audit or Organizational Culture Review.	Director - Human Resources/EDI Specialist	Partner with CCDI execute a diversity and inclusion survey.	13-Jul-20	5-Mar-20	Complete	<p>Survey launched in January 2021. The deadline for completion of the census extended to March 5, 2021. Report findings expected in late spring.</p>	<p>Survey launched in January 2021. Administered by the Canadian Centre for Diversity and Inclusion, all HPS members were invited to participate.</p> <p>Results from the survey will form the foundation for the EDI Strategy.</p>
37	The HPS should consider the legal tools discussed in this Report in the context of demonstrations at City Hall.	Legal Counsel	Conduct legal review.	1-Jul-20	31-Oct-20	Complete	<p>Legal authorities have been considered and incorporated into the operational planning document.</p>	<p>Legal authorities have been considered and incorporated into the operational planning document.</p>

Bergman Report - Recommendations Index Appendix A


#	Recommendation	Lead	Action	Anticipated start date	Anticipated Completion Date	Status	March 2021 Update	September 2021 Update
38	The Board and/or HPS should institute a mechanism for external review and audit of these recommendations and grading of compliance. The HPS should be prepared to address how and in what manner it has responded to these recommendations 12 months and 24 months after the release of this Report.	Chief's Office	Establish external review.	1-Jul-20	Ongoing	In progress	On March 16, 2021, HPS will make a delegation to the City of Hamilton's LGBTQ Advisory Committee with the request for their representation on a future task force.	The Two-Spirit and LGBTQIA+ Communities Survey results will inform what a community task force/advisory committee could look like, if and when, the community is ready.

Not started
In progress
Past Due
Complete



HAMILTON POLICE SERVICE

INFORMATION REPORT

TO:	Chair and Members Hamilton Police Services Board
BOARD MEETING DATE:	September 16, 2021
SUBJECT:	Pride Recommendations
REPORT NUMBER:	20-076a
SUBMITTED BY:	Frank Bergen, Chief of Police
SIGNATURE:	

EXECUTIVE SUMMARY

- In November 2019, the Hamilton Police Services Board (HPSB) commissioned an independent review of the Hamilton Police Service (HPS) response to Pride 2019.
- Scott Bergman of Cooper, Sandler, Schime & Bergman LLP was retained to conduct the review. The independent review and its findings were presented on June 11, 2020.
- The 38 recommendations outlined in the independent review were accepted by the HPSB and the HPS.
- This report provides an update to the framework for implementing the recommendations. Progress highlights made since the last update to the HPSB in September 2020 are outlined below.

INFORMATION

Community Engagement

- In June 2021, the Two-Spirit and LGBTQIA+ Liaison role was formally transitioned into a full time position.
- HPS entered into an agreement with McMaster University to administer the Two Spirit and LGBTQIA+ Communities Survey to help inform the selection of a suitable facilitator to lead ongoing conversations between police and Two-Spirit and LGBTQIA+ communities. The report is anticipated for completion in October.

Vision: To be a trusted partner in delivering public safety.

Mission: To serve and protect in partnership with our communities.

Our Values: Compassionate, Dedicated, Inclusive, Integrity, Innovative, Professional, Teamwork

Diversity

- An inclusive training strategic plan will be included in the EDI Strategy. The plan will address the gaps found in the internal review. The EDI Strategic Plan is expected to be delivered in late 2021.

Operations

- The new Operational Plan Template has been placed on the Intranet and training took place during the first week of September for all Crime Managers.

Policy/Procedures

- Incident Command and Operational Planning Policy 4.3.41 has been drafted and was reviewed at Commanders at the beginning of September.

Training

- A number of training sessions have been delivered by the Two Spirit and LGBTQIA+ Liaison Officer. This training was developed in consultation with community and community members had an opportunity to review it and provide input. That process is ongoing.
- At BLOCK Training this year, all members will be provided with training with respect to Two-Spirit and LGBTQIA+ issues. This training will be delivered by the Two-Spirit and LGBTQIA+ Liaison Officer. In addition, members will also receive implicit bias training delivered virtually through the Canadian Police Knowledge Network (CPKN). Further training will be delivered by EGALE, Canada's leading organization for Two-Spirit and LGBTQIA+ people and issues.

Future updates will take place on the following dates:

- March 2022
- September 2022

The recommendations outlined in Mr. Bergman's report mark a blueprint for the future of the Service and an opportunity to move the relationship forward with the Two-Spirit and LGBTQIA+ communities. As a public institution, the onus rests with us. This commitment will be critical for real change and building trust. The Service is dedicated to an open and transparent process that is informed by the Two-Spirit and LGBTQIA+ communities' lived experience to find solutions. HPS is committed to forming partnerships with the community where we can coproduce organizational and cultural change.

Building a relationship of mutual trust will take years; however, the HPS is committed to the complex work that lies ahead.

Vision: To be a trusted partner in delivering public safety.

Mission: To serve and protect in partnership with our communities.

Our Values: Compassionate, Dedicated, Inclusive, Integrity, Innovative, Professional, Teamwork

APPENDICES AND SCHEDULES ATTACHED

Appendix A – Project Status

FB/R.Diodati

cc: Ryan Diodati, Deputy Chief – Support
Anna Filice, Chief Administrative Officer

Scott Bergman Report

HAMILTON POLICE SERVICE PROGRESS INDICATORS



The Hamilton Police Service Board (HPSB) commissioned Scott Bergman of Cooper, Sandler, Schime & Bergman LLP to conduct a review of the Hamilton Police Service (HPS) response to Pride 2019.



38 recommendations came forward and were accepted by HPSB and the HPS.

