



**City of Hamilton**  
**PUBLIC HEALTH SUB-COMMITTEE**  
**AGENDA**

**Meeting #:** PHSC 25-004  
**Date:** April 28, 2025  
**Time:** 9:30 a.m.  
**Location:** Council Chambers  
Hamilton City Hall  
71 Main Street West

Matt Gauthier, Legislative Coordinator (905) 546-2424 ext. 6437

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**1. CALL TO ORDER**

**2. CEREMONIAL ACTIVITIES**

**3. APPROVAL OF AGENDA**

(Added Items, if applicable, will be noted with \*)

**4. DECLARATIONS OF INTEREST**

**5. APPROVAL OF MINUTES OF PREVIOUS MEETING**

**5.1 PHSC 25-003**

Public Health Sub-Committee Minutes from the meeting held on March 17, 2025.

**6. DELEGATIONS**

**6.1** Tyler Dhaliwal respecting the Petition to Designate Public Libraries as Safe Drug Consumption Sites

**7. ITEMS FOR INFORMATION**

7.1 CWCL 105-2025

Petition to Designate Public Libraries as Safe Drug Consumption Sites

*This item was added to the agenda at the request of Councillor Kroetsch*

7.2 BOH25010

Hamilton Community Heat Strategy Update 2025 (City Wide)

*This item will be preceded by a staff presentation.*

**8. ITEMS FOR CONSIDERATION**

8.1 BOH25008

Municipal Alcohol Policy Update 2025 (City Wide)

8.2 BOH25009

Participation in the 2025 Association of Local Public Health Agencies (aLPHa) Annual General Meeting and Conference (City Wide)

**9. MOTIONS**

9.1 Embedding Health Equity Methods and Analysis across Hamilton Public Health Reporting

9.2 Mobilizing Hamilton Public Health Knowledge to Maximize Positive Health Impacts

**10. NOTICE OF MOTIONS**

**11. PRIVATE AND CONFIDENTIAL**

**12. ADJOURNMENT**



## PUBLIC HEALTH SUB-COMMITTEE MINUTES PHSC 25-003

9:30 a.m.

**Monday, March 17, 2025**

Council Chambers (Hybrid)

71 Main Street West, Hamilton, Ontario

**Present:** Councillors C. Cassar, T. Hwang, C. Kroetsch (Chair),  
N. Nann (Virtual), M. Tadeson and A. Wilson (Virtual)  
A. Cheung, D. Danko, A. Joseph, and C. Kirkby

**Absent with  
Regrets:** S. Adjekum and K. Johnson (Vice-Chair)

### 1. CALL TO ORDER

Committee Chair Kroetsch called the meeting to order at 9:30 a.m.

### 2. CEREMONIAL ACTIVITIES

There were no Ceremonial Activities.

### 3. APPROVAL OF THE AGENDA

**(Hwang/Kirkby)**

That the agenda for the March 17, 2025, Public Health Sub-Committee be approved, as **amended**, by reordering the agenda so that Item 9.1 respecting Public Health Impacts of Black Soot Residue in the Lower City is considered following Item 6, Delegations.

**CARRIED**

### 4. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

### 5. APPROVAL OF MINUTES OF PREVIOUS MEETING

#### 5.1 PHSC 25-002

Public Health Sub-Committee Minutes of the meeting held on February 24, 2025.

**(Cassar/Hwang)**

That the Minutes of the February 24, 2025, meeting of the Public Health Sub-Committee be adopted, as presented.

**CARRIED**

**6. DELEGATIONS**

**6.1 Delegations respecting Item 9.1, Public Health Impacts of Black Soot Residue in the Lower City**

The following delegate was not present when called upon by the Chair:

- (a) Audrea Di (Virtual)

The following delegates addressed the Committee respecting Item 9.1, Public Health Impacts of Black Soot Residue in the Lower City:

- (b) Alex McGillivray (In-Person)
- (c) Nick Kewin (In-Person)

**(Hwang/Nann)**

That the following delegations respecting Item 9.1, Public Health Impacts of Black Soot Residue in the Lower City, be received:

- (b) Alex McGillivray (In-Person)
- (c) Nick Kewin (In-Person)

**CARRIED**

**9. MOTIONS**

**9.1 Public Health Impacts of Black Soot Residue in the Lower City**

**(Hwang/Nann)**

WHEREAS, Wards 3 and 4 residents have raised concerns about their mental and physiological health due to black soot residue deposits on their residential properties; and on city properties, facilities and assets such as local parks and play structures;

WHEREAS, children and pets are coming in contact with this black soot residue when playing outside, putting them at risk of exposure through inhalation, absorption, and ingestion, and acting as vectors by inadvertently bringing the residue indoors;

WHEREAS, the black soot residue is affecting residents' enjoyment of their properties because they must clean their outdoor furniture before every use, keep their windows closed at all times to prevent the residue from entering their homes, and clean indoor surfaces like carpets, window sills and counters when the residue gets inside;

WHEREAS, the black soot residue is affecting residents' enjoyment of City properties and assets;

WHEREAS, the residents of Hamilton reported the black soot residue to the environmental pollution regulator (Ministry of Environment, Conservation and Parks (MECP)), who in turn, in some cases, took samples of the residue and tested these;

WHEREAS, Wards 3 and 4 are receiving an increasing number of complaints, therefore referring an increasing number of complaints to MECP, but with no improvement to quality of life for residents nor indication from MECP that they are addressing the issue, and this gap in MECP's response to the issue is why we need Public Health to intervene;

WHEREAS, soot is usually black carbon. It is a component of fine particulate air pollution (PM<sub>2.5</sub>). It comes from the incomplete combustion of wood and fossil fuels (a process that also creates carbon dioxide (CO<sub>2</sub>), carbon monoxide (CO), and volatile organic compounds). Black carbon warms the atmosphere because it is very good at absorbing light. It warms the air and surfaces in regions where it is concentrated and can cause weather patterns and ecosystem cycles to change. Even though black carbon can stay in the atmosphere from days to weeks, it has significant direct and indirect impacts on the climate, snow and ice, agriculture, and human health;

WHEREAS, according to Health Canada, fine particulate matter is associated with negative health outcomes, including eye, nose, throat and lung irritation, decreased lung function, and aggravated lung and heart conditions, and according to a 2024 study of airborne nanoparticles in Toronto and Montreal by Marshall Lloyd et al., "long-term exposure to outdoor ultrafine particles was associated with increased risk of mortality";

WHEREAS, the City of Hamilton has no regulatory authority over pollution but does have a public health responsibility; and

WHEREAS, investigating and addressing, within municipal jurisdiction, the health impacts of this black soot residue aligns with this Term of Council's priority 2 of "Safe and Thriving Neighbourhoods," including vibrant parks, recreation, and public spaces.

THEREFORE, BE IT RESOLVED:

- (a) That Public Health Services' staff be directed to work with a third-party vendor to develop a feasibility study with options to perform particulate matter (black soot) residue sampling and testing in Wards 2, 3 and 4 in the city of Hamilton, and report back to the Public Health Sub-Committee in Q2 2025;

- (b) That all costs associated with the development of the feasibility study outlined in recommendation (a), be funded equally from the Ward 3 Capital Discretionary Account #3302309300 (\$5,000) and the Ward 4 Capital Discretionary Account #3302309400 (\$5,000); at an upset limit, including contingency, not to exceed \$10,000; and
- (c) That the Director, Healthy Environments Division, Public Health Services, or designate, 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.

**(Nann/Joseph)**

- (a) That subsection (a) and (b) ***be amended*** to read as follows:
  - (a) That Public Health Services' staff be directed to work with a third-party vendor to develop a feasibility study with options to perform particulate matter (black soot) residue sampling and testing in Wards **2**, 3 and 4 in the city of Hamilton, ***including recommendations for a community engagement strategy to assess lived impacts and inform the development of a response plan***, and report back to the Public Health Sub-Committee in Q2 2025;
  - (b) That all costs associated with the development of the feasibility study outlined in recommendation (a), be funded equally from the ***Ward 2 Capital Discretionary Account #3302309200 (\$5,000)***, Ward 3 Capital Discretionary Account #3302309300 (\$5,000) and the Ward 4 Capital Discretionary Account #3302309400 (\$5,000); at an upset limit, including contingency, not to exceed ~~\$10,000~~ ***\$15,000***; and

**CARRIED**

The Main Motion, ***As Amended***, reads as follows:

- (a) That Public Health Services' staff be directed to work with a third-party vendor to develop a feasibility study with options to perform particulate matter (black soot) residue sampling and testing in Wards **2**, 3 and 4 in the city of Hamilton, ***including recommendations for a community engagement strategy to assess lived impacts and inform the development of a response plan***, and report back to the Public Health Sub-Committee in Q2 2025;
- (b) That all costs associated with the development of the feasibility study outlined in recommendation (a), be funded equally from the ***Ward 2 Capital Discretionary Account #3302309200 (\$5,000)***, Ward 3 Capital Discretionary Account #3302309300 (\$5,000) and

the Ward 4 Capital Discretionary Account #3302309400 (\$5,000); at an upset limit, including contingency, not to exceed ~~\$10,000~~ **\$15,000**; and

- (c) That the Director, Healthy Environments Division, Public Health Services, or designate, 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.

***Main Motion as Amended, CARRIED***

**9.1(a) Correspondence respecting Item 9.1, Public Health Impacts of Black Soot Residue in the Lower City**

**(Hwang/Nann)**

That the following Correspondence respecting Item 9.1, Public Health Impacts of Black Soot Residue in the Lower City, be received:

- (a) Stephanie Forrester
- (b) Audrea DiJulio
- (c) Dana Stevenson

**CARRIED**

**7. ITEMS FOR INFORMATION**

**7.1 Public Health Sub-Committee Code of Conduct Orientation**

David Boghosian, Integrity Commissioner, addressed Committee respecting the Public Health Sub-Committee Code of Conduct Orientation, with the aid of a PowerPoint presentation.

**(Hwang/Kirkby)**

That the presentation from David Boghosian, Integrity Commissioner, respecting the Public Health Sub-Committee Code of Conduct Orientation, be received.

**CARRIED**

**8. ITEMS FOR CONSIDERATION**

There were no Items for Consideration.

**10. NOTICE OF MOTIONS**

There were no Notice of Motions.

**11. PRIVATE & CONFIDENTIAL**

There were no Private & Confidential Items.

**12. ADJOURNMENT**

There being no further business, the Public Health Sub-Committee was adjourned at 11:34 a.m.

Respectfully submitted,

Matt Gauthier  
Legislative Coordinator  
Office of the City Clerk

Councillor Cameron Kroetsch  
Chair  
Public Health Sub-Committee



**From:** City of Hamilton <[hello@hamilton.ca](mailto:hello@hamilton.ca)>

**Sent:** March 27, 2025 3:33 PM

**To:** [clerk@hamilton.ca](mailto:clerk@hamilton.ca)

**Subject:** Webform submission from: Request to Speak to a Committee of Council

Submitted on Thu, 03/27/2025 - 15:33

Submitted by: Anonymous

Submitted values are:

## Committee Requested

Committee

Emergency & Community Services Committee

Will you be delegating in-person or virtually?

In-person

Will you be delegating via a pre-recorded video?

No

## Requestor Information

Requestor Information

Tyler Dhaliwal



Preferred Pronoun

he/him

Reason(s) for delegation request

To address a petition submitted March 27th concerning the designation of public libraries - namely Central, Barton, and Red Hill - as safe drug consumption sites. I've written a letter that, should this request be granted, will suffice in contextualizing this matter. There are also a couple of potential questions I'd like to be present to field so as to

Will you be requesting funds from the City?

No

Will you be submitting a formal presentation?

No

**Petition to Designate Public Libraries as Safe Drug Consumption Sites**

To the City Council of Hamilton, ON,

Whereas:

- Addicts don't use where you want them to, rather where they'd like to enjoy their high
- In the past 6 years, ONE THOUSAND and TWENTY-NINE people in Hamilton have succumbed to opioid - just opioid - induced overdoses
- Ten Safe Drug Consumption Sites (SDCS) are slated to close by March 31st, 2025 - two of which are in Hamilton
- The SDCS model, as implemented by the Ford government, was set-up to fail since these facilities were planned, before controversy arose, to operate unabashedly within 200 meters of schools and childcare facilities
- Opioid-related - just opioid - overdoses in Hamilton, particularly in Ward Two, where many wants and needs of addicts are serviced, have been at epidemic-esque proportions since 2018; approximately SEVEN HUNDRED and SEVENTY-FIVE people overdosed in 2024.
- Libraries, particularly Central given its proximity to the Salvation Army's men's Homeless Shelter, Jackson Square, the downtown core as a whole really, are subject to rampant substance abuse affecting not only those who use but also those nearby who don't
- Central library, inclusive of its adjacent - above-mentioned - surroundings comprises the second largest hotspot for opioid - just opioid - related overdose activity from January 2017 to February 18th, 2025; 45.9% of overdoses in said time period occurred in Ward Two

We, the undersigned citizens of Hamilton, ON, call upon City Council to designate public libraries, particularly those in proximity to services frequented by the homeless, as SDCSs by:

- Reallocating resources, including trained personnel, from SDCSs slated to close to select libraries
- Erecting a rudimentary structure approximately 20ft by 15ft by 10ft near such libraries of specifications tiered towards curtailing indoor substance use such as:
  - A couple of tamper-proof heating elements, similar to those used at GO Bus stops where they only activate when the temperature dips below zero degrees Celsius
  - Being fully enclosed aside from the lack of a door, so as to prevent people from locking themselves in or others out; the facility shall be closed, when the adjacent facilities do, by using a 'portable' blockade of the sorts
  - No cameras! Such sites are to be monitored by SDCS workers or other relatively trained professionals
- Increasing the availability of social services AT the libraries and giving them spaces to host meetings in private

NAME	ADDRESS (POSTAL CODE)	E-MAIL/PHONE NUMBER
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**This petition contains 115 signatures  
A copy of the petition is available for  
viewing in the Office of the City Clerk**



Hamilton

# HAMILTON COMMUNITY HEAT STRATEGY UPDATE

Public Health Sub-Committee

April 28, 2025

# Heat Strategy Action Areas

1. Education and Outreach (e.g., distribution of cool kits, focus groups, promotional items)
2. Heat Warning Notifications
3. Cool Places (e.g., recreation centres, indoor & outdoor pools, MSCs, libraries)
4. Cooling and Energy Efficiency Support (e.g., subsidies, advocacy, development of local by-law)
5. Vegetation Cover Expansion and Maintenance (e.g., tree planting)

# Heat Strategy Action Areas (continued)

6. Wellness Check-ins

7. Shade Structures

8. Heat-related Illness Population Health Surveillance (e.g., near real-time emergency room data, paramedic call data)

9. Misting Stations

10. Transportation (e.g., free and/or discounted transportation during heat warnings and extended heat warnings to cool places)

# Innovative Mapping Tools

Ward Boundaries

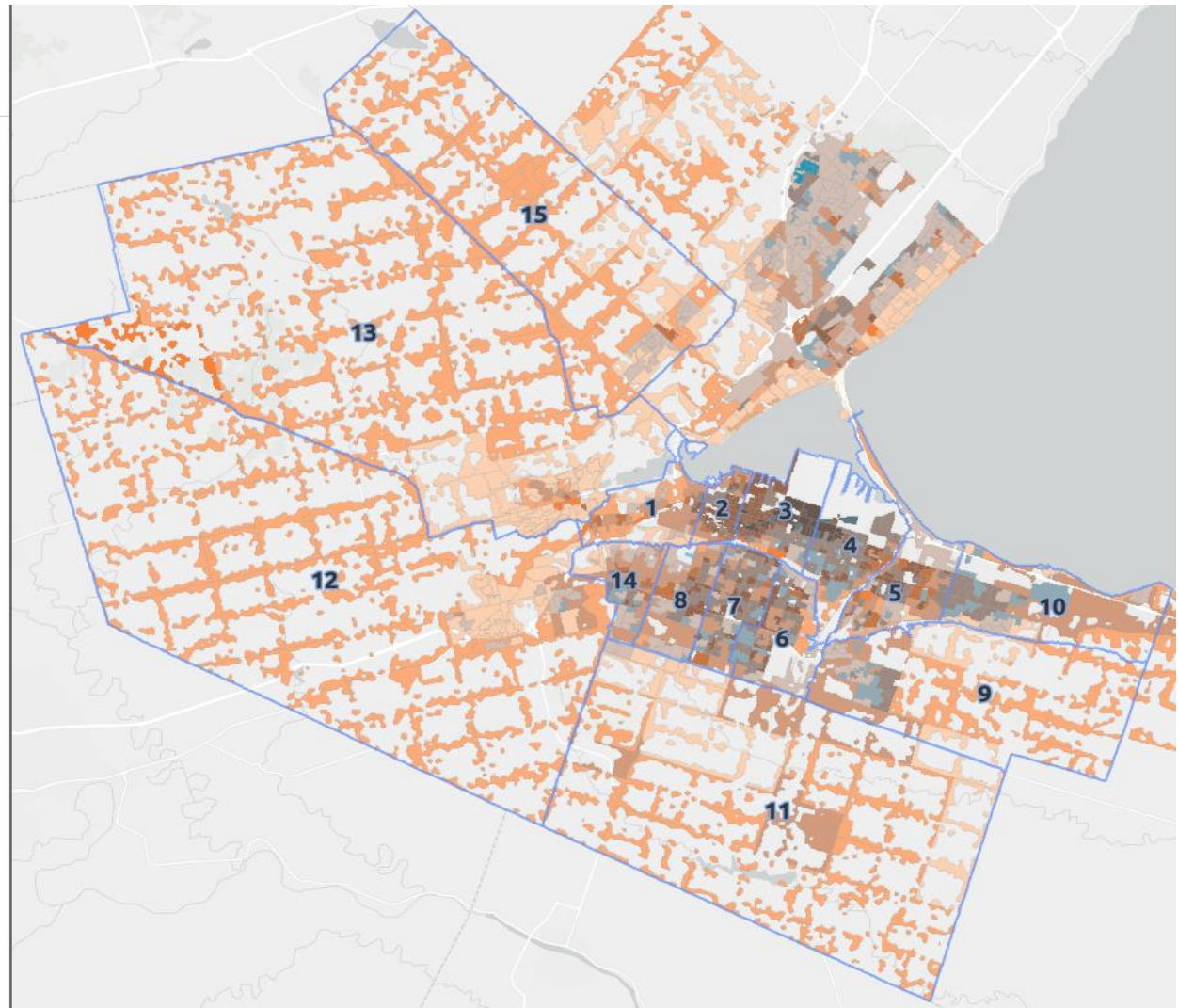
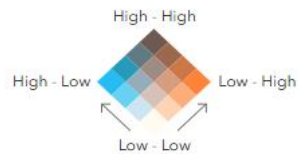


Heat Index - Vulnerability and Exposure Index

Relationship

↖ Exposure Index

↗ Vulnerability Index



Source: Université Laval. (2024). Mapping the vulnerability and Exposure to Extreme Heat Waves of Populations Living in Housing in Canadian Communities.

<https://vaguesdechaleur.ffgg.ulaval.ca/en/>

The map displays the 10th Congressional District of Michigan, with precincts colored by 2012 election results. The district is outlined in black. The colors used are blue (Obama), red (Romney), and green (unreported). The precinct numbers are as follows:

- Precinct 1: Red
- Precinct 2: Red
- Precinct 3: Red
- Precinct 4: Red
- Precinct 5: Green
- Precinct 6: Green
- Precinct 7: Red
- Precinct 8: Red
- Precinct 9: Red
- Precinct 10: Red
- Precinct 11: Red
- Precinct 12: Red
- Precinct 13: Blue
- Precinct 14: Blue
- Precinct 15: Blue
- Precinct 16: Blue
- Precinct 17: Blue
- Precinct 18: Red
- Precinct 19: Red
- Precinct 20: Red
- Precinct 21: Red
- Precinct 22: Red
- Precinct 23: Red
- Precinct 24: Red
- Precinct 25: Red
- Precinct 26: Red
- Precinct 27: Red
- Precinct 28: Blue
- Precinct 29: Red
- Precinct 30: Red
- Precinct 31: Red
- Precinct 32: Red
- Precinct 33: Red
- Precinct 34: Red
- Precinct 35: Red
- Precinct 36: Red
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- Precinct 99: Red
- Precinct 100: Red



Hamilton

# Action #3: Cool Places

Cool Place Locations

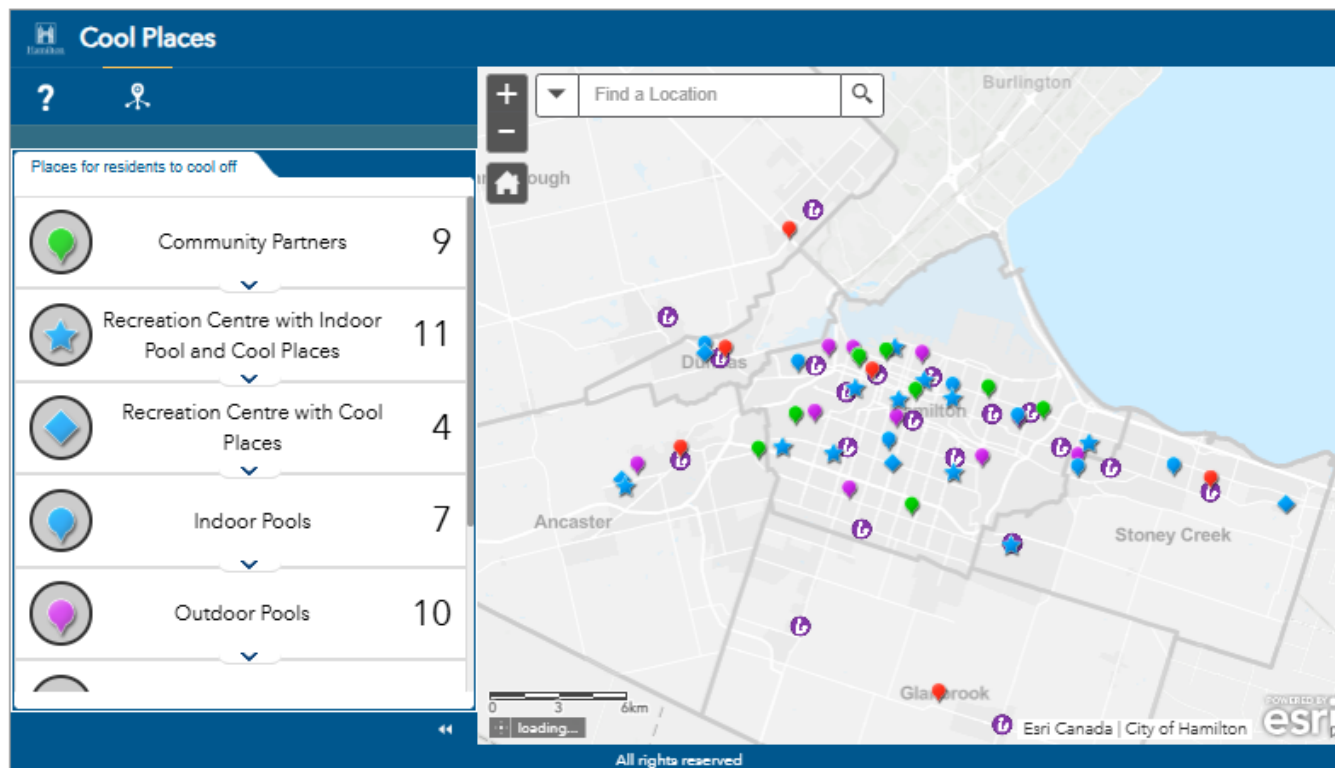
During a Heat Warning

During an Extended Heat Warning

Reducing Your Risk

## Cool Places Map

The City of Hamilton and participating community agencies are responding to the heat by offering “cool places” to go during all stages of a heat event. These locations can be identified by a “Cool Down Here” sign at the entrance. [View map in new window ↗](#)

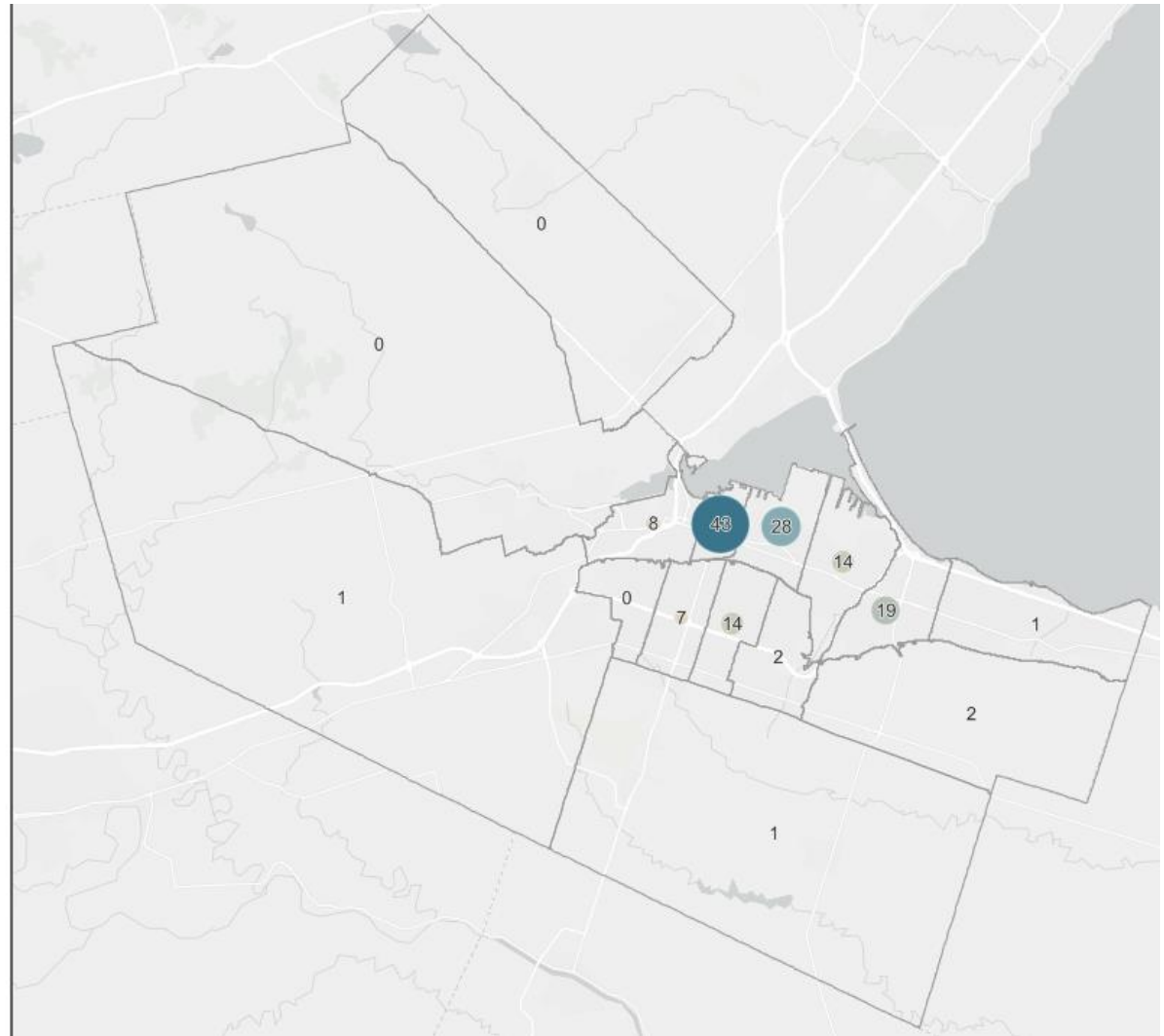




## Action #4: Cooling and Energy Efficiency Support



TOTAL





Hamilton

THANK YOU



## City of Hamilton Report for Information

<b>To:</b>	Chair and Members Public Health Sub-Committee
<b>Date:</b>	April 28, 2025
<b>Report No:</b>	BOH25010
<b>Subject/Title:</b>	Hamilton Community Heat Strategy Update 2025
<b>Ward(s) Affected:</b>	(City Wide)

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### Recommendations

- 1) That Report BOH25010 respecting the Hamilton Community Heat Strategy Update 2025 **BE RECEIVED** for information.

### Key Facts

- The purpose of this report is to provide an update on the ten action items outlined in the Hamilton Community Heat Response Strategy approved by City Council April 29, 2024.

### Financial Considerations

Not Applicable.

### Background

At the May 1, 2023 Public Health Committee meeting, Public Health Services indicated it would bring more information regarding a Community Heat Response Strategy for 2024-2027 to the Public Health Committee in Q1 2024 (see Public Health Committee Report BOH23019).

Accordingly, the Community Heat Response Strategy (see Appendix “A” to Report BOH24010) consisting of ten actions was brought forward on April 29, 2024 and approved by City Council, building on the City’s annual Heat Response Plan (see Appendix “B” to Report BOH24010).