REPORTING TIMELINES



SEPT 2020

MARCH 2021

SEPT 2021

MARCH 2022

SEPT 2022



38 Recommendations / Regular progress updates / Recommendations are a blueprint for the future

HIGHLIGHTS



Community Engagement

- Transitioned the Two-Spirit and LGBTQIA+ Liaison role into a full time position.
- Entered into an agreement with McMaster University to administer the Two Spirit and LGBTQIA+ Communities Survey to help inform the selection of a suitable facilitator to lead ongoing conversations between police and Two-Spirit and LGBTQIA+ communities. Report is anticipated for completion in October.



Diversity

- Inclusive training strategic plan will be included in the EDI Strategy. The plan will address the gaps found in the internal review. The EDI Strategic Plan is expected to be delivered in late 2021.



Operations

- Completed new Operational Plan Template and trained all Crime Managers.



Policy/Procedures

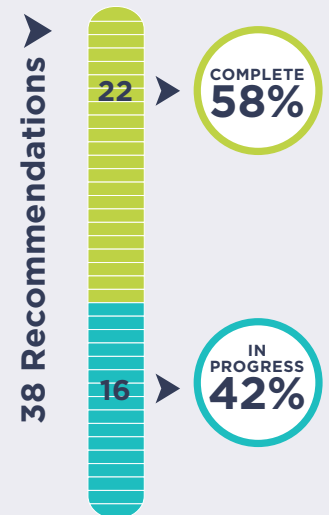
- Drafted Incident Command and Operational Planning Policy 4.3.41



Training

- Delivered training by the Two Spirit and LGBTQIA+ Liaison Officer. Developed in consultation with community, community members had an opportunity to review and provide input. All members will be provided with training in BLOCK and implicit bias training will be available through the Canadian Police Knowledge Network. EGALE Canada also provided Senior Leaders on Workplace Inclusion for Gender and Sexual Diversity training.

PROGRESS INDICATORS



DOWNLOAD THE FULL PROGRESS REPORT HERE:



WHAT'S NEXT

- Review the Two-Spirit and LGBTQIA+ Community Survey report and based on results, determine next steps in collaboration with community.
- Continue implementing the recommendations, with the next status report presented to the Hamilton Police Services Board in March 2022.

QUESTIONS?

Community Relations

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jdhillon@hamiltonpolice.on.ca

Two-Spirit and LGBTQIA+ Liaison Officer

Sgt. Rebecca Moran
905-546-4772
rmoran@hamiltonpolice.on.ca



Decorative Crosswalk Guideline



Trans Flag Decorative Crosswalk, Stirling Avenue

Decorative Crosswalk Guideline

1.0 Introduction

Crosswalks are an integral component of the transportation network that distinctly indicates safe roadway crossing locations for pedestrians by means of lines or other markings on the surface of the roadway. Vehicle traffic is controlled at crosswalks with stop signs, pedestrian crossovers (PXO's), and partial or full traffic signals. Crosswalks exist at intersections, between intersections (mid-block) and on all road classification types throughout the City of Hamilton.

The size and colour of crosswalk pavement markings is governed by the Ontario Traffic Manual (OTM). The transverse lines, which are lines that run perpendicular to the roadway and establish the boundaries of the crosswalk, must be white and extend the entire length of the crosswalk. Ladder (also referred to as zebra) markings are suggested for crosswalks where higher visibility is desired. The longitudinal lines (rungs of the ladder) are also normally white; however, the OTM does not specify that they must be white.

The Highway Traffic Act (HTA), specifically Ontario Regulation 402/15: Pedestrian Crossover Signs, requires that PXO's include ladder pavement markings and that the longitudinal lines (rungs) are to the width and spacing as specified. Like OTM, the colour of the rungs are not mandated to be white.

The OTM does state that textured or coloured crosswalks should be “applied to increase the conspicuity of a pedestrian crossings and increase driver’s awareness of potential conflicts”. It goes on to state that the “materials should be designed to maintain visibility at night”.

Decorative crosswalks are typically understood to be crosswalks that include elements (colour, design, imagery, texture and/or material) that are considered aesthetic enhancements above and beyond standard crosswalk treatments. In Hamilton, an example of a decorative crosswalk is the rainbow crosswalk located on Main Street West at Summers Lane in-front of City Hall, which was installed in 2018.

Crosswalks must always include two white transverse lines, and except for PXO's, the pavement marking treatment in between the transverse lines is not restricted. Therefore, decorative elements (artwork) can be legally applied to the road surface if they are 'framed' by the white transverse lines and the edge of the roadway (normally being curbs). However, it is implied that the design of the treatment would not negatively impact the safety of road users, visually or otherwise.

The Decorative Sidewalk Guideline is constructed to support and facilitate the installation of decorative crosswalks in the City of Hamilton. It directly aligns with the City of Hamilton Art in Public Places Policy which recognizes that "art in public places enriches the quality of life of its citizens adding cultural, social and economic value to our shared public spaces".

2.0 Process

The desire to install decorative crosswalks can be driven by external and internal interests. Individuals, communities, organizations or agencies may express interest to install a decorative crosswalk on a City roadway. Additionally, decorative crosswalks may be incorporated into City projects, such as roadway reconstruction or other similar initiatives.

Parties with an expressed interest to install a decorative crosswalk shall consult with the Public Works Department, Transportation Operations & Maintenance Division. An agreement between the applicant and the City may be necessary to formalize installation and maintenance cost terms and responsibilities.

Enabling the installation of decorative crosswalks aligns with the City of Hamilton Art in Public Places Policy. This policy provides a framework "to guide the conception, planning and implementation of successful art in public places projects". It includes five processes, specifically Publicly Commissioned Art, Donated Art, Community Art, Integrated Art and Temporary Art.

The Art in Public Places Policy is comprehensive and directly applicable to decorative crosswalks. Therefore, the Art in Public Places Policy shall be used to manage the application, selection and implementation of decorative crosswalks. Combined, the Art in Public Places Policy and the Decorative Crosswalk Guideline shall govern decorative crosswalks in the City of Hamilton.