## Analysis

The City of Hamilton's 2021 Climate Science Report<sup>1</sup> predicts that the number of consecutive days that the temperature rises above 30°C will increase and that heat waves, defined as three days or more where the temperature is over 30°C or 40 on the humidex scale, will be more frequent, as well as temperatures over 35°C. Furthermore, research has identified increases in temperature-related deaths with future climate change impacts in Canada along with the need for urgent action.<sup>2</sup>

In 2021, the province of British Columbia reported 619 heat-related deaths due to exposure to extreme heat as a result of the western North American heat dome.<sup>3</sup> Reporting from British Columbia identified that 98% of the heat-related deaths occurred indoors. Additionally, heat-related deaths were higher among older adults over 65 years of age, individuals with chronic health conditions, living in lower socioeconomic status multi-unit dwellings that did not have working air conditioning units.<sup>4</sup> Similarly, these population characteristics are included in Health Canada's list of at-risk groups for extreme heat events.<sup>5</sup>

The above information highlights the importance of targeted heat-related interventions to protect heat-vulnerable populations in the city of Hamilton. Innovative electronic tools exist that combine built environment datasets (e.g., temperature, vegetation, proximity to a body of water, etc.) from different sources with demographic data (e.g., age, income, type of dwelling, etc.) from the 2021 Canadian Census. This enables geographic analysis of the vulnerability of communities living in Canada's major urban centres including Hamilton.<sup>6,7</sup>

With information from innovative mapping tools, the City of Hamilton can be better prepared to respond to extreme heat events and protect heat-vulnerable populations. The Université Laval's interactive mapping application was used to provide information about the geographic distribution of the vulnerability and exposure of Hamilton's

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<sup>1</sup> City of Hamilton Climate Science Report.

<https://www.hamilton.ca/sites/default/files/2022-10/climate-change-impactadaptationplan-science-report.pdf>

<sup>2</sup> Hebbert et al., 2023. Future temperature-related excess mortality under climate change and population aging scenarios in Canada. *Canadian Journal of Public Health*.

114:726–736. <https://link.springer.com/article/10.17269/s41997-023-00782-5>

<sup>3</sup> BC Coroners Service. (2022). Extreme heat and human mortality: A review of heat-related deaths in B.C. in Summer 2022. <https://www2.gov.bc.ca/assets/gov/birth-adoption-death-marriage-and-divorce/deaths/coroners-service/death-review-panel/extreme-heat-death-review-panel-report.pdf>

<sup>4</sup> Lee, M. J., McLean, K. E., Kuo, M., Richardson, G. R. A., & Henderson, S.B. (2023). Chronic diseases associated with mortality in British Columbia, Canada during the 2021 western North America extreme heat event. *GeoHealth*, 7, e2022GH000729. <https://doi.org/10.1029/2022GH000729>

<sup>5</sup> Health Canada. 2024. Extreme heat events: Health risks and who is at risk of extreme heat events. <https://www.canada.ca/en/health-canada/services/climate-change-health/extreme-heat/who-is-at-risk.html>

<sup>6</sup> Université Laval. (2023). Mapping the vulnerability and Exposure to Extreme Heat Waves of Populations Living in Housing in Canadian Communities. <https://vaguesdechaleur.ffgg.ulaval.ca/en/>

<sup>7</sup> Dalla Lana School of Public Health, CANUE, University of Toronto. (2023). HealthyDesign.City. Health Plan. <https://healthyplan.city/en>

population to extreme heat events. City of Hamilton Wards 2, 3 and 4 were identified as being most impacted with areas of highest vulnerability and highest heat exposure.<sup>6</sup>

Activities conducted in 2024 pertaining to each of the ten action items from the Community Heat Response Strategy are described in further detail below and outlined in Appendix “A” to Report BOH25010.

### **Action #1: Education and Outreach**

Education and outreach pertaining to extreme heat as a public health hazard are public health initiatives already in practice as a requirement per the Ontario Public Health Standards (2021).<sup>8</sup>

With a focus on heat-vulnerable populations including older adults age 65 years and older, heat education and outreach was done at the Seniors Kick Off event held on June 10, 2024 at Michelangelo's Events and Conference Centre located at 1555 Upper Ottawa Street in Hamilton.<sup>9</sup> Likewise, Public Health Services' staff attended the International Day of Older Person's Event emphasizing Healthy Aging & A Greener Future: Helping Older Adults Stay Well In A Changing Climate held on October 1, 2024 at Sackville Hill Seniors Centre located at 780 Upper Wentworth Street in Hamilton.<sup>10</sup>

Additionally, throughout the summer of 2024, Public Health Services worked with members of the Extreme Heat Working Group to distribute cooling items to educate and encourage individual heat adaptive behaviours. In 2024, 748 cool kits were distributed to both housed and unhoused individuals and a total of 1643 promotional items were distributed in Hamilton. Cool kit bins for housed individuals included an ice pack, cooling towel, cooling necktie, magnet, indoor air thermometer, and information on the health impacts of extreme heat. Cool kits for unhoused individuals included a hat, sunglasses, sunscreen, reusable water bottle and a list of cool places and locations where water bottles can be refilled across the city of Hamilton.

In June and July of 2024, we held 13 focus groups with a total of 133 community members and shared information about the hazards of extreme heat exposure along with protective measures to decrease the potential of heat-related illness. Additionally, via a semi-structured interview guide, we engaged with the community members to hear their experiences including barriers and facilitators to cooling access during extreme heat events in Hamilton.

Via focus group education and outreach, 98% (130/133) of participants identified as being a city of Hamilton resident with 71% (94/133) living in the lower city including

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<sup>8</sup> Ontario. Ministry of Health. Ontario public health standards: requirements for programs, services, and accountability. (2021).

<https://web.archive.org/web/20240711054442/https://files.ontario.ca/moh-ontario-public-health-standards-en-2021.pdf>

<sup>9</sup> Hamilton Council on Aging. (2024). Seniors Month Calendar and Events. Seniors Kick Off Event. <https://coahamilton.ca/wp-content/uploads/2024/06/2024-Hamilton-Seniors-Month-COE-print.pdf>

<sup>10</sup> City of Hamilton. (2024). October 1st Celebrating United Nation's International Day of Older Persons and the 2024 Theme in Hamilton Seniors' for Climate Change. <https://pub-hamilton.escribemeetings.com/Meeting.aspx?Id=e501d014-8232-4beb-be46-3c548c516bfb&Agenda=Merged&lang=English&Item=45&Tab=attachments>

Wards 2, 3, and 4. Sixty eight percent (91/133) identified as being older adults  $\geq 65$  years of age. Moreover, 61% (81/133) indicated that they lived in an apartment with 64% (85/133) identifying rental housing. Half of all respondents (67/133) indicated that their household income was \$ 29 K annually or less while just under half 47% (63/133) indicated that they are living with a chronic illness. The majority of 92% (122/133) indicated that they have access to cooling during extreme heat events with 80% (106/133) having access to air conditioning in their own home which is lower than the 89% reported by Statistics Canada for 2021.<sup>11</sup> During extreme heat events, 20% (27/133) indicated that they accessed air conditioning in City of Hamilton operated cool places (libraries, recreation centres) while 21% (28/133) accessed cooling at City-operated swimming pools.

Focus group discussion identified various barriers to cooling access during extreme heat events such as cost (i.e. purchase, operation and maintenance of air conditioning units) and mobility restrictions, while the facilitators to cooling access included financial and cooling infrastructure supports for urban pedestrian travel (i.e. decreased exposure to uncomfortable/elevated air temperatures while walking/moving in Hamilton's urban areas).

Education and outreach activities are planned to continue in 2025.

### **Action #2: Heat Warning Notification**

In Ontario, local Public Health Units such as Toronto, Ottawa, Windsor-Essex County and the City of Hamilton implement a Harmonized Heat Warning and Information System to address extreme heat events in a more consistent manner that outlines roles, responsibilities, triggers for issuing the heat warning along with the communication messaging to accompany each warning level.<sup>12</sup>

This action already in practice, focuses on heat notifications issued by the City of Hamilton Public Health Services informing the public of heat warnings and extended heat warnings with recommended health protective measures to be implemented. In 2024, four heat warnings were issued with a total of 12 heat event days.

Heat warning notifications are planned to continue in 2025.

### **Action #3: Cool Places**

Ontario Public Health Units such as the City of Hamilton Public Health Services rely on the local municipality and its various departments including recreation centres, libraries, and community partners comprised of smaller local service organizations to operate cool places, public swimming pools and provide drinking water accessible to the public with specific focus on heat-vulnerable populations.<sup>12</sup>

This action already in practice in Hamilton includes: nine Community Partners, 11 Recreation Centres with Indoor Pools and "Cool Places", four standalone Recreation

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<sup>11</sup> Statistics Canada. (2023). Table 38-10-0019-01 Air conditioners.  
<https://doi.org/10.25318/3810001901-eng>

<sup>12</sup> Ministry of Health. (2023). Harmonized Heat Warning and Information System for Ontario.  
<https://files.ontario.ca/moh-harmonized-heat-warning-and-information-system-for-ontario-hwis-en-2023-05-29.pdf>

Centres designated as “Cool Places”, seven Indoor Pools, 10 Outdoor Pools, 71 Spray Pads, five Wading Pools, six Municipal Service Centres, and 23 Libraries covering all wards in the City of Hamilton with concentration on City Wards identified as having highest vulnerability and highest heat exposure.

During heat warnings and extended heat warnings, all regularly scheduled Open Swims are free to the public at all indoor and outdoor pools. In 2024, there were 24,431 free swim admissions recorded across the city over the four heat events.

The same approach for the operation of cool places is planned for 2025.

#### **Action #4: Cooling and Energy Efficiency Support**

As research has identified household air conditioning as being one of the most effective cooling strategies to protect population health from heat-related morbidity and mortality<sup>13,14,15</sup> and findings from the British Columbia heat dome event identified lack of indoor air conditioning as a contributor to heat-related deaths in 2021,<sup>3</sup> this action focuses on the following four initiatives:

- a) Subsidies, zero-interest loans and/or rebates for improving energy efficiency in homes or buildings. In 2024, the City of Hamilton’s Office of Climate Change Initiatives piloted the Better Homes Hamilton Project, with applications being accepted from December 2023 to February 2024 with 50 homeowners selected to participate in the zero-interest loan program.<sup>16</sup>

The pilot program includes homeowners from every Ward across the City of Hamilton. A mix of representative housing archetypes were selected to be part of the pilot. Consideration was also given to ensuring that participants were selected from neighbourhoods with higher levels of energy poverty. The energy poverty mapping available on the Canadian Urban Sustainability Practitioners website was used to identify these areas of Hamilton.<sup>17</sup>

For 2025, the Office of Climate Change Initiatives is planning to continue to provide support to project participants. A progress update on the pilot will be provided by Office of Climate Change Initiatives to City Council in Q3 2025. Exploratory work is also underway to determine how best to scale-up residential retrofit efforts in Hamilton.

<sup>13</sup> Ostro, B., Rauch, S., Green, R., Malig, B., Basu, R. (2010). The effect of temperature and use of air conditioning on hospitalizations. *American Journal of Epidemiology*. 172(9), 1053-61. 10.1093/aje/kwq231

<sup>14</sup> Sera, F., Hashizume, M., Honda, Y., Lavigne, E., Schwartz, J., Zanobetti, A., et al. (2020). Air conditioning and heat-related mortality: A multi-country longitudinal study. *Epidemiology*. 31(6), 779-87. 10.1097/EDE.0000000000001241

<sup>15</sup> Quick, M. and Tjepkema, M. Statistics Canada. (2023). The prevalence of household air conditioning in Canada. <https://www.doi.org/10.25318/82003x202300700002eng>

<sup>16</sup> City of Hamilton, Office of Climate Change Initiatives. (2024). Better Homes Hamilton Program. <https://www.hamilton.ca/home-neighbourhood/environmental-stewardship/environmental-plans-strategies/hamiltons-climate-2>

<sup>17</sup> Canadian Urban Sustainability Practitioners.(2019). The Many Faces of Energy Poverty in Canada. <https://energypoverty.ca/>



- b) Advocacy to upper levels of government to provide affordable and accessible cooling (e.g. application for an air conditioner) for at-risk individuals who qualify (e.g., based on income status and/or a prescribed medical need). The City of Hamilton's Office of Government Relations and Strategy can support interdepartmental efforts, beginning in 2025, to advocate to higher levels of government for the provision of affordable and accessible cooling solutions, such as air conditioner supports, for at-risk individuals who meet specific eligibility criteria, including income status and/or a documented medical condition.
- c) Development of a draft "Adequate Temperature By-Law" which Licensing and By-Law Services Division within Planning and Economic Development Department has been working on since 2024 with further work to be determined in 2025.
- d) The Special Supports program in the Ontario Works Division of the Healthy and Safe Communities Department administers a variety of health-related benefits, including an air conditioner benefit for Social Assistance recipients that is funded by the Ministry of Children, Community and Social Services. This benefit is a one-time discretionary benefit, issued to recipients of Ontario Works and the Ontario Disability Support Program who live independently within the community. The intent of the benefit is to assist eligible individuals who have a severe medical condition and where, without an air-conditioner, the symptoms of the medical condition are likely to deteriorate, increase, become episodic or cause hospitalization. The air conditioner benefit does not specifically cover additional expenses such as hydro, installation and storage.

In 2024, Council approved the expansion of this health-related benefit to low-income residents through funding from the Climate Change Reserve. Eligible applicants in the City of Hamilton receive a one-time, \$350 financial subsidy benefit per household to purchase an air conditioner for cooling an area within their residence. Individuals must complete an application, meet Statistics Canada's Low-Income Measure threshold and provide medical documentation of a severe medical condition. The documentation must confirm that, without an air conditioner, the symptoms of the condition are likely to worsen, become episodic, or result in hospitalization.<sup>18</sup>

In 2024, approved air conditioner subsidies for Social Assistance clients increased, with 133 eligible households receiving support, representing a 129% increase from 2023. In contrast, seven low-income households qualified through the expanded low-income criteria.

Starting May 1, 2025, the air-conditioner benefit will continue to be available to low-income household residents with a severe medical condition. Ontario Works is able to fund the expanded eligibility through the existing provincial funding and approved City levy funding to support other low-income benefits. Low-income

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<sup>18</sup> City of Hamilton. (2024). Special Supports Program. <https://www.hamilton.ca/people-programs/financial-stability-supports/support-programs/special-supports-program#how-to-apply>



approvals will be provided to an upside limit of 50 households annually on a first come, first serve basis from May 1, 2025 to September 30, 2025.<sup>19</sup>

### **Action #5: Vegetation Cover Expansion and Maintenance**

Increased summer temperature and its impacts may be most detrimental in built-up urban cores such as Hamilton's downtown<sup>1</sup> which is consistent with areas in Hamilton identified as having the highest heat exposure.<sup>6</sup> Contributors to the urban heat island effect include the presence of many impermeable surfaces to absorb and trap summer heat.

This action which focuses on reducing artificial surfaces, through increasing vegetation in parking areas, alleyways, streets, and other infrastructure is already in practice.

In 2024, Public Works contributed 17,769 trees to the City's tree canopy:

- 6775 trees with the Community Planting Program;
- 500 trees in partnership with Niagara Peninsula Conservation Authority as Community Planting;
- 5003 native trees given away to Hamilton residents to plant on their private property; and,
- 5491 trees through the Street Tree Planting Program with the following number in each ward:
  - Ward 1 – 279 trees;
  - Ward 2 – 102 trees;
  - Ward 3 – 109 trees;
  - Ward 4 – 187 trees;
  - Ward 5 – 189 trees;
  - Ward 6 – 253 trees;
  - Ward 7 – 308 trees;
  - Ward 8 – 185 trees;
  - Ward 9 – 974 trees;
  - Ward 10 – 578 trees;
  - Ward 11 – 531 trees;
  - Ward 12 – 731 trees;
  - Ward 13 – 87 trees;
  - Ward 14 – 72 trees; and,
  - Ward 15 – 906 trees.