3.0 Permitted Locations

Selecting a location for the installation of decorative crosswalks is important to ensure that they are appropriate, sustainable and safe. The primary consideration in approving a decorative crosswalk location is the safety of pedestrians, cyclists and motorists. Where safety may be negatively impacted, a decorative crosswalk will not be permitted to be installed.

Decorative crosswalks should be avoided, without special consideration and permission, across roadways that have high volumes of traffic and/or a high percentage of truck traffic, specifically, major and minor arterial roadways as classified by the Urban Hamilton Official Plan and the Rural Hamilton Official Plan. On arterial roadways,

maintenance is cost prohibitive given the amount of tire wear and marks from large trucks.

Decorative crosswalks can be installed on collector and local classified roadways. This includes collector and local roadways that intersect with, or immediately parallel to, major/minor arterial roadways permitting that the crosswalk is located on the secondary leg(s) of the intersection.

It is important that the roadways are in acceptable condition. The installation location surface must be free of potholes, fatigue cracking, loose debris or other similar degraded conditions which would inhibit the installation of surface treatments or perceivably shorten the operational life. Asphalt roadways are preferred, however concrete roads can be considered. Roadways that are constructed using unit pavers, stamped textures or comprised of mixed materials (such as adjoining asphalt and concrete surfaces) should be avoided. Roadways that are scheduled for reconstruction or re-surfacing within five (5) years or less from the time of decorative crosswalk installation must be avoided so that the treatments are not inadvertently removed earlier than intended or before their operational end-of-life.

4.0 Installation & Maintenance

Proper installation and maintenance of decorative crosswalk treatments protects their overall integrity and longevity. Therefore, they must be installed in a professional by forces that are sufficiently trained and skilled, using appropriate materials and methods, routinely monitored, repaired and maintained.

4.1 Decorative Crosswalk Specifications

- i. Artwork must be contained within the two white standard transverse lines of the crosswalk and the edge of the roadway. Treatment must be configured so that a pedestrian's first step is onto asphalt (the bare road surface), achieved by starting the artwork approximately 1.0 metre away from the curb/edge of road. It must not continue or extend onto median islands, curb gutters, curbs, sidewalks or other roadway features;
- ii. Artwork must not be applied to utility manhole covers, chamber lids, frames or other similar infrastructure;
- iii. Artwork should provide visual contrast and be reflective as per the requirements of the Ontario Traffic Manual;

- iv. Artwork that would be considered ladder (or zebra) markings, must dimensionally conform to the requirements of the HTA and Ontario Traffic Manual;
- v. Artwork shall respect community standards concerning appropriate subjects and imagery for display in public places. Further, commercial interests such as advertising and copyright protected content is not permitted without special consideration and explicit permission;
- vi. Artwork must not be comprised of any elements that road users, particularly pedestrians, would interact with such as hopscotch as an example;
- vii. Artwork must not directly or inadvertently mislead the general use or guidance of the crosswalk, especially users whom are visually impaired; and
- viii. Artwork shall comply with the City of Hamilton Art in Public Places Policy.

4.2 Material & Installation

- i. Durable skid resistant pavement markings, such as thermoplastic or cold plastic, must be used for artwork and as specified by the Public Works Department. The in-service operational life of durable pavement markings is approximately five (5) years, and dependent upon roadway surface conditions and traffic volumes.
- ii. Artwork must be reflective as per the requirements of the Ontario Traffic Manual;
- iii. Decorative crosswalks must be installed by the City of Hamilton, Public Works Department or by contractors as directed by the same;
- iv. Artwork designs shall be reasonable, easily reproduced and installed using the noted marking materials and their associated installation methods. Artwork must be acceptable and appropriate based upon the Art in Public Places policy process and requirements; and
- v. Installation shall be scheduled to occur seasonally in the late spring to early fall or as weather and conditions permit to ensure optimal adherence of materials to roadway surfaces.

4.3 Maintenance & Operations

- i. Decorative crosswalks shall be maintained (repaired, cleaned, etc.) by the City of Hamilton, Public Works Department;
- ii. It is recognized that decorative crosswalks do not have an attributed level of service as defined by Ontario Regulation 239/02: Minimum Maintenance Standards for Municipal Highways. However, decorative crosswalks shall generally be inspected by the City of Hamilton, Public Works Department, once per calendar year, typically in the late spring;
- iii. Maintenance of decorative crosswalks shall be safety focused, but also to maintain the integrity and longevity of the artwork. Maintenance shall be generally conducted on an as-needed basis;
- iv. Decorative crosswalks do not have an infinite life and would need to be removed (and replaced if appropriate) when deemed necessary or as required by any terms and/or agreements of their installation;
- v. Requestors of decorative crosswalks shall be responsible for installation costs and share maintenance costs with the City of Hamilton as described in Section 5.0 of this guideline.

5.0 Attributed Costs

The cost of installing and maintaining decorative crosswalks will have an impact on capital and existing operational budgets. Because of this, the person or agency requesting decorative crosswalks shall share in all or part of the costs. Table 5.1 outlines installation cost sharing.

Table 5.1 – Decorative Crosswalk Cost Sharing

Installation Cost	City Share	Requestor's Share
Existing non-ladder crosswalk	40% (Cost of white durable pavement markings)	60% (Cost difference between standard ladder markings and artwork)
Existing ladder crosswalk (< = 3 years old)	None	100%
Existing ladder crosswalk (> = 3 years old)	40% (Cost of white durable pavement markings)	60% (Cost difference between standard ladder markings and artwork)
All other locations	None	100%

The cost of installing a decorative crosswalk is be dependent upon the intricacy, width of the roadway, coverage of the artwork and location. It is estimated that installation costs would be between \$5,000 and \$15,000 depending on the length of the crossing.