Six different sites were hosted across 18 events and six different City Wards including: Chedoke planting in Ward 1, Kenilworth Access Parkette in Ward 4, Windermere Basin Park in Ward 5, Pritchard Trail in Ward 6, 167 Candlewood Drive Stormwater Pond in Ward 9, HSR planting in Ward 11; 30 participants for Truth and Reconciliation event with Niwasa Kendaaswin Teg (non-profit Indigenous Youth Organization) that were Indigenous youth and their families; 155 youth from Strathcona and Lawfield School.

<sup>19</sup> City of Hamilton Communication Update. (2025). Special Supports Air Conditioner Subsidy Expansion to Low Income Households. <https://www.hamilton.ca/sites/default/files/2025-02/comm-update-HSC-special-supports-ac-subsidy-low-income-feb2025.pdf>

Additionally, Public Works partnered with Niagara Peninsula Conservation Authority to plant 500 trees through community planting in Ward 11 and conducted two de-pave projects converting 958.76 square meters to soft surface.

Public Works is planning the same approach for 2025.

Further, the Office of Climate Change Initiatives continued during 2024 to administer funding to Green Venture to undertake de-paving projects in Ward 3. The Office of Climate Change Initiatives also established and continues to lead an internal Green Infrastructure Working Group, with staff representatives from across a number of relevant departments and divisions. This Working Group initiated an effort in 2024 to pursue an innovative signature green infrastructure project, using a \$350 K Climate Change Reserve allocation, with a vision to leverage that funding to access external funding sources for the project. The aim is to locate a project in an area that would benefit from additional greening and more green infrastructure for stormwater management.

For 2025, the Office of Climate Change Initiatives plans to continue, through the Green Infrastructure Working Group to move forward with a signature green infrastructure project. Part of this effort is about determining how City departments and divisions need to work together to make these projects happen. Plans are in place in 2025 to pursue external funding applications to support this effort.

#### **Action #6: Wellness Check-ins**

As regular check-ins on heat-vulnerable populations including older adults >65 years of age and those with pre-existing health conditions have been identified as a practical intervention to reduce adverse health impacts from extreme heat<sup>20</sup> this action focuses on leveraging emergency and community services to assist at-risk populations during heat events to provide welfare calls/check-ins which was a new initiative for 2024.

In 2024, the Mobile Integrated Health Program provided by Hamilton Paramedics Services increased outreach and wellness checks to vulnerable older adults enrolled in the Mobile Integrated Health Program during periods of extreme heat.

For 2025, Hamilton Paramedics Services is planning the same approach undertaken in 2024 but with the exploration of a special designated team for heat warning days.

Moreover, during in 2024, in their standard programming and service delivery, the Housing Focused Street Outreach Team had an average of ten workers out each day. This equated to four to five different teams out each day between the hours of 8am-8pm. During the heat events, the various teams visited an average of 21 sites per day. During these events, the team had an average of 163 non-unique interactions each day, about 90-100 of which were goods distributed (e.g. water bottles and heat-related supplies). Additionally, the team also provided items like water bottles and heat-event

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<sup>20</sup> Eyquem, J. L, and B. Feltmate. 2022. Irreversible Extreme Heat: Protecting Canadians and Communities from a Lethal Future. Intact Centre on Climate Adaptation, University of Waterloo. [https://www.intactcentreclimateadaptation.ca/wp-content/uploads/2022/06/UoW\\_ICCA\\_2022\\_04-Irreversible-Extreme-Heat.pdf](https://www.intactcentreclimateadaptation.ca/wp-content/uploads/2022/06/UoW_ICCA_2022_04-Irreversible-Extreme-Heat.pdf)

care packages to folks not necessarily in encampments (e.g., panhandlers, those hanging out at popular locations downtown, etc.).

For 2025, the Housing Focused Street Outreach Team is planning to continue the same service provisions as in 2024.

### **Action #7: Shade Structures**

Since hot surfaces in urban areas such as Hamilton's downtown core increase the outdoor heat experience, particularly in areas where shade is limited,<sup>20</sup> this new action focuses on the installation of shade structures.

In 2024, as part of the Park Redevelopment Program, Public Works installed three shade structures in the following parks: Victoria Park (Ward 1), Meadowlands Park (Ward 12), and Woodlands Park (Ward 3). The populations served include all residents using the three City parks noted above and more specifically, residents within neighbourhoods/communities of an (800m radius).

For 2025, Public Works is planning to install an additional nine shade structures as part of ongoing capital improvement projects, bringing the total number installed to 12 shade structures.

### **Action #8: Heat-Related Illness & Population Health Surveillance**

A new real-time heat-related illness surveillance initiative was approved by City Council as part of the Heat Response Strategy (BOH24010) and implemented at the start of the 2024 heat season. This ongoing surveillance system provides an internal weekly report from May through to the end of September annually of two heat-related illness indicators:

- 1) Daily number of heat-related illnesses based on a Hamilton resident's emergency department pre-diagnostic chief complaint (from the Acute Care Enhanced Surveillance System); and,
- 2) Daily number of paramedic heat-related calls (as recorded in FirstWatch).

Report frequency is increased to daily during declared heat warnings and is flexible to respond to heat warnings outside of the regular heat season.

This surveillance system is part of a broader initiative that was received by the Public Health Committee (Report BOH24005) that includes annual monitoring of trends using existing administrative data sources to report on heat-related emergency department visits, hospital admissions, and deaths. Currently there is no standard approach to monitor heat-related illness and deaths in Ontario or Canada using administrative data. In 2025, Public Health Services evolved our approach to minimize the potential of including illness related to industrial or artificial heat sources, by excluding these specific events and including only events that occurred during the "heat-season" (i.e., May through to the end of September). Further, the approach to extract data was revised to ensure that counts are for unique visits by Hamiltonians. The outcome of

these revisions is a narrowed definition and in particular the counts for emergency department visits have been reduced from earlier reports.

There were 53 emergency department visits (8.4/100,000 population) for heat-related illness among Hamiltonians during the heat season (May – September 2024), similar to 2023, which totalled 52 emergency department visits (8.4/100,000). From 2015 to 2024, the average annual count was higher at 70 emergency department visits per year (701 in total).

There were 26 total hospitalizations (0.4/100,000) for heat-related illness among Hamiltonians during the heat seasons (May – September annually) from 2015 to 2024. The average annual count from 2015 to 2024 was just over two hospitalizations per year.

There were no deaths cited specifically due to heat-related illness for Hamiltonians in 2024 heat season and no deaths during the decade from 2015 to 2024. The last year that there were deaths cited due to heat-related illness among Hamiltonians was 2011, when two deaths occurred.<sup>21</sup>

An equity assessment included in Public Health Services' 2024 Community Health Status Report indicated that heat-related emergency department visits for Hamiltonians from 2017-2021 were not equally distributed.<sup>21</sup> When assessing area-based inequality, higher rates of heat-related emergency department visits existed among Hamilton residents who lived in areas with greatest percentage of households below the low-income cutoff after tax, greatest percentage of households that have a core housing need, greatest percentage of families with one-parent and greatest percentage of individuals with no high school diploma or equivalent.

For 2025, Public Health Services is planning to continue both real-time surveillance and annual monitoring of heat-related illness and deaths among Hamiltonians.

### **Action #9: Misting Stations**

Because misting stations have been found to be effective cooling interventions during extreme heat events in other cities such as Vancouver, British Columbia,<sup>22</sup> seasonal temporary installation of misting stations in identified priority locations throughout the city of Hamilton would support cooling infrastructure in the city. One misting station is functioning seasonally as part of the Copps Pier park area and will be monitored by staff for use and maintenance considerations.

In 2024, Public Works did not install any misting stations and plans a status quo approach for 2025. A report to General Issues Committee to respond to council direction for information on feasibility of misting stations as part of the heat strategy will be forthcoming by Public Works staff.

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<sup>21</sup> City of Hamilton. (2024). Hamilton's Community Health Status Report 2024.

<https://www.hamilton.ca/sites/default/files/2024-11/publichealth-community-health-status-report-2024.pdf>

<sup>22</sup> City of Vancouver, British Columbia. 2023. Stay safe in the summer heat. <https://vancouver.ca/home-property-development/hot-weather.aspx>

**Action #10: Transportation**

To support heat-vulnerable populations access to cool places (e.g. recreation centres, libraries, public pools, etc.) during extreme heat events, this action focuses on free or discounted transportation.

For 2024, funding was allocated from the Climate Change Reserve to provide 2000 Hamilton Street Railway (HSR) Special Purpose Tickets to Public Health Services for distribution. Of the 2000 tickets purchased, 682 tickets were distributed at Recreation Centres and 830 tickets were distributed within Cool Kits.

Public Health Services partnered with the City's Recreation Division to distribute the Special Purpose Tickets at 22 City of Hamilton locations including: Bennetto Community Centre, Coronation Outdoor Pool, Dalewood Recreation Centre, Dundas Community Pool, Kanétskare Recreation Centre, Victoria Park Outdoor Pool, Sir Allan MacNab Recreation Centre, Westmount Recreation Centre, Bernie Morelli Recreation Centre, Central Memorial Recreation Centre, Jimmy Thompson Pool, Norman Pinky Lewis Recreation Centre, Sir Winston Churchill Recreation Centre, Dominic Agostino Riverdale Community Centre, Parkdale Outdoor Pool, Stoney Creek Recreation Centre, Hill Park Recreation Centre, Huntington Park Recreation Centre, Inch Park Outdoor Pool, Rosedale Outdoor Pool, Valley Park Community Centre, and Sackville Hill Seniors Recreation Centre.

In 2024, a total of 1512 Special Purpose Tickets were distributed to Hamilton residents with the greatest number of tickets at 426 distributed to residents in postal code areas beginning with L8L in Ward 3. The 488 remaining surplus tickets have been renewed and will be distributed in Cool Kits in 2025.

**Conclusion**

With a changing climate, there is a need to implement new approaches and technologies as they become available such that we are better equipped to identify heat-vulnerable populations in the city of Hamilton and implement evidence-based heat-related interventions accordingly.

Innovative mapping tools were used to identify areas of greatest vulnerability and greatest exposure to extreme heat and support targeted heat-related interventions in the city of Hamilton. Participants from the focus group discussions held in 2024, reinforced the need for actions in the heat strategy to support air conditioning in homes (Action# 4 Cooling and Energy Efficiency Support), as well as commitments to cooling infrastructure initiatives that support pedestrian thermal comfort during extreme heat events in urban areas of Hamilton (Actions #5, 7, 9, 10).

All actions aside from Action #9 Misting Stations were initiated in 2024. There is continued commitment from all relevant city departments to work collaboratively in 2025 and implement actions outlined in the Hamilton Heat Response Strategy. However, there is uncertainty pertaining to Action #4 (c) Development of draft "Adequate Temperature By-Law" with respect to any planned activities in 2025 and beyond.

## Alternatives

Not Applicable.

## Relationship to Council Strategic Priorities

The recommendations in this report support the following 2022-2026 Council Priorities, Outcomes, and Measures of Success:

1. Sustainable Economic & Ecological Development
  - 1.3. Accelerate our response to climate change

## Previous Reports Submitted

- [BOH24010](#) – Heat Response Strategy
- [BOH24005](#) – Monitoring Heat-Related Deaths and Illnesses in Hamilton
- [Communication Update](#) – Special Supports Air Conditioner Subsidy Expansion to Low Income Households

## Consultation

- Amanda Warren-Richie, Manager, Strategy and Quality Improvement, City Housing Hamilton
- Robyn Pollard, Manager, Forestry and Horticulture, Environmental Services, Public Works
- Lynda Lukasik, Director, Climate Change Initiatives, Office of Climate Change Initiatives, Planning and Economic Development
- Wes Kindree, Manager, Landscape Architectural Services, Environmental Services, Public Works
- Erica Brimley, Manager, Human Services, Ontario Works, Healthy and Safe Communities
- Filip Pankov, Manager, District Recreation Operations, Recreation, Healthy and Safe Communities
- Gillian Barkovich, Manager, Licensing and By-Laws Services, Planning and Economic Development
- Brent McLeod, Manager/Commander, Hamilton Paramedic Services, Healthy and Safe Communities
- Chris Phillips, Director, Government Relations and Strategy, Government Relations and Community Engagement, City Manager Office
- Ruth Sanderson, Epidemiologist, Public Health Services, Healthy and Safe Communities

## Appendices and Schedules Attached

Appendix “A” to BOH25010: Community Heat Response Action Table 2025

**Prepared by:** Sally Radisic, PhD  
Health Hazard Specialist  
Public Health Services, Health Environments Division  
Health Hazards & Vector Borne Disease

**Prepared by:** Shelley Rogers, Project Manager – Air Quality  
Public Health Services, Health Environments Division  
Health Hazards & Vector Borne Disease

**Prepared by:** Matthew Lawson, Manager  
Public Health Services, Health Environments Division  
Health Hazards & Vector Borne Disease

**Submitted and recommended by:** Kevin McDonald, Director  
Public Health Services, Healthy Environments Division

Community Heat Response Strategy Action List

Action Number	Strategy	Description	Lead	Activities in 2024	Proposed Future Activities 2025
1	Education and Outreach	Distribution of cooling items to educate and encourage individual heat adaptive behaviours. Engage public about risks of extreme heat and preventative measures. Distribution of educational materials. Education on how to prepare for extreme heat events. Information line provides resources available through telephone to general regarding risk and safety information. Distribution of water bottles and access to drinking water.	Public Health Services	748 Cool Kits Distributed	Continue Cool Kit Distribution
				13 Focus Groups	Continue engagement with community
				1643 Promotional Items Distributed	Continue to distribute Promotional Items
2	Heat Warning Notification	Alerts issued to public to advise of heat warnings and extended heat warnings with heat safety tips.	Public Health Services	4 Heat Warnings/Extended Heat Warnings	Continue to track Heat/Warnings/Extended Heat Warnings
				12 days in Heat Warning/Extended Heat Warning	Continue to track Heat/Warnings/Extended Heat Warnings



Action Number	Strategy	Description	Lead	Activities in 2024	Proposed Future Activities 2025
3	Cool Places	Air-conditioned public spaces as well as public swims and spray pads to provide respite during heat warnings. Expansion of services to highest-risk population during heat warnings.	Recreation, Hamilton Public Library	#Cooling locations 9 Community Partners 11 Recreation Centres with Indoor Pools and Cool Places 4 Recreation Centres with Cool Place 7 Indoor Pools 10 Outdoor Pools 71 Spray Pads 5 Wading Pools 6 Municipal Service Centres 23 Libraries  Free admission to Open Swims during heat warnings and extended heat warnings  24,431 free swim admissions recorded over 4 heat events	Continue to provide cool spaces to the community
4	Cooling and Energy Efficiency Support	a) Subsidies and/or rebates for improving energy efficiency in homes or buildings. (i.e. Better Homes Hamilton Project Supports this).	PED (OCCI)	Better Homes Hamilton Pilot Program intake period ran from early Dec 2023 to Feb 1, 2024, and 50 homeowners were ultimately selected to participate in the program.	During 2025, OCCI staff continue to provide 'concierge/ coaching' support to project participants. A progress update on the pilot will be provided to City Council in Q3 2025. Exploratory work is also underway to determine how best to scale up residential retrofit efforts in Hamilton.

Action Number	Strategy	Description	Lead	Activities in 2024	Proposed Future Activities 2025
4	Cooling and Energy Efficiency Support	b) Advocacy to other levels of government to provide affordable and accessible cooling (e.g. application for an air conditioner) for at-risk people who qualify (e.g., based on income status and/or a prescribed medical need).	Ontario Works, Government Relations	Support available for future advocacy available	TBD
		c) Development of draft “Adequate Temperature By-Law”	Licensing and By-Law Services	Not in place at this time	TBD
		d) Free air conditioning units based on income status and/or a prescribed medical need	Ontario Works	140 air conditioner benefits were issued to eligible households in 2024.	Ontario Works Program Ontario Disability Support Program Low Income residents

Action Number	Strategy	Description	Lead	Activities in 2024	Proposed Future Activities 2025
5	Vegetation Cover Expansion and Maintenance	Reducing artificial surfaces, through increasing vegetation in parking areas, alleyways, streets, and other infrastructure.	Public Works	6775 trees planted with the Community Planting Program 500 Trees in partnership with NPCA as Community Planting 5491 trees planted through the Street Tree Planting Program 5003 Native trees given away to Hamilton residents to plant on their private property 2 Depave projects converting 958.76 square meters to soft surface	Same as 2024, similar targets for accomplishments
			Planning and Economic Development	OCCI - continued during 2024 to administer funding to community partner Green Venture to undertake depaving projects in Ward 3. OCCI also established and continues to administer an internal Green Infrastructure Working Group, with staff representatives from across a number of relevant divisions. This group initiated an effort in 2024 to pursue an innovative signature green infrastructure project, using a \$350K Climate Change Reserve allocation, with a vision to leverage that funding to access external funding sources for the project.	During 2025 work will continue, through the Green Infrastructure Working Group, to move forward with a signature multi-objective green infrastructure project. Part of this effort is about determining how City divisions need to work together to make these projects happen. Plans are in place in 2025 to pursue external funding applications to support this effort.

Action Number	Strategy	Description	Lead	Activities in 2024	Proposed Future Activities 2025
*6	Wellness Check-Ins	Leveraging emergency and community services to assist at risk populations during heat events to provide welfare calls/check-ins.	<p>Paramedics</p> <p>Housing Focused Street Outreach Team</p>	<p>Mobile Integrated Health (MIH) program increase outreach and wellness checks to clients during periods of extreme heat</p> <p>During the heat events last year, we had an average of 10 workers out each day. This equated to 4-5 different teams out each day between the hours of 8am-8pm. During the heat events, the various teams visited an average of 21 sites per day. During these events, the team had an average of 163 non-unique interactions each day, about 90-100 of which were goods distributed (i.e. water bottles and heat-related supplies). The team also provided items like water bottles and heat-event care packages to folks not necessarily in encampments (panhandlers, those hanging out at popular locations downtown, etc.).</p>	<p>Same as 2024, but exploring a special team for Heat Alert days</p> <p>Continue same program in 2025</p>
*7	Shade Structures	Installation of shade structures in areas identified using heat and equity mapping.	Public Works (Environmental Services)	3 shade structures installed at: Victoria Park Meadowlands Park Woodlands Park	Installation of 9 shade structures

Action Number	Strategy	Description	Lead	Activities in 2024	Proposed Future Activities 2025
8	Heat-Related Illness Population Health Surveillance	Real-time surveillance of local population health data during the extreme heat season (i.e. Acute Care Enhanced Surveillance, Paramedic Data).	Public Health Services (Epidemiology and Evaluation)	Surveillance reporting from Epidemiology and Evaluation completed	Continue Surveillance reporting from Epidemiology and Evaluation Team
*9	Misting stations	Installation of misting stations in identified priority locations.	Public Works (Environmental Services)	0 installed in 2024	0 planned for 2025
10	Transportation	Free or discounted transportation during heat warnings and extended heat warnings to cool places.	Public Works (Transit)	1512 of Bus Tickets Distributed	Distribution of Bus Tickets through 2025 Cool Kits

\*Pending Deliberations from GIC Committee



## City of Hamilton Report for Consideration

<b>To:</b>	Chair and Members Public Health Sub-Committee
<b>Date:</b>	April 28, 2025
<b>Report No:</b>	BOH25008
<b>Subject/Title:</b>	Municipal Alcohol Policy Update 2025
<b>Ward(s) Affected:</b>	(City Wide)

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### Recommendations

- 1) That the revised Municipal Alcohol Policy (2025), attached as Appendix “A” to Report BOH25008, **BE APPROVED**.

### Key Facts

- The purpose of the report is to provide an overview of the changes to the revised Municipal Alcohol Policy (2025);
- This report is written in response to direction received from the Board of Health on December 2, 2019, to provide recommendations for updating the Municipal Alcohol Policy (2011);
- The existing Municipal Alcohol Policy, last updated in 2011, required updating to reflect the current evidence on the harms associated with alcohol use, strategies to reduce alcohol-related harms, and changes to alcohol legislation and policy; and,
- Updates to the Municipal Alcohol Policy (2025) reflect these changes and prioritize the public health and safety of residents, event patrons, and City staff.

### Financial Considerations

Not Applicable.

## Background

At its meeting on December 2, 2019 the Board of Health approved the initiation of a review of the Municipal Alcohol Policy (2011), including the formation of a Workgroup made up of relevant municipal departments, and also directed Public Health Services to report back to the Board of Health with recommended updates to the Municipal Alcohol Policy (2011) by Q3 2020. This activity was put on hold in 2020 due to Public Health Services' role in the COVID-19 Response, and was reprioritized in 2023.

## Analysis

### What is a Municipal Alcohol Policy?

A municipal alcohol policy is a tool that aligns with provincial liquor laws and supports municipalities by outlining safe and appropriate use of alcohol on municipal properties. Municipal alcohol policies provide terms and conditions for the sale, service, and consumption of alcohol at events held on municipal properties and can provide a centralized framework for local alcohol policies. Municipal alcohol policies are part of a comprehensive, evidenced-based approach to alcohol policy, strengthening provincial regulation while tailoring policy to the local context. Municipal alcohol policies demonstrate a community's commitment to safety and well-being and minimize City liability.

### Review of the 2011 Municipal Alcohol Policy:

In October 2023, the Municipal Alcohol Policy Work Group, led by Public Health Services and Recreation, with representation from Planning and Economic Development, Public Works, and Corporate Services, was formed to evaluate, plan, and revise the 2011 Municipal Alcohol Policy. The proposed revisions to the 2011 Municipal Alcohol Policy (attached as Appendix "A" to Report BOH25008) include a prioritization of the health and safety of the public and reflect evidence-based strategies to reduce alcohol-related harms. The policy was influenced and informed by several important contextual factors, including:

- **New Evidence of the Harms Associated with Alcohol Use:**  
Alcohol is often associated with relaxation and celebration, but also has significant costs to individuals and society. Recent research shows that even small amounts of alcohol can harm health. Beyond the well-established risks of alcohol consumption – such as violence, motor vehicle crashes, injury, and death – new evidence shows that even low-to-moderate drinking is associated with conditions such as heart disease, stroke, and seven types of cancer.<sup>1</sup>
- **Impact of Alcohol Locally:**  
In Hamilton, alcohol is a commonly used substance and is a major cause of

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<sup>1</sup> Paradis, C., Butt, P., Shield, K., Poole, N., Wells, S., Naimi, T., Sherk, A., & the Low-Risk Alcohol Drinking Guidelines Scientific Expert Panels. (2023). Canada's Guidance on Alcohol and Health: Final Report. Ottawa, Ont.: Canadian Centre on Substance Use and Addiction.

morbidity and mortality. In an average year, it's estimated that alcohol causes 208 deaths, 1,073 hospitalizations, and 9,123 emergency department visits among Hamilton residents.<sup>2</sup>

- **Changing Provincial Legislation and Alcohol Policy Landscape:**

Over the last decade, there has been a gradual shift in Ontario away from alcohol policies that have been proven to reduce the harms associated with alcohol consumption. In 2019, the *Liquor Licence Act* was replaced with the *Liquor Licence and Control Act*, which has implications for events with alcohol held on municipal property. The *Liquor Licence and Control Act* extended alcohol service hours, lowered retail prices, allowed alcohol-only events (i.e., food is no longer required), changed physical barrier requirements, and the created a new category of Special Occasion Permits for Tailgate Events. These changes increase the accessibility of alcohol and negate evidence-based strategies designed to reduce the risks of alcohol over consumption. Additionally, recent efforts to modernize alcohol availability in Ontario – such as alcohol sales in gas stations, convenience stores, and grocery stores, reduced taxation, and relaxed delivery regulations – further expand access to alcohol in the community, increasing the potential for harm. Research consistently shows that increasing the availability of alcohol is associated with higher rates of alcohol consumption and alcohol-related harm, including accidents, injuries, violence, crime, and chronic health conditions.<sup>3,4</sup>

Maintaining an evidence-based Municipal Alcohol Policy is an opportunity for the municipality to maintain and strengthen local alcohol policy and improve public health and safety in Hamilton.

### **Updates to the Municipal Alcohol Policy (2025):**

The revised Municipal Alcohol Policy (2025) prioritizes public health and safety and integrates evidence-based practices to reduce alcohol consumption and related harms. Key updates include:

#### **1. Revised Goals:**

The goal of the Municipal Alcohol Policy (2025) has been updated to focus on

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<sup>2</sup> Hamilton Public Health Services. Hamilton's Community Health Status Report. Hamilton: City of Hamilton; 2024.

<sup>3</sup> Babor, T. F., Caetano, R., Casswell, S., Edwards, G., Giesbrecht, N., Graham, K., Grube, J. W., Hill, L., Holder, H. D., Homel, R., Livingston, M., Mäkelä, P., Österberg, E., Rehm, J., Room, R., & Rossow, I. (2023). Alcohol: No ordinary commodity - Research and public policy (3rd ed.). Oxford University Press.

<sup>4</sup> Sherk, A., Stockwell, T., Chikritzhs, T., Andréasson, S., Angus, C., Gripenberg, J., & et al. (2018). Alcohol consumption and the physical availability of take-away alcohol: Systematic reviews and meta-analyses of the days and hours of sale and outlet density. *Journal of Studies on Alcohol and Drugs*, 79(1), 58-67.

<https://doi.org/10.15288/jsad.2018.79.58>



promoting healthy, safe, and enjoyable environments for both City staff and the public and supports the City's vision to be the best place to raise a child and age successfully. This is a departure from the operational goals of the previous Municipal Alcohol Policy (2011) that focused primarily on educating event organizers on their responsibilities for hosting an event and on advising event organizers and City staff on the processes and requirements for approving an event on City property. While these remain objectives of the revised policy, the new goals situate the Municipal Alcohol Policy (2025) as a tool to achieve corporate objectives and improve public health and safety.

## **2. Evidence-based measures to enhance public health and safety at events with alcohol:**

The Municipal Alcohol Policy (2025) continues to incorporate evidence-based measures to enhance public health and safety at events with alcohol, as well as mitigate risks and liability for the City and the event organizer. These measures include:

- Maintaining the current policy's hours of alcohol sales that start at 11:00 a.m.;
- Maintaining and establishing new alcohol service requirements that promote low risk drinking, such as, requiring food to be available, prohibiting energy drinks, and requiring water and other non-alcoholic beverages to be sold for less than the cost of alcohol;
- Establishing a risk-based approach to evaluating events with alcohol that assesses event criteria and allows for additional event terms and conditions to mitigate risk. This approach aims to maintain lower requirements for low-risk events while allowing the higher-risk events to continue with appropriate controls to mitigate risk; and,
- Establishing a new clause that prohibits Tailgate Events on municipal properties. A Tailgate Event is a Public Event that is held in connection with and in proximity to a live professional, semi-professional, or post-secondary sporting event, and where attendees 19 years of age or older may bring their own alcohol for consumption within a permitted area. Tailgate Events pose an increased risk for both event organizers and municipalities due to the difficulty in monitoring alcohol service and consumption. This raises concerns for public health and safety, particularly the increased risk of underage drinking.

## **3. Clearer Definition of Roles and Responsibilities:**

The Municipal Alcohol Policy (2025) has been updated to clarify the roles and responsibilities of all stakeholders, including event organizers, City staff, and the public regarding the sale, service, and consumption of alcohol on City property. This approach aims to enhance awareness and understanding of roles, and to enhance consistency in policy implementation across City departments. Emphasis is placed on ensuring event organizers are aware of their responsibilities when hosting events on City property, including compliance with

the *Liquor Licence and Control Act*, and the Municipal Alcohol Policy (2025).

#### **4. Updated Designated Properties List**

The Designated Properties List has been updated to include new municipal properties eligible for events with alcohol, such as rooms within Bernie Morelli Recreation Centre. It has also been updated to remove facilities where events with alcohol are not permitted, including municipal service centres such as Hamilton City Hall.

#### **5. Expanded scope to create a centralized framework for municipal level alcohol policies:**

The Municipal Alcohol Policy (2025) has been updated to incorporate additional municipal-level alcohol policies, including illegal alcohol consumption and alcohol advertising on City property. This update creates a comprehensive and centralized framework for municipal-level alcohol policies and ensures they are aligned with common goals and objectives.

- **Illegal alcohol consumption on City property:**

Illegal alcohol consumption on City property contributes to the normalization of alcohol use, making it appear routine and socially acceptable. This can lead to increased alcohol consumption, especially among youth. Illegal alcohol consumption on City property also presents a potential liability for the City and can pose risks to public health and safety, as consumption occurs without oversight or regulation.

To address these concerns, the Municipal Alcohol Policy (2025) has been updated to reinforce that consuming alcohol on City property without a licence or a permit is illegal. The revised policy defines illegal alcohol consumption and specifies areas where alcohol consumption is not permitted, including dressing rooms, recreation facilities, sports fields, municipal streets and parking lots, parks, beaches, and areas outside of the designated service area at events with alcohol.

The Municipal Alcohol Policy (2025) aligns with the RZone Respectful Environments Policy and Procedures, which outline clear steps for event organizers, City staff, and the public to respond to illegal alcohol consumption on City property.