The ongoing maintenance of the decorative crosswalks shall be shared between the City of Hamilton and the requestor based upon the cost difference between standard crosswalks and decorative crosswalks. Costs would also be dependent upon the same primary cost drivers noted as part of installation (above).

Maintenance costs shall be determined at the time of approval and based upon the design of the decorative crosswalks and perceived attributed maintenance cost pressures.

Installation and maintenance costs which are shared with the City of Hamilton by requestors should be formalized by establishment of a written agreement.

Decorative crosswalks that are not requested by external people or agencies, but rather internal to the City of Hamilton, installation costs shall be funded from an appropriate capital budget. Maintenance and operation costs shall be funded from an appropriate operating budget and annual budgets shall be reasonably adjusted as decorative crosswalks are added or removed.

6.0 Roles & Responsibilities

- i. The General Manager of Public Works, or their delegate, shall be responsible for administering and recommending updates to this guideline;
- ii. Decorative crosswalk artwork approval shall be the responsibility of the Public Works Department, Transportation Operations & Maintenance Division and in collaboration with the Planning & Economic Development Department, Tourism & Culture Division.
- iii. The Public Works Department, Transportation Operations and Maintenance Division shall be responsible for coordinating, planning, implementing and maintaining decorative crosswalks in the City of Hamilton; and
- iv. Requestors shall share in the ownership and responsibility of decorative crosswalks as governed by any formal agreements or terms as they apply.

11.5

CITY OF HAMILTON

MOTION

Public Works Committee: October 4, 2021

MOVED BY COUNCILLOR J. FARR.....

SECONDED BY COUNCILLOR A. VANDERBEEK.....

Installation of Rainbow Crosswalk in Waterdown (Ward 15)

WHEREAS, Equity, Diversity & Inclusion is one of the eight 2018-2022 term of Council priorities;

WHEREAS, this priority goal strives to ensure that equity-seeking communities will feel safe, supported and have an enhanced sense of belonging through strengthening community capacity, City responsiveness and creating inclusive engagement opportunities;

WHEREAS, Council approved a Decorative Crosswalk Guideline on July 17, 2020 which promotes and enables the installation of decorative crosswalks in the City;

WHEREAS, the Valeri family who are residents of Waterdown have requested the installation of a Rainbow Crosswalk at the intersection of Parkside Drive and Keewaydin Street and generously offered to donate funding for the installation in compliance with the Decorative Crosswalk Guideline; and,

WHEREAS, the intersection of Parkside Drive and Keewaydin Street is a gateway to a community hub in Waterdown which includes Allan A. Greenleaf Elementary School, Waterdown District High School and the Flamborough Family YWMC;

THEREFORE, BE IT RESOLVED:

- (a) That Transportation Operations and Maintenance staff be authorized and directed to install a Rainbow Crosswalk at the intersection of Parkside Drive and Keewaydin Street in Waterdown (Ward 15) in 2021;
- (b) That all costs associated with the installation of the Rainbow Crosswalk at the intersection of Parkside Drive and Keewaydin Street in Waterdown (Ward 15), be funded from the Valeri family’s donation of \$2,000;

Motion respecting the Installation of a Rainbow Crosswalk in Waterdown (Ward 15)

Page 2 of 2

- (c) That \$400 for the annual maintenance of the Rainbow Crosswalk be added to the Transportation Operations & Maintenance Division's 2022 annual base operating budget; and,
- (d) That the Mayor and City Clerk be authorized and directed to execute any required agreement(s) and ancillary documents, with such terms and conditions in a form satisfactory to the City Solicitor.





Printed by: **Rebecca Moran**
Title: **Bergman Pride Report Update : HPS**

Wednesday, October 20, 2021 14:57:46
Page 1 of 2

Wednesday, September 22, 2021 14:01:03



From:  **Rebecca Moran**
Subject: Bergman Pride Report Update
To:  PAULINE.KAJIURA.HAMILTON.CA

Attachments:  BergmanReport-Progress-Sept2021.pdf / Adobe Acrobat Documen...

Good afternoon members of the LGBTQ Advisory Committee,
I would like to provide you with an update about Hamilton Police Service's progress with respect to the 38 recommendations made by the Bergman Pride Report.
Please find attached an infographic which provides a condensed version of the progress, as well as links to an expanded progress report and an Information Report.

<https://pub-hpsb.escribemeetings.com/filestream.ashx?DocumentId=204>

<https://pub-hpsb.escribemeetings.com/filestream.ashx?DocumentId=203>

Please do not hesitate to contact me if you have any questions. I am happy to speak with your committee virtually as well.
Thank you,
Rebecca

Sergeant Rebecca Moran #1206
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PLT Coordinator
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CITY OF HAMILTON

2022

ADVISORY COMMITTEES

BUDGET SUBMISSION FORM

**LESBIAN, GAY, BISEXUAL, TRANSGENDER, AND QUEER (LGBTQ)
ADVISORY COMMITTEE**

PART A: General Information

ADVISORY COMMITTEE MEMBERS:

Rebecca Banky	Jake Maurice
Gregory Cousins	Violetta Nikolskaya
James Diemert	Ashley Paton
William Fularczuk	Kieran Thiara
Autumn Getty	Terri Wallis
Lisa-Marie Johnston	Kyle Weitz
Shaiden Keaney	Councillor Maureen Wilson
Cameron Kroetsch	

MANDATE:

The LGBTQ Advisory Committee for the City of Hamilton exists to eliminate barriers experienced by LGBTQ communities by giving voice to the perspectives of LGBTQ individuals and evaluating the City on its related efforts. The Committee does this by making recommendations to Council and staff in order that the City of Hamilton will excel in providing services to and interfacing with members of the LGBTQ communities.

The Committee is empowered by City Council and is responsible to City Council for its services; it reports to City Council on issues and concerns pertaining to the LGBTQ communities through the Audit, Finance & Administration Committee.