- **Alcohol Advertising on City Property:**

There is well-established evidence linking alcohol advertising to alcohol consumption and related harms. Exposure to alcohol advertising increases acceptability and normalization of alcohol use, encourages early initiation of drinking, promotes high-risk behaviours such as binge-drinking, and increases alcohol consumption and related harms for all age

groups, but particularly among youth.<sup>5,6</sup> To reduce the harms associated with alcohol advertising, the revised Municipal Alcohol Policy (2025) includes broader restrictions and guidelines than the previous version, which focused on limiting alcohol advertising at youth-focused events on City property. The revised policy has been updated to prohibit alcohol advertising on all City property, except at the following places and events:

- Events with Special Occasion Permits or Caterer's Endorsements not targeted to youth;
- Premier entertainment venues (e.g., Tim Horton's Field, FirstOntario Centre, FirstOntario Concert Hall, Hamilton Convention Centre); and,
- City Properties with an Alcohol and Gaming Commission of Ontario-issued Liquor Sales Licence.

Advertising at exempt locations and events must comply with the Alcohol and Gaming Commission of Ontario's liquor advertising policies and guidelines.

### **Municipal Alcohol Policy (2025) Implementation and Evaluation**

The implementation of the revised Municipal Alcohol Policy (2025) will begin, following policy approval from Hamilton City Council. This process includes targeted communications to key stakeholders, such as event organizers and City staff, as well training for City staff involved in the policy's implementation. To allow adequate time for communications and training, and to minimize disruptions to events already planned under the Municipal Alcohol Policy (2011), enforcement of the revised policy will take effect on October 1, 2025.

An evaluation of the impacts and implementation of the Municipal Alcohol Policy (2025) will be conducted following policy implementation. The evaluation results will be used to inform ongoing improvements and future revisions of the policy.

### **Legal Implications/Legislated Requirements:**

Legal and Risk Management Services has identified that the updated alcohol advertising restrictions in the Municipal Alcohol Policy (2025) could be viewed by potential advertisers as an infringement on freedom of expression under the Charter of Rights and Freedoms. The risk is perceived to be low.

### **Corporate Policy Implications:**

The Municipal Alcohol Policy (2025) prohibits alcohol advertising on all City property with exceptions for events with Special Occasion Permits or Caterer's Endorsements that are not youth-focused, at premiere entertainment venues, and on City properties

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<sup>5</sup> Babor, T. F., Caetano, R., Casswell, S., Edwards, G., Giesbrecht, N., Graham, K., Grube, J. W., Hill, L., Holder, H. D., Homel, R., Livingston, M., Mäkelä, P., Österberg, E., Rehm, J., Room, R., & Rossow, I. (2023). *Alcohol: No ordinary commodity - Research and public policy* (3rd ed.). Oxford University Press.

<sup>6</sup> Public Health Ontario, Giesbrecht, N., & Wettlaufer, A. (2016). *Focus on: Alcohol marketing*. Queen's Printer for Ontario.

with an Alcohol and Gaming Commission of Ontario-issued Liquor Sales Licence. This expands on the City's Policy for Commercial Advertising and Sponsorship (2008) which stipulates that "all advertising and sponsorships shall not, either directly or indirectly... (c) advertise the purchase of alcoholic beverages or promote the use of alcohol by those younger than the legal drinking age" to include a more encompassing approach that prohibits all alcohol advertisement on City property.

### **Results of Consultations:**

Extensive consultations were conducted to inform the revision of the Municipal Alcohol Policy (2025). The revised Municipal Alcohol Policy (2025) reflects the discussions had internally at the City of Hamilton and with external partners.

### **Alternatives**

Should the Committee not wish to approve the staff recommendation in Report BOH25008, the Municipal Alcohol Policy (2011) will remain in effect.

### **Relationship to Council Strategic Priorities**

The recommendations in this report support the following 2022-2026 Council Priorities, Outcomes, and Measures of Success:

2. Safe & Thriving Neighbourhoods
  - 2.2. Make sure people can safely and efficiently move around by foot, bike, transit or car
  - 2.3. Provide vibrant parks, recreation and public space
3. Responsiveness & Transparency
  - 3.1. Prioritize customer service and proactive communication

The revised Municipal Alcohol Policy (2025) aims to enhance healthy, safe, and enjoyable environments to support the City's vision to be the best place to raise a child and age successfully. This includes mitigating risks at events with alcohol on City property, including the promotion of safe transportation options, and ensuring healthy public spaces that can be enjoyed by everyone.

The Municipal Alcohol Policy (2025) also aims to ensure continued use of City property for events with alcohol and ensures event organizers are aware of their roles and responsibilities for hosting events.

### **Previous Reports Submitted**

- [BOH19032](#) - **Municipal Alcohol to Reduce Harms Associated with Alcohol** Report in response to July 2019 Board of Health direction for Public Health Services to report back on municipal actions to reduce harms from alcohol consumption.

- [CS10025](#) – **Municipal Alcohol Policy**  
Report to approve the Municipal Alcohol Policy and Operating Standards and Procedures.

## **Consultation**

### **Municipal Alcohol Policy Work Group members and directors**

The following individuals participated on the Municipal Alcohol Policy Work Group and/or were involved in the Municipal Alcohol Policy approval process:

#### **City of Hamilton, Corporate Facilities and Energy Management, Public Works**

- Dean Urciuoli, Supervisor Facilities and Technical Services, Corporate Facilities and Energy Management, Public Works
- Chris Herstek, Director Corporate Facilities and Energy Management, Corporate Facilities and Energy Management, Public Works

#### **City of Hamilton, Environmental Services, Public Works**

- Kara Bunn, Manager Cemeteries, Environmental Services, Public Works
- Cynthia Graham, Director Environmental Services, Environmental Services, Public Works

#### **City of Hamilton, Legal and Risk Management Services, Corporate Services**

- Gavin Chamberlain, Corporate Risk Compliance Officer, Legal and Risk Management Services, Corporate Services
- Kaush Parameswaran, Deputy City Solicitor, Legal and Risk Management Services, Corporate Services

#### **City of Hamilton, Licensing and Bylaw Services, Planning and Economic Development**

- Tiffany Gardner, Manager Licensing, Licensing and Bylaw Services, Planning and Economic Development
- Dan Smith, Director Licensing and Bylaw Services, Licensing and Bylaw Services, Planning and Economic Development
- Monica Ciriello, Director Licensing and Bylaw Services, Licensing and Bylaw Services, Planning and Economic Development

#### **City of Hamilton, Recreation, Healthy and Safe Communities**

- Dawn Walton, Manager Business Support, Recreation, Healthy and Safe Communities
- Steve Sevor, Director Recreation, Recreation, Healthy and Safe Communities

#### **City of Hamilton, Tourism and Culture, Planning and Economic Development**

- Kenda Capon, Supervisor Museum Operations – Heritage Sites, Tourism and Culture, Planning and Economic Development

- Ryan McHugh, Manager Tourism and Events, Tourism and Culture, Planning and Economic Development
- Lisa Abbott, Director Tourism and Culture, Tourism and Culture, Planning and Economic Development

**City of Hamilton, City Manager's Office**

- Michelle Lokun, Health Safety and Wellness Specialist, Human Resources, City Managers Office
- Brian MacDonald, Manager Corporate Partnerships, Digital and Innovation Office, City Managers Office
- Andy Zimmerman, Manager Social Medical Marketing and Creative Services, Communications and Strategy Initiatives, City Managers Office

**Appendices and Schedules Attached**

Appendix A: City of Hamilton Municipal Alcohol Policy & Operating Standards and Procedures

**Prepared by:** Robin Dozet, Health Strategy Specialist  
Public Health Services, Epidemiology & Wellness Division,  
Mental Well-Being and Substance Use

**Submitted and recommended by:** Julie Prieto, Director  
Public Health Services, Epidemiology & Wellness Division

City of Hamilton  
Municipal Alcohol Policy &  
Operating Standards and Procedures

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## **Section 1: Introduction**

### **1.1 Goal**

The goal of the City of Hamilton's Municipal Alcohol Policy & Operating Standards and Procedures (Municipal Alcohol Policy) is to promote healthy, safe, and enjoyable environments that support the City's vision to be the best place to raise a child and age successfully.

### **1.2 Purpose**

The Municipal Alcohol Policy aims to reduce alcohol-related harms by providing terms and conditions for the sale, service, consumption, and advertising of alcohol on City Property, and to reinforce communications about alcohol-related activities. The Municipal Alcohol Policy is intended to honour decisions of those who choose to abstain from alcohol, encourage responsible drinking practices, and promote the health and safety of staff and patrons on City Property.

The Municipal Alcohol Policy outlines where alcohol can and cannot be advertised, sold, served, and/or consumed on City Property, and the terms and conditions Event Organizers must adhere to when hosting an event with alcohol on City Property under a Special Occasion Permit or Caterer's Endorsement. These terms and conditions are in addition to the requirements of the Alcohol and Gaming Commission of Ontario, the *Liquor Licence and Control Act*, and any other associated legislation and regulation.

### **1.3 Objectives**

**The objectives of the Municipal Alcohol Policy are to:**

- Inform Event Organizers of their roles, responsibilities, and liabilities for hosting an event with alcohol on City Property.
- Inform City Staff of their roles and responsibilities regarding alcohol on City Property.
- Foster healthy and safe environments for City Staff, the Event Organizer, Event Workers, patrons, and the public.
- Provide proactive risk mitigation strategies.
- Promote responsible use of alcohol.
- Reduce alcohol-related harms, including property damage, underage drinking, impaired driving, bodily injury, and death.
- Protect vulnerable populations, including children and youth, from the powerful effects of alcohol advertising and the normalization of alcohol.

### **1.4 Scope**

#### **Applicability**

Subject to the exclusions listed in this policy, the Municipal Alcohol Policy:

- Applies to all events with alcohol hosted on City Property under an Alcohol and Gaming Commission of Ontario-issued Special Occasion Permit or a Caterer's Endorsement.

- Provides direction for alcohol advertising on all City Property.
- Identifies circumstances where alcohol consumption is illegal on City Property and provides direction for responding to illegal alcohol consumption.

## **Exclusions**

The Municipal Alcohol Policy **does not** apply to:

- Persons or entities operating on City Property under a Liquor Sales Licence and are subject to the terms and conditions of that Licence and any related agreement with the City, unless that agreement mandates compliance with City policies regarding the sale or use of alcohol, or otherwise permits the City to require such compliance.
- City operations licensed to serve alcohol under the City's Liquor Sales Licence and are subject to the conditions of that licence.
- City Property that is leased for residential use and is subject to the terms and conditions of the lease.

## **1.5 Definitions**

### **Alcohol Advertising**

Any advertising that:

- (i) Promotes or depicts the sale, availability, or use of alcohol, including images of alcohol, alcohol products, alcohol-related services, or activities involving alcohol.
- (ii) Uses alcohol names, brands, manufacturers, trademarks, slogans, or other content that are identifiable with alcohol products, services, or activities.

### **Alcohol and Gaming Commission of Ontario (AGCO)**

The provincial agency responsible for the administration of the *Liquor Licence and Control Act*. The Alcohol and Gaming Commission of Ontario issues Liquor Sales Licenses, Caterer's Endorsements, and Special Occasion Permits and regulates the sale, service, and delivery of liquor in Ontario.

### **Caterer's Endorsement**

An addition to a Liquor Sales Licence issued by the Alcohol and Gaming Commission of Ontario that permits the sale and service of alcohol at an event that is in an area that is not covered by the Liquor Sales Licence. The catered event must be sponsored by someone other than the licence-holder.

### **City**

The City of Hamilton.

### **City Property**

Facilities, lands, buildings, structures, premises, or other real property for which the City is the legal owner, or over which the City has authority to grant use.

**City Staff**

City Staff who are identified by the City as the contact for either Municipal Alcohol Policy purposes or the City Property in question as the context requires.

**Delegate(s), in reference to the Event Organizer**

A person designated by the Event Organizer to manage the event and ensure compliance with the Event Organizer's responsibilities under the Municipal Alcohol Policy. Assigning a delegate does not relieve the Event Organizer of their responsibilities, liabilities, or duties pursuant to the Municipal Alcohol Policy, any other contract with the City, the Act, or any other applicable law.

**Designated Service Area**

A specific area within the event space where alcohol is permitted to be served and consumed. The Designated Service Area must be clearly defined and visually separated from areas where alcohol is not permitted. Examples of partitions that can be used to separate spaces include signs, fences, planters, or ropes.

**Event**

A gathering, of any kind, held on City Property at which alcohol will be sold and/or served. The event includes the set-up, operation, and tear down, and also includes activities that occur in, on, or around City Property related to the preparations for, or conduct of, the event. This includes, but is not limited to, Private, Public, and Tailgate Events.

**Private Event**

An event that is limited to invited guests only. The event cannot be Publicly Advertised and there can be no intent to gain or profit from the sale of alcohol at the event.

**Public Event**

An event that is open to the public. The event can be advertised and can include fundraising and/or profit from the sale of alcohol.

**Tailgate Event**

A Public Event that is held in connection with and in proximity to a live professional, semi-professional, or post-secondary sporting event, and where attendees 19 years of age or older may bring their own alcohol for consumption within a permitted area.

**Event Organizer**

The person or organization responsible for the operation of an event on City Property and includes the person or organization on whose behalf such persons apply or seek permission to hold the event; or the person whose name is listed as the permit holder on a Special Occasion Permit; or the person listed as a sponsor on a Caterer's Endorsement for such event.

**Event Worker**

A person appointed or hired by the Event Organizer who is involved in working at an event on City Property where alcohol is served. This includes, but is not limited to, the Event Organizer, an Event Organizer's Delegate(s), Servers, Bartenders, Ticket Sellers, Door Monitors, and Security Personnel.

**Bartender/Server**

An Event Worker selling and/or serving drinks with or without alcohol.

**Door Monitor**

An Event Worker responsible for monitoring an access point to the Designated Service Area.

**Security Personnel**

An Event Worker responsible for providing general security at an event, including duties such as gate checks, monitoring Designated Service Areas, managing crowd control, and responding to incidents. Event Organizers are responsible for ensuring that any contracted security company holds a valid security guard agency licence issued by the Province of Ontario.

**Ticket Seller**

An Event Worker selling or providing tickets for redemption of drinks with or without alcohol.

**Fortified/Extra-Strength Drinks**

Any drink with more alcohol by volume levels than one Standard Drink as defined below. Many coolers and some brands of beer and wine contain more alcohol than one Standard Drink.

**Illegal Alcohol Consumption on City Property**

Alcohol consumption on City Property without an Alcohol and Gaming Commission of Ontario issued Special Occasion Permit, Caterer's Endorsement, or Liquor Sales Licence, and without prior approval for the use of City Property for an event with alcohol. This includes alcohol consumption in arena dressing rooms, recreation facilities and sports fields, municipal streets and parking lots, parks, beaches, and areas outside of the Designated Service Area at events with alcohol.

**Light Drinks**

Drinks that have lower alcohol by volume levels than one Standard Drink. To qualify as light, a drink must contain:

- Beer and cider: 4% or less alcohol by volume
- Wine: 9% or less alcohol by volume
- Spirits: 25% or less alcohol by volume

**Liquor Licence and Control Act (Act)**

The *Liquor Licence and Control Act*, S. O. 2019. c.15, Sched. 22, including applicable Regulations passed pursuant to the Act.

**Municipal Alcohol Policy (MAP)**

The City's Municipal Alcohol Policy & Operating Standards and Procedures including this document, and all identified appendices.

**Publicly Advertised**

An event which is made known to the public for their attendance, utilizing advertisement sources including but not limited to social media, newsletters, flyers, newspaper, radio, web communities, or formal announcements.

**Rental Contract**

A contract or agreement between the City and the Event Organizer for access to, and use of, City Property for the dates, times, locations, fees, and conditions of use as specified in the contract or agreement.

**Risk Assessment**

An assessment conducted by City Staff that considers the event type and other criteria to anticipate the level of risk associated with the event. Additional event terms and conditions may be required based on anticipated risk.

**RZone Respectful Environment Policy (RZone)**

The RZone Respectful Environment Policy promotes safe, positive, and supportive environments and interactions for all members of the public and City Staff during the delivery of City services at any City Property, program, or event. RZone outlines the City's expectations for appropriate behaviour and lists the roles and responsibilities of all City Staff and the public when responding to incidents involving inappropriate behaviour (including illegal alcohol consumption), harassment and/or violence.

**Server Training/ Server Trained**

A valid Alcohol and Gaming Commission of Ontario Board approved sales and service training program in Ontario (e.g., Smart Serve®).

**Special Events Advisory Team (SEAT)**

A cross-departmental team comprised of City Staff from various municipal divisions and external agencies assigned a role assisting the Event Organizer to fulfil the requirements of events that may be open or closed to the public and take place within the responsibilities of the City as outlined in the City's Policy for Special Event Planning.

**Special Occasion Permit (SOP)**

A type of liquor licence issued by the Alcohol and Gaming Commission of Ontario for one-time events where alcohol will be sold and/or served in a location other than a licensed establishment or a private place. All Special Occasion Permits are managed and controlled by the Alcohol and Gaming Commission of Ontario and not the City.

### **Standard Drink**

One Standard Drink size is equal to:

- 12 oz (341 ml) of beer or cider with 5% alcohol by volume
- 5 oz (142 ml) of wine with 12% alcohol by volume
- 1.5 oz (43 ml) of spirits with 40% alcohol by volume

## **Section 2: Events with Special Occasion Permits or Caterer's Endorsements**

### **2.1 Designated City Properties for events with alcohol**

The City of Hamilton's Designated Properties List (Appendix A) identifies City Properties where events with alcohol operating under an Alcohol and Gaming Commission of Ontario-issued Special Occasion Permit or a Caterer's Endorsement may be held, subject to City approval. However, the City reserves the right to deny requests for alcohol at events on City Properties identified on the Designated Properties List for any reason.

Requests for alcohol at events on City Properties that are not on the Designated Properties List may be approved by the General Manager of the Division having jurisdiction over the City Property, or their designate, following a complete review by the Special Events Advisory Team and in consultation with the Ward Councillor(s). Any property or space within a designated property not on the Designated Properties List will be subject to the Municipal Alcohol Policy unless the General Manager approval specifically states otherwise.

#### **2.1.1 Prohibited areas within a Designated City Property**

Alcohol is not permitted in every room or space within a City Property that is approved for hosting events with alcohol. For health and safety reasons, alcohol use is prohibited within the following areas:

- Tiered seating areas
- Ice surfaces
- Parking lots
- Change rooms/ dressing rooms
- Mechanical storage rooms
- Pool decks
- Office areas
- Lobbies, hallways, and public gathering areas\*

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\*Unless a lobby, hallway, or public gathering area was specifically approved on the City's Rental Contract.

Alcohol use is only permitted within Designated Service Areas as outlined on the City of Hamilton's Rental Contract.

## **2.2 Designated events**

### **2.2.1 Eligible events - Risk Assessment**

Alcohol consumption at events on City Property is associated with increased risk of harms. To mitigate the potential harms and reduce the risk associated with hosting events on City Properties, the City takes a risk-based approach to evaluating events with alcohol and imposes additional terms and conditions based on the Risk Assessment. The following event criteria will be considered as part of the Risk Assessment:

- History and experience of Event Organizer
- Event location
- Event type
- Event hours
- Event elements (e.g., amusement rides, petting zoos, motorized vehicles)
- Anticipated attendance
- Site setup/plan

Based on the level of risk, the following conditions may be required:

- Increased levels of insurance
- Additional City Staff and/or Event Workers
- Site security measures, including Security Personnel
- Modified event hours
- Wristband/visual identifier requirements
- Damage deposit
- Barriers around Designated Service Areas
- Event dispersal plan/ transportation plan
- Emergency Response Plan

Please note, this is not an exhaustive list. The City reserves the right to apply additional criteria or conditions based on the event details and Risk Assessment. Appendix B – Decision making framework for Risk Assessment provides a framework for how event criteria will be assessed.

### **2.2.2 Ineligible events**

#### **2.2.2.1 Youth-focused events**

Alcohol service or use is not permitted at any events where the focus of the event is for youth under the age of 19. Examples of youth-focused events include minor sports tournaments and activities, banquets, and youth-focused dances and socials.



### **2.2.2.2 Tailgate Events**

Tailgate Events are prohibited on City Property.

## **2.3 Planning and managing events with alcohol**

### **2.3.1 Rental Contracts and process**

To host an event with alcohol on City Property:

- City approval, in the form of a Rental Contract, is required for the use of City Property for an event with alcohol **in advance of obtaining** a Special Occasion Permit or Caterer's Endorsement from the Alcohol and Gaming Commission of Ontario.
- City approval, in the form of agreements, permits, or approvals as applicable, is required to authorize the events or activities accompanying use of City Property (e.g., road closures, fireworks, food vendors)
- An Alcohol and Gaming Commission of Ontario issued Special Occasion Permit or Caterer's Endorsement is required following approval from the City for the use of City Property for an event with alcohol.

### **2.3.2 Event review**

During the Rental Contract application process, Event Organizers are required to indicate if they intend to sell/serve alcohol at their event. Events with alcohol on City Property that are open to the public ("Public Events") must be reviewed by the City's Special Events Advisory Team (SEAT) prior to approval to ensure City requirements are met and to determine if a security plan or other conditions are required.

For outdoor events on City Property with an anticipated attendance of more than 10,000 participants, Event Organizers are required to complete an Emergency Response Plan that considers Designated Service Areas, entrance and exit points, and onsite medical and security personnel, as part of their application. In their application, Event Organizers must also provide Emergency Supporting Procedures related to crowd management and overcrowding, threat of violence or violent incidents, evacuation of the event site, and proactive measures taken to protect or reduce the risk of danger to attendees.

### **2.3.3 Insurance requirements**

Insurance is required to host an event with alcohol on City Property. The Event Organizer is responsible for purchasing insurance for their event. The Event Organizer must:

- a) Provide proof of insurance by way of submitting an original Certificate of Insurance at least 30 days prior to the start of the event.
- b) Obtain confirmation of acceptable form and content of insurance from the City before occupying the City Property for the event. Failure to provide proof of

liability insurance will result in the application for rental being rejected, or the Rental Contract being revoked.

The Certificate of Insurance must include proof of:

- Coverage for all date(s) where City Property is being used for the event or occupied by the Event Organizer. This must include dates needed for set up and take down.
- A minimum of five million dollars (\$5,000,000) Commercial General Liability issued by an insurance company satisfactory to the City that is licensed to carry out business in Ontario and which must at a minimum include the following:
  - City of Hamilton shown as an additional insured to the policy
  - Coverage for bodily injury and property damage liability
  - A Host Liquor Liability endorsement
  - Tenants Liability endorsement
  - Personal Injury Liability
  - Advertiser's Liability
  - Products and Completed Operations Liability
  - Show Cross Liability endorsement and Severability of interests provision
  - Show that coverage is in effect on the date(s) of the event

The following information must be provided on the Certificate of Insurance:

- Insurance company name
- Policy number
- Expiry date
- Amount of insurance coverage
- Thirty (30) day notice of cancellation provision
- An endorsement from the insurance company that they are aware of the Special Occasion Permit event and that coverage is in place including the date and location of the event, and name and address of the Special Occasion Permit holder.

The City reserves the right to amend the insurance and provisions required at any time at their sole discretion. Authority to review the exposure and risk of the event to determine the level of insurance required is designated to the Director of the business unit in consultation with the City of Hamilton Risk Manager and the City Solicitor.

For events with less than 1,000 people, the City will automatically apply Facility User Group insurance through the Recreation Division during the Rental Contract application process based on event elements identified. Some restrictions may apply.

### **2.3.4 Indemnification**

The Event Organizer, shall at all times, and at its own cost, expense, and risk, defend, indemnify and hold harmless the City, its elected officials, officers, employees, volunteers, agents, contractors, and all respective heirs, administrators, executors, successors and assigns (collectively the "Indemnified Persons") from any and all losses, damages (including, but not limited to, incidental, indirect, special and consequential

damages, or any loss of use, revenue or profit by any person, organization or entity), fines, penalties and surcharges, liabilities (including, but not limited to proceedings of a criminal, administrative, or quasi criminal nature) and expenses (including, but not limited to, legal fees on a full indemnity basis), which the Indemnified Persons may suffer or incur on behalf of the City, howsoever caused, arising out of or in consequence of or directly or indirectly attributable to the Event, its agents, employees, volunteers, and/or guests, provided such losses, damages, fines, penalties and surcharges, liabilities, judgments, claims, demands, causes of action, contracts, suits, actions or other proceedings of any kind and expenses as defined above are due or claimed to be due to the negligence, breach of contract, and/or breach of law of the Event Organizer, its agents, employees, volunteers, and/or guests.

## **2.3.5 Roles and responsibilities**

### **2.3.5.1 City Staff**

City Staff are responsible for:

- Being knowledgeable on the Municipal Alcohol Policy.
- Seeking guidance, clarity, and support from their supervisors and/or managers, as needed, when dealing with infractions and noncompliance with the *Liquor Licence and Control Act*, the Municipal Alcohol Policy, and/or any other agreements with the City.
- Providing a written copy of the Municipal Alcohol Policy to the Event Organizer.
- Obtaining and acknowledging receipt of proof of insurance, the Special Occasion Permit or Caterer's Endorsement, and any required Rental Permit from the Event Organizer at least 30 days prior to the start of the event.
- Following compliance and enforcement procedures outlined in the Municipal Alcohol Policy.

### **2.3.5.2 General Manager**

The appropriate General Manager or their designate has the authority to, provided such decisions are made in writing:

- Approve or reject the application for a Rental Contract for events involving alcohol based on compliance with Municipal Alcohol Policy requirements.
- Approve an application for a Rental Contract with additional conditions at their discretion on a case-by-case basis. Additional City approvals, permits and/or agreements may also be required depending on the events or activities accompanying use of City Property. Once all necessary approvals are obtained, a Rental Contract for the use of City Property may be made under existing delegated authority in a form approved by the City Solicitor.
- Waive minor requirements of serving alcohol, as set forth in clause 2.3.8.3 (e.g., serving wine in bottles at tables or using glass cups for weddings or similar receptions), or Event Worker identification and clothing, as set forth in clause 2.3.5.4, at their discretion, provided this does not relieve the Event Organizer, the Special Occasion Permit or Caterer's Endorsement holder, or Event Workers from their legal obligations.

- Waive clause 2.2.2.2 prohibiting Tailgate Events on City Property with consideration of potential risks and establish additional event terms and conditions through the SEAT process with consultation from Public Health Services.

The General Manager of the Division having jurisdiction over the City Property, or their designate, will inform the Event Organizer and any organization they represent if there has been a violation of the Municipal Alcohol Policy or any other agreements with the City and any imposed consequences or penalties via registered letter.

### **2.3.5.3 Event Organizer**

There is inherent risk associated with hosting an event with alcohol. The Event Organizer assumes full legal responsibility for hosting an event with alcohol, and is responsible for the planning, management, and control of the event in every aspect. The Event Organizer must ensure full compliance with the *Liquor Licence and Control Act* and Regulations made under the Act, other mandatory municipal, federal and/or provincial requirements or statutes, the Municipal Alcohol Policy, the Rental Contract, other approvals, permits and agreements with the City, and any other conditions imposed on the permission to use City Property.

The Event Organizer may nominate an individual or individuals as their Delegate to help with management of the event and compliance with the Municipal Alcohol Policy. The Event Organizer shall train their Delegate and in no event shall such delegation relieve the Event Organizer of their responsibilities, liabilities, or duties pursuant to the City's Municipal Alcohol Policy or any other contract with the City.

There will be only one Event Organizer for each event. The Event Organizer must be named on the Special Occasion Permit and on the Rental Contract with the City. Where the event is being conducted under the authority of a Caterer's Endorsement, the Event Organizer must be named on the Rental Contract with the City.

Other responsibilities of the Event Organizer include:

- Obtaining the required Rental Contracts and additional permits, approvals or agreements from the City and the Alcohol and Gaming Commission of Ontario.
- Submitting the original Certificate of Insurance, the Special Occasion Permit or Caterer's Endorsement, and any required City permit to the Supervisor having operational jurisdiction at the event location at least 30 days prior to the start of the event.
- Obtaining confirmation of acceptable form and content of insurance from the City before occupying City Property for the event.
- Posting the Special Occasion Permit or Caterer's Endorsement in a visible location and keeping the Rental Contract on file and easily accessible during the event.
- Ensuring the safety and sobriety of people attending the event, including promotion of safe transportation options for those persons turned away to control the event or because of intoxication.

- Promoting safe transportation options from the event and notifying police if an apparently intoxicated person attempts to drive a vehicle.
- Responding to emergencies, including contacting the police or other emergency services, as required.
- Inspecting the City Property and returning the City Property in vacant and proper condition.
- Attending the event for the entire duration, including event set-up and clean-up, and remaining in attendance until the City Property is vacated.
- Considering their own training needs to ensure they meet their responsibilities, liabilities, and duties, including the terms and conditions set out in the Municipal Alcohol Policy.
- Ensuring that the minimum requirements for the number, type, and training of Event Workers, as set forth in clause 2.3.6 and 2.3.6.1, are met. It is the responsibility of the Event Organizer to determine and provide the actual number, type, and training of Event Workers necessary to monitor, manage, and control the Event, prevent danger to attendees and others present, and comply with the Special Occasion Permit or Caterers' Endorsement, the *Liquor Licence and Control Act*, and the Municipal Alcohol Policy. The Event Organizer may determine that the actual number, type, and training of Event Workers should exceed minimum requirements, as set forth in clause 2.3.6.
- Providing supervision, training, and instruction to Event Workers to ensure they can carry out their responsibilities, including requesting identification from persons who appear to be under 25 years of age prior to alcohol service, and promoting safe transportation options.
- Ensuring all Event Workers involved in the sale or service of alcohol (e.g., Bartenders and Servers) have valid Alcohol and Gaming Commission of Ontario-approved Server Training certifications and the minimum required number of certified Event Workers is met.
- Controlling access to the City Property at all times during the Rental Contract period and ensuring no alcohol is consumed outside of the Designated Service Area.
- Not consuming or being impaired by alcohol or cannabis on City Property during the Rental Contract period. This includes while working the Event, and while the bar is closed.
- Reporting to City Staff after the event or event day, any incident that involves bodily injury or property damage, where Liquor Inspectors under the *Liquor Licence and Control Act* have made a report, or where the Event Organizer is aware or has been made aware of any *Liquor Licence and Control Act* or Municipal Alcohol Policy violations.