PART B: Strategic Planning

STRATEGIC OBJECTIVES:

To provide opportunities for members of Hamilton's diverse LGBTQ communities to share stories, impart information, raise concerns and recommend changes as they relate to the way the City develops by-laws, policies, programs and services that impact LGBTQ communities, through the appropriate Standing Committee of Council.

To provide advice and recommendations to City council and staff with respect to the implementation of by-laws, policies, programs and services that impact LGBTQ communities.

To educate and increase the awareness and understanding of City Council and staff on issues that impact LGBTQ communities.

To facilitate access to accurate information about LGBTQ communities, including an up-to-date list of LGBTQ positive spaces, programs, resources and organizations.

To acknowledge and respect the diversity of Hamilton's LGBTQ communities, including those voices not represented at the Committee table, with respect to gender identity, sexual orientation, age, ability, ethno-cultural background and socio-economic status.

To review the progress and measure of success of the Committee and its activities on a regular basis.

Please check off which Council approved Strategic Commitments your Advisory Committee supports

1) Community Engagement & Participation	Y	2) Economic Prosperity & Growth	
3) Healthy & Safe Communities	Y	4) Clean & Green	
5) Built Environment & Infrastructure		6) Culture & Diversity	Y
7) Our People & Performance	Y		

PART C: Budget Request

INCIDENTAL COSTS:

<p>Monthly meeting expenses (photocopying, refreshments, advertising, postage, etc.)</p> <p>*There were no expenses in this category in 2021</p>	
SUB TOTAL	\$750.00

SPECIAL EVENT / PROJECT COSTS:

<ul style="list-style-type: none"> • Partnership in the development and sharing of community resources and information • Social marketing regarding positive spaces, including materials, focus groups, awareness, etc. • Partner with community groups for awareness campaigns at significant events in Two Spirit and LGBTQIA+ communities • Subsidizing membership participation in workshops / conferences relevant to committee objectives • Partner with organizations providing support to members of Two Spirit and LGBTQIA+ communities during the COVID-19 pandemic • Additional Special Event/Project Cost of \$2,000.00 (to come from the Committee's reserve) for Committee training around anti-racism, anti-oppression, and other topics related to the Committee's mandate 	
SUB TOTAL	\$3,289.20

TOTAL COSTS	\$4,039.20
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Funding from Advisory Committee Reserve (only available to Advisory Committees with reserve balances)	\$1,300.00
TOTAL 2021 BUDGET REQUEST (net of reserve funding)	\$5,339.20
PREVIOUS YEAR (2020) APPROVED BUDGET (2021 Request \$5,960.00)	\$5,960.00

CERTIFICATION:

Please note that this document is a request for a Budget from the City of Hamilton Operating budget. The submission of this document does not guarantee the requested budget amount. Please have a representative sign and date the document below.

Representative's Name:Cameron Kroetsch
_____**Signature:**

Date:November 16, 2021



CITIZEN COMMITTEE REPORT

To:	Emergency and Community Services Committee
From:	LGBTQ Advisory Committee <div style="text-align: right;">_____ Cameron Kroetsch, Chair</div>
Date:	November 16, 2021
Re:	Appointment of Additional Committee Members

Recommendations

That the Interview Sub-committee to the Emergency and Community Services Committee select 2 additional members to sit on the LGBTQ Advisory Committee (LGBTQAC) and that the Sub-committee -

- focus its selection on youth, queer and trans people of colour (QTPOC), and Two-Spirit members of the community; and
- involve members of the LGBTQAC in the selection process.

Background

The Interview Sub-Committee to the Audit, Finance and Administration Committee selected additional members to sit on the LGBTQAC and those selections were ratified by City Council in 2019.

Subsequently, and after a successful recommendation by the LGBTQAC to increase its membership from 9 to 15, an additional 6 members were appointed. Those members have successfully joined the LGBTQAC.

As of the writing of this report, there are only 14 of a total possible 15 members of the LGBTQAC currently appointed (due to the resignation of one of the Committee's members) and only 13 who are currently active (one member is currently on an extended period of leave, for medical reasons).

The Committee requests the appointment of 2 additional members to the Committee, one of whom would serve only until the end of the leave period (the member was granted an indefinite period of leave; there is no known date of return at this time).

As we understand it from City of Hamilton staff, there may be additional qualified applicants remaining in the "pool" from the most recent round of recruitment.

If that's not the case, and there are no qualified applicants in that pool, we highly encourage another public call out and selection process to fill the vacant positions.

Analysis / Rationale

It is important that the Committee have a full complement of members at all times so that it may best represent the diverse communities to which it is accountable (Two Spirit and LGBTQIA+) and so that it may carry out its mandate to the best of its ability.



CITIZEN COMMITTEE REPORT

To:	Emergency and Community Services Committee
From:	LGBTQ Advisory Committee <div style="text-align: center;">_____</div> Cameron Kroetsch, Chair
Date:	November 16, 2021
Re:	Changes to the Draft Code of Conduct for Advisory Committees

Recommendations

That the Integrity Commissioner make the following changes and take into consideration the following suggestions with respect to the draft Code of Conduct for Advisory Committees (that it distributed to Advisory Committees).

The changes and suggestions have been grouped into the following categories -

- **General** - Applies to the whole document or applies broadly to the Advisory Committee itself
- **Definitions** - Something is unclear and should be defined or redefined to ensure that continuous interpretation of the Code of Conduct is not required
- **Responsibility** - The Code of Conduct identifies something that is either outside the scope of the reasonable responsibilities for a member of an Advisory Committee (or that should be)
- **Training** - Examples that illustrate that in order for a given section of the Code of Conduct to be enacted, further training would be required

General

1. Advisory Committees should not be classified as "local boards" as outlined both in the draft of the Code of Conduct and Appendix "B" to Report FCS21081. The implications of this classification will subject volunteers, who are not remunerated for their work, to everything outlined in the *Municipal Act*. Instead, they should be classified as "Advisory Committees" and a separate Code of Conduct should be developed for them that is subject to the City's Procedural By-law.

The general wording in the Code of Conduct suggests a homogeneity among the bodies deemed "local boards". It is not the case that Advisory Committees, writ large, can be adequately compared with the other types of Committees, Sub-committees, Boards, Agencies, and Tribunals that are defined under the umbrella term "local board". It is necessary, whether or not Advisory Committees are ultimately defined as local boards, that any Code of Conduct consider their unique nature, position, and responsibilities.

2. The commentary in the Code of Conduct is too broad in that it purports to be "illustrative" and "not exhaustive". The vague or "not exhaustive" nature of the current Code of Conduct has been the source of confusion, misunderstanding, and harm. Continuing this practice will make it unnecessarily difficult for members of Advisory Committees to adhere to the Code of Conduct. All of the applicable rules, regulations, and penalties should be clearly spelled out in this document in an exhaustive manner that removes the need for continuous interpretation and evaluation.
3. Members of Advisory Committees do not have access to the same legal resources as elected officials (e.g. the advice of the City Solicitor). As a result, it is unreasonable to suggest that members of Advisory Committees "[uphold] both the letter of the law and the spirit of the laws and policies established by the Federal parliament, Ontario legislature, and by City Council." It is further unreasonable to ask that members of Advisory Committees be required to understand what is required within the breadth of the statement, "The provisions of this Code are intended to be applied in concert with existing legislation and go beyond the minimum standards of behaviour set out in current federal and provincial

statutes."

4. A Code of Conduct does not stand alone. It is necessarily understood in the context of the City's Procedural By-law, the Advisory Committee Handbook, and the Code of Conduct for City Council (or other bodies). It's important that before the Code of Conduct is enacted that these other documents are also reviewed and updated, especially the Advisory Committee Handbook. Revising these documents independently will create additional undue confusion and potential harm. Traditionally, the work of Advisory Committees has been done somewhat informally. The changes to the Code of Conduct suggest an environment of increased formality and adherence to a broader set of laws and legislation that are not contemplated in the Advisory Committee Handbook. This imbalance must be remedied before these changes are considered.
5. It is not reasonable to suggest that Advisory Committees should be subject to the *Municipal Conflict of Interest Act*. Advisory Committees do not make decisions of a nature that would subject them to this legislation, in our opinion. Decisions that would create any potential conflict of interest are mitigated through a process of recommendation that first goes to a Standing Committee and ultimately to City Council. Downloading those responsibilities to individual volunteer members of Advisory Committees does not seem appropriate.
6. It is disingenuous to state that Advisory Committees are subject to a "decision ... to be made ... by a member of staff with delegated authority or operational responsibility". This language completely elides the foundational relationship between Advisory Committees and City Council. It doesn't make sense that staff would have delegated authority over a body that makes recommendations to City Council. There are neither illustrative nor exhaustive examples in this document that would clarify that in any meaningful way. The current wording inappropriately creates hierarchies where none currently exist and should be made much clearer to avoid potential confusion.
7. The clause "Members shall not appear before the Local Board or committee on their own behalf or as a representative on behalf of any party" (and the clause following it) elides the experiences, and rights to participation, of members of Two Spirit and LGBTQIA+ communities. It is

often the case that members of the LGBTQ Advisory Committee (LGBTQAC) are also active in their communities and may, at times, need to come forward to ask for funds or other assistance on behalf of an organization that they are part of. This is often the case when considering past support for events related to the Trans Day of Remembrance (TDOR) or run by The AIDS Network or Pride Hamilton.

It will not always be possible, because of the overlapping responsibilities that are often part of the work done by members of these communities, to simply "not appear before" the LGBTQAC or ask it for assistance. If this cannot be accomplished, another process should be developed to account for this so that individual organizations, of which there are relatively few, are not unduly harmed (similar to the provision outlined in the Code of Conduct for Business Improvement Areas).

8. There is currently no process that exists to identify "confidential information". The LGBTQAC, for instance, does not go into "closed session". If there is other information that is provided to the LGBTQAC that is considered "confidential" it would be important for there to be a process to clearly identify that information (similar to the process that City Council uses).
9. In the section entitled "Acting on Advice of the Integrity Commissioner" it appears that this information is about the Integrity Commissioner and not about a member of an Advisory Committee. If that's the case, this information should rightfully be put into a Code of Conduct for the Integrity Commissioner or better explained in relation to the responsibilities of members of Advisory Committees.

Definitions

10. The "Guiding Principles" section of the document does not begin with a set of definitions that would describe several of the phrases used therein. Several of the phrases are unclear, subjective, or would require significant interpretation, including "honesty and integrity", "diligent manner", "public confidence", "private affairs", "bear close public scrutiny", "conscientious", "impartiality and transparency", "broad range of knowledge", and "active in their own communities". In sum, there are an abundance of legal and other terms in this document, including those

outside of this section (i.e. "reasonable person fully informed of the facts", "incidental mementos or tokens of appreciation"), that have not formed part of any training provided to Advisory Committees or definitions in the Code of Conduct.

11. The section entitled "Improper Use of Influence" is very vague in its wording as the duties of someone on an Advisory Committee, with respect to what they can influence, have not been defined in any way. In order for members of Advisory Committees to understand how their influence may be used, it should be outlined exhaustively.
12. The section "Business Relations" does not provide context or examples. It is neither exhaustive nor illustrative.
13. The terms "decorum", "proper control", "respect", in the section entitled "Member Conduct" are subjective terms and should be properly defined in context (see comments above about other definitions for more clarity on this). While the subsection entitled "Commentary" is slightly illustrative, it does not properly define, contextually, how these terms are meant to be understood.
14. In the section entitled "Media Communications" the terms "accurately communicate recommendations and proceedings" and "disparaging comments" are not defined.

Further, these two terms do not seem to align with one another. The "Commentary" subsection suggests that speaking about "disparaging comments" would not be permitted even if those comments were accurate reflections of the proceedings of a meeting. This language seems to attempt to limit the kind of speech that is considered "accurate" in favour of avoiding commentary that would be considered critical or negative (one potential definition for the word "disparaging"). It is not the case that all of the recommendations and proceedings of an Advisory Committee could possibly be contained to such a narrow field or that it would be appropriate to attempt to limit the lawful speech of its members in order to to construct that narrowness.

15. In the section entitled "Reprisals and Obstructing" it is not clear how a member of an Advisory Committee could "obstruct the Integrity Commissioner". This should be clearly defined in context.

Responsibility

16. The Code of Conduct for Advisory Committees goes further than what the legislation requires and further than the Code of Conduct for members of City Council. Specifically, in the definition of "Family" it goes beyond what is prescribed in the *Municipal Conflict of Interest Act* to include "step-child and grand-child; siblings and step-siblings; aunt/uncle, and niece/nephew; in-laws, including mother/father, sister/brother, daughter/son; any person who lives with the Member on a permanent basis." If members of City Council are not held to this standard it seems unethical to hold members of Advisory Committees to it.
17. The section entitled "Election Campaigns" confers a greater responsibility on members of Advisory Committees than on members of City Council. The implication, as it's currently written, is that members of Advisory Committees could neither participate in supporting a candidate in an election nor could run in one themselves. It is currently permissible for a member of City Council to both support other candidates in an election (and there are many examples of this having happened, even recently) and be certified as a candidate in a municipal or other election while continuing to fulfill the duties of their elected position as a City Councillor. It does not make sense that members of a lesser body, like an Advisory Committee, would be held to a higher standard than the standards imposed on members of City Council.
18. It is not appropriate for the Chair of an Advisory Committee, a volunteer, to be involved in conversation with individual members of committees about an "explanation provided", as outlined in the section entitled "Member Conduct". It is often the case that individual members of a committee will miss consecutive meetings for personal, medical, or other reasons that it would not be appropriate to disclose to the Chair of an Advisory Committee. As stated earlier, and especially in Two Spirit and LGBTQIA+ communities, there are often overlapping duties, responsibilities, and community roles held by members of the

LGBTQAC. The City of Hamilton must have a confidential process to deal with these matters that should be adjudicated by either City staff or the body that appointed these members to the LGBTQAC in the first place.

It has been the position of City Council that the application process, which often does not reveal confidential information of a personal or medical nature, is too confidential for members of the LGBTQAC to be permitted to participate in. The standard of confidentiality in this section would seem to require an even greater degree of caution, using that logic.

19. In the section entitled "Media Communications", it goes on to apply a retroactive force to all comments made on an individual member's social media accounts to the effect that members "should consider articulating and posting their own policy of addressing how frequently they will monitor the site for the purpose of identifying and removing disparaging, abusive or hateful comments." This is not only a standard that members of City Council are not held to (the phrase "social media" is not even present in the current City Council Code of Conduct) but it is suggestive (i.e. "consider") rather than prescriptive. Language like this is vague and can have a chilling effect on the lawful speech of members of Advisory Committees if not carefully defined. The phrase "should consider" implies that this is optional. This is not language that should form part of a Code of Conduct.
20. In the section entitled "Respect for the Town By-laws and Policies" there is an undue amount of responsibility placed on members of Advisory Committees who are not required to know, have not been provided access, and have not been provided with training with respect to all of the City's by-laws, policies, and procedures. It is unreasonable for individual volunteers on an Advisory Committee to be asked to undertake this responsibility. It is further not possible for a volunteer member of an Advisory Committee to be responsible for upholding the "Rule of Law". That is a very high standard and, again, language that does not appear in the Code of Conduct for City Council.
21. In the section entitled "Conduct Respecting Staff" it is not reasonable for individual volunteers to be expected to understand the nature of the

responsibility for staff to employ "political neutrality". While it is certainly important that volunteers treat staff with respect, it is up to staff to identify advice of this nature, not for volunteers to be expected to interpret when this may or may not be the case.

It is also not clear what "undue influence" is when speaking about volunteers' exertions towards staff. The "Commentary" subsection does not make any of this clear but rather introduces more terms that need defining including "normal processes" or "matters of administration". It is not clear how members of Advisory Committees would become acquainted with these processes. Much of the language in this section is missing from the Code of Conduct for members of City Council. Again, it is unclear why there are different standards for members of "local boards" than for members of City Council.

Training

22. In the section entitled "Respectful Workplace", volunteers are required to adhere to policies that they have never seen with respect to "harassment and workplace violence" and training that they have never received with respect to applicable legislation.

It is also not clear if, by virtue of their position as volunteers, who are not remunerated by the City of Hamilton, if this applies only to their interactions during meetings, with City of Hamilton staff, with one another, or through combinations of these things. The obligation for individual members of volunteer Advisory Committees to "ensure that their environment is free from discrimination and harassment" supposes that those individuals have a degree of control over that environment which they do not. It is important to further define these terms.

In addition to these numbered recommendations, we ask that the Integrity Commissioner, or members of staff from the office of the City Clerk, directly engage with all Advisory Committees about this by attending meetings, delivering a summative presentation, and asking for direct feedback.

Background

The Integrity Commissioner, through the office of the City Clerk and the LGBTQ Advisory Committee's (LGBTQAC) Staff Liaison, distributed a draft of the changes it is proposing to the Code of Conduct for Advisory Committees.

The Integrity Commissioner asked for feedback on the draft. This is the only opportunity, and the only form through which, the LGBTQAC will have to provide this feedback.

The Chair of the LGBTQAC was the subject of an investigation by City Council, through its Integrity Commissioner, in 2020. Members of the LGBTQAC, including its Chair, were interviewed as part of that investigation. The Committee made comments, in public, about that process, the Integrity Commissioner's ruling and Recommendation Report, and Council's decision. Some of the recommendations in this Citizen Committee Report reflect those public conversations.

The LGBTQAC had a further public discussion about the draft itself at its November 2021 meeting. The recommendations above also reflect that discussion.

Analysis / Rationale

While we appreciate being asked to respond in this manner, we do not have confidence that most Advisory Committees have received information about how they might, as a Committee, respond collectively through this process.

In fact, there were no written instructions provided outlining how an Advisory Committee, as a body, could provide feedback on this draft Code of Conduct, how an Advisory Committee might be permitted to delegate to the Special General Issues Committee meeting in January, or how, precisely, comments are supposed to be sent to the Integrity Commissioner (e.g. through a Citizen Committee Report or through other means). At present, the only formal tool available for Advisory Committees to communicate externally is through a Citizen Committee Report, which is why we have prepared our comments in this format.

It is the opinion of the LGBTQAC that the recommendations above be considered seriously and not be simply referred to a future training session for further clarification but rather that clarity be infused into the Code of Conduct itself. It is not appropriate to hold members of Advisory Committees accountable, with potential penalties enforced, simply with a promise of future training. Up to this point, the training provided to

Advisory Committees in no way prepares members to adhere to either the current or draft Code of Conduct.

The training provided to Advisory Committees, given the vagueness of the Code of Conduct, would need to be exhaustive and extensive, and likely unreasonable for volunteers to undertake in good faith without significant ongoing support.

It would also potentially limit those eligible for participation as members of Advisory Committees to those applicants who already possess some or all of this training in advance. It is not clear how the City of Hamilton is meant to manage, fund, and deliver such a comprehensive training program to the hundreds of volunteers that make up what are being defined here as "local boards". This does not appear to have been considered as part of the process to prepare this draft.

In any event, a program of training, approved along with this Code of Conduct, is necessary in order for volunteers, City Council, and the public to understand the nature and degree of responsibility required in order to participate as members of Advisory Committees.

In our opinion, it would not be possible to enact this Code of Conduct without exhaustive training and that should be taken into consideration before any part of this Code of Conduct is enacted.



Hamilton

CITIZEN COMMITTEE REPORT

To:	Chair and Members Audit, Finance & Administration Committee
From:	Stephanie Bertolo Status of Women Committee <hr style="width: 20%; margin-left: auto; margin-right: 0;"/> (to be signed by the Chair)
Date:	October 14, 2021
Re:	Renaming the Status of Women Committee and Changes to the Terms of Reference and Mandate

Recommendation:

That the Terms of Reference and Mandate of the Status of Women Committee be amended as follows:

- That the Status of Women Committee be renamed the Women and Gender Equity Committee;
- That the Mandate include the following:
 - The Women and Gender Equity Committee for the City of Hamilton acts as an Advisory Committee on matters pertaining to gender inequities faced by women, trans, and non-binary individuals. It achieves this mandate by providing Council input on matters of municipal concern and evaluating the City on its related efforts
- That the strategic objectives of the Women and Gender Equity Committee include language around trans and non-binary individuals and gender equity, as follows:
 - Define, investigate, study and make recommendations on issues of gender equity of the City of Hamilton and other matters of social or municipal concern including matters referred to this Committee by City Council, staff and City of Hamilton Committees.
 - Inform citizens of the City of Hamilton on issues affecting women, trans, and non-binary individuals.

SUBJECT: Renaming the Status of Women Committee and Changes to the Terms of Reference and Mandate
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- Actively supporting the public participation of women, trans, and non-binary individuals in all aspects of civil life
- Advise citizens of the City of Hamilton of decisions made by City Council which may impact on women, trans, and non-binary individuals including matters of social concern and those referred to City Council by this Committee.

Background:

Since the beginning of the Status of Women Committee's term in 2019, its members have discussed ways in which it could be more inclusive. One area of focus is gender inclusivity for all individuals who are women, trans, and non-binary. The current language describing the Committee only represents women. As such, the Committee recommends Council change its name and mandate to be more inclusive of trans and non-binary individuals. The Committee recommends the name the "Women and Gender Equity Committee." Additionally, the Committee recommends the mandate be modified from "To act as an Advisory Committee on matters pertaining to women and to provide input with respect to matters of municipal concern." to "The Women and Gender Equity Committee for the City of Hamilton acts as an Advisory Committee on matters pertaining to gender inequities faced by women, trans, and non-binary individuals. It achieves this mandate by providing Council input on matters of municipal concern and evaluating the City on its related efforts."

During the March 25, 2021 meeting the Committee passed a motion to recommend Council change the terms of reference to rename the committee. Following this, the Committee passed a motion on **June 24, 2021** to change the Committee's mandate.

Analysis/Rationale:

Renaming the Status of Women Committee and modifying its mandate will demonstrate the gender inclusivity the Committee works to embody and that it is a space welcoming of trans and non-binary voices. The Committee already works to use gender-inclusive language and approach in all meetings and committee activities. However, the name of the committee should best reflect its actions. Approving this name change will also demonstrate Council's commitment to being a more inclusive environment and encourage participation from citizens who are currently underrepresented in the municipal environment.

The name "Women and Gender Equity Committee" more explicitly highlights a commitment to gender equity. It also aligns with the name change of the Status of Women Canada in 2018, which is now known as Women and Gender Equality Canada.

SUBJECT: Renaming the Status of Women Committee and Changes to the Terms of Reference and Mandate
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The modifications to the mandate are more in line with what the Committee aims to achieve, uses more inclusive language, and provides a more detailed explanation of its work.