#### **2.3.5.4 Event Workers**

It is the Event Organizer's responsibility to ensure that all Event Workers meet the following requirements and are adequately trained to carry out assigned responsibilities.

Event Workers must:

- Be a minimum of 18 years of age.

- Be familiar with the requirements and responsibilities set out in agreements with the City, the Municipal Alcohol Policy and the *Liquor Licence and Control Act*.
- Not consume or be impaired by alcohol or cannabis on City Property during the Rental Contract period while engaged as an Event Worker, including while the bar is closed.
- Wear an I.D. name tag and/or highly visible clothing so that they can be easily identified.
- Ensure participants do not engage in activities that could potentially harm themselves or others.
- Monitor participants for signs of intoxication, deny service to individuals who appear to be intoxicated, refund pre-purchased drink tickets, and report individuals who appear to be intoxicated to the Event Organizer.
- Promote safe transportation options.
- Report underage drinking to the Event Organizer.

### 2.3.6 Minimum Event Workers

The minimum number of Event Workers required for an event with alcohol are outlined in the chart below. It is the responsibility of the Event Organizer to determine and provide the actual number, type, and training of Event Workers necessary to monitor, manage, and control the Event, prevent danger to attendees and others present, comply with the Special Occasion Permit or Caterer's Endorsement, the *Liquor Licence and Control Act*, and the Municipal Alcohol Policy, and to adhere to all agreements and approvals granted by the City.

Minimum Event Worker Requirements				
Number of Guests	Minimum Number of Server Trained Event Workers	Bartenders/ Servers	Door Monitors	Ticket Sellers
1-49	1	1	Monitor at each access point*	0
50-99	2	2		0
100-199	3	2		1
200-299	4	2		2
300-399	5	3		2
400-499	6	3		3
500-599	7	4		3
600-699	8	4		4
700-799	9	5		4
800-899	10	5		5
900-999**	11	6		5

\*Each venue will require a varying number of door monitors dependent on the layout of the venue. There must be sufficient staffing to control all access points to the event. No access point can be blocked, or access restricted to alleviate monitoring responsibilities.

\*\*For each additional 150 guests over 999, an additional Bartender and Ticket Seller is required.

The City reserves the right to adjust the minimum number of required Event Workers based on the event criteria and Risk Assessment of the event.

#### **2.3.6.1 Alcohol and Gaming Commission of Ontario-approved Server Training**

The minimum number of Event Workers with valid Alcohol and Gaming Commission of Ontario-approved Server Training certificates depends on the number of guests and the number of Bartenders/Servers. For each event:

- All Event Workers involved in the sale or service of alcohol (e.g., Bartenders and Servers) must have a valid Server Training certificate.
- The minimum requirements for the number of server-trained Event Workers must be met (see section 2.3.6 Minimum Event Workers).

It is the Event Organizer's responsibility to verify and collect proof of valid Server Training certificates to meet minimum Event Worker Server Training requirements.

#### **2.3.7 Entry, monitoring, and removal of persons**

It is the responsibility of the Event Organizer to ensure there is a sufficient number of Event Workers to control all access points to the event, and to ensure the event does not exceed the maximum capacity of facilities and outdoor areas.

Persons who appear to be under 25 years of age shall be required to show their photo identification, in a form specified under the *Liquor Licence and Control Act*, at the Designated Service Area. Valid identification must be current (i.e., not expired), government-issued, and include a photo and a birth date of the person. Acceptable forms of identification include:

- Ontario Driver's License
- Canadian Passport
- Canadian Citizenship Card
- Canadian Armed Forces Identification Card
- Bring Your ID (BYID) Card issued by the Liquor Control Board of Ontario
- Secure Indian Status Card issued by the Government of Canada
- Permanent Resident Card issued by the Government of Canada
- Photo card issued under the *Photo Card Act, 2008*

The following persons shall be removed or denied entry into an event:

- Persons who are, or appear to be, intoxicated.
- Persons who are aggressive, violent, or behaving inappropriately.
- Unauthorized youth.
- Underage youth who are found drinking alcohol.

Action must be taken to manage and maintain control of the event, and to ensure safety and protection of patrons and Event Workers, including notification of police as required and promotion of safe transportation options. If underage drinking is encountered, Event Workers must also report the findings to the Event Organizer.

### **2.3.8 Serving of alcohol**

It is the Event Organizer's responsibility to ensure the serving of alcohol meets the requirements outlined in this section of the Municipal Alcohol Policy.

#### **2.3.8.1 Designated Service Area**

- The Designated Service Area must be clearly defined and visually separated from areas where alcohol is not permitted. Examples of partitions that can be used to separate spaces include signs, fences, planters, or ropes.
- All drinks with and without alcohol must be sold, served, and remain within the Designated Service Area.

#### **2.3.8.2 Sales and tickets**

- Alcohol must not be served to anyone under the age of 19 years, or to anyone who appears to be under the age of 25 without proper identification.
- Alcohol must not be served to anyone who is, or appears to be, intoxicated.
- Alcohol tickets or service must be limited to two tickets or drinks per person at one time.
- Unused drink tickets must be redeemable for cash value at any time during the event.
- There must be no requirement to purchase a minimum number of drink tickets to enter or remain at the event.
- Last call announcements are prohibited.
- No persons shall be allowed to bring their own alcohol to the event or to pour their own drinks.

#### **2.3.8.3 Drink types**

- To reduce the risk of impairment, drinks with alcohol that are larger than one Standard Drink size cannot be sold or served. One Standard Drink is equal to:
  - 12 oz (341 ml) of beer with 5% alcohol by volume
  - 5 oz (142 ml) of wine with 12% alcohol by volume
  - 1.5 oz (43 ml) of spirits with 40% alcohol by volumeFor greater clarity, Fortified or Extra Strength Drinks (e.g., beer products with more than 5% alcohol, wine products with more than 12% alcohol, and spirits with more than 40% alcohol) and drinks that are larger than Standard Drink sizes (e.g., tall cans or pitchers) must not be sold or served.
- At least 30% of alcohol available to be sold or served must be classified as Light Drinks. Light Drinks include beer with 4% alcohol by volume or less, wine with 9% alcohol by volume or less, and spirits with 25% alcohol by volume or less.
- No energy drinks with or without alcohol are permitted.
- No shots or shooters are permitted.
- No alcohol-infused foods, such as Jello shots, are permitted. Dishes cooked with alcohol are permitted.
- Water and other non-alcoholic drinks must be available for the entire event and in all locations where alcohol is served.



- All drinks must be served in plastic or paper containers.

#### **2.3.8.4 Food**

- To reduce risk of intoxication, light meals must be available throughout the event. Snacks like chips, peanuts, and popcorn do not meet this requirement. Examples of suitable options include pizza, sandwiches, soups, cheese, hot dogs, and hamburgers.

#### **2.3.8.5 Games and contests**

- Drinking games or contests are not permitted.
- Alcohol shall not be offered as a prize in a contest.

#### **2.3.8.6 Pricing**

The pricing of alcohol must comply with the guidelines of the Alcohol and Gaming Commission of Ontario, and the *Liquor Licence and Control Act*. In addition to meeting these requirements, the following conditions must also be observed:

- Pricing and marketing practices which encourage increased consumption of alcohol shall not be permitted (e.g., pitchers, volume discounts, discounted drinks).
- Water and other non-alcoholic drinks must be available for lower cost than drinks with alcohol.

#### **2.3.8.7 Hours**

- No alcohol shall be served before 11:00am.
- Ticket sales and alcohol service will cease 60 minutes prior to the end of the event or at the time shown on the Special Occasion Permit or Caterer's Endorsement, whichever is the earlier.

### **2.4 Safe transportation strategy**

Safe transportation options must be promoted to event attendees, including persons who are denied entry or removed from the event. Possible safe transportation options to be promoted by the Event Organizer and Event Workers include:

- Arranging designated drivers.
- Using taxis, buses, or other forms of alternate transportation.
- Requesting a friend or relative to assist a person who is or appears to be intoxicated.

The Event Organizer is responsible for notifying the police in the event an apparently intoxicated person attempts to drive a vehicle. The Event Organizer must remain on the premises until all attendees have left the City Property where the event is located.

## **2.5 Mandatory signage**

Event Organizers are required to post signs at their Events in accordance with the guidelines of the Alcohol and Gaming Commission of Ontario, *Liquor Licence and Control Act* and the Municipal Alcohol Policy. Signage requirements include:

- Special Occasion Permit or Caterer's Endorsement (acquired from the Alcohol and Gaming Commission of Ontario)
- Risk of Fetal Alcohol Spectrum Disorder (available on Alcohol and Gaming Commission of Ontario website)
- Service Guidelines
- Canada's Guidance on Alcohol and Health
- Signage clearly distinguishing between the designated alcohol service area and areas in which alcohol is not permitted

Printable signage is available in Appendix C - Signage and on the City website for Event Organizers.

## **Section 3: Illegal alcohol consumption on City Property**

It is illegal to consume alcohol on City Property without an Alcohol and Gaming Commission of Ontario issued Special Occasion Permit, Caterer's Endorsement, or Liquor Sales Licence, and without prior approval for the use of City Property for an event with alcohol. This includes alcohol consumption in:

- Arena dressing rooms
- Recreation facilities and sports fields (e.g., ice surfaces, soccer fields, baseball diamonds, cricket fields)
- Municipal streets and parking lots
- Parks and beaches

Illegal alcohol consumption on City Property leads to the normalization of alcohol consumption among at-risk and vulnerable populations (e.g., children and youth) and increases risk to public health and safety, including impaired driving, injury, drowning, or death. Illegal consumption of alcohol on City Property will not be tolerated and will be dealt with by City Staff in accordance with the RZone Respectful Environments Policy.

Alcohol consumption outside of the Designated Service Area at an event with alcohol is considered illegal alcohol consumption. Event Organizers are required to ensure alcohol remains in the Designated Service Area at their event and to address illegal alcohol consumption in accordance with the procedures outlined in Section 4: Compliance and enforcement.

## **Section 4: Compliance and enforcement**

### **4.1 Responding to illegal alcohol consumption on City Property**

#### **4.1.1 Role of Event Organizers**

Event Organizers are required to maintain control of their event, and ensure alcohol remains in the Designated Service Area. Upon witnessing illegal alcohol consumption, the Event Organizer should:

- Assess the situation to determine if police need to be contacted immediately.
- Without jeopardizing safety, advise the identified party to stop the activity immediately and/or direct them to leave the property.
- Inform identified parties who do not co-operate that they are now trespassing and call the Police.
- Wait for the police to arrive. Do not engage in argument or physical confrontation.
- Inform onsite City Staff of the incident. If there are no onsite City Staff, inform the City department having jurisdiction over the facility that police and/or emergency responders were called to the event, and/or there was a violation to the Municipal Alcohol Policy within two days of the event ending.

#### **4.1.2 Role of City Staff**

Where City Staff within the division having jurisdiction over the property observe or are made aware of illegal alcohol consumption on City Property, including alcohol consumption outside of Designated Service Area by guests attending an event where alcohol is being served, City Staff will respond to and address the situation in accordance with the City's RZone Respectful Environments Policy.

Upon witnessing illegal alcohol consumption, City Staff should:

- Assess the situation to determine if police need to be contacted immediately.
- Without jeopardizing safety, advise the identified party to stop the activity immediately and/or direct them to leave the property.
- Inform identified parties who do not co-operate that they are now trespassing and call the Police.
- Wait for the police to arrive. Do not engage in argument or physical confrontation.
- Advise their People Leader or on call Supervisor of the incident as soon as possible.
- Prepare and send the RZone incident report to their People Leader, cc'ing the Manager and Director on the email.

If City Staff are made aware of illegal alcohol consumption on City Property but the identified individual is no longer on the premises, City Staff should:

- Document the occurrence based on the witness(es) account.
- Prepare and send the RZone incident report to their People Leader, cc'ing the Manager and Director on the email.

People Leaders are required to review RZone incident reports within 48 hours of receipt, determine the level of occurrence, and follow up appropriately as outlined by the RZone Enforcement Guideline.

### **4.1.3 Role of the Public**

Members of the public are encouraged to report illegal alcohol consumption on City Property to any onsite City Staff. If no City Staff are present, members of the public are encouraged to contact the police and complete the City's RZone Respectful Environments Policy report form available on the [City website](#) for tracking and monitoring purposes.

## **4.2 Event management infractions**

### **4.2.1 Failure to comply**

It is the Event Organizer's responsibility to comply with the provisions of the *Liquor Licence and Control Act*, the terms and conditions in their agreements with the Alcohol and Gaming Commission of Ontario, the Municipal Alcohol Policy, and in any other agreement with the City.

Where there has been a failure to comply with the *Liquor Licence and Control Act*, the police or the Alcohol and Gaming Commission of Ontario may intervene or terminate the event at their discretion. The City of Hamilton may similarly cancel, intervene in, or terminate the event for violations of the *Liquor Licence and Control Act*, the Municipal Alcohol Policy, or any other agreement with the City.

During corrective action or event termination, it remains the responsibility of the Event Organizer to manage the event and to take appropriate actions, including ending the event, vacating City Property, maintaining insurance and any conditions of insurance, and providing safe transportation options. Regardless of the reason for termination of the event, the City will not be responsible for any compensation to the Event Organizer, affected persons, or their resulting financial losses.

### **4.2.2 Penalties**

The General Manager of the Division having jurisdiction over the City Property, or their designate, will inform the Event Organizer and any organization they represent where there has been a violation of the Municipal Alcohol Policy or any other agreements with the City, and of any imposed consequences or penalties via registered letter.

Consequences for failure to comply may include, but are not limited to:

- Termination of the event.
- Loss of privilege to hold a future event involving alcohol on City Property.
- Loss of privilege to use or rent any or all City Properties for any term.
- Reimbursement to City for all costs associated with property damage repairs, including an administration fee, labour and material costs, and any lost revenue. Where appropriate, the individual(s) may be required to repair the damage.

Penalties may apply to Event Organizers as well as any persons responsible for property damage or involved in the infractions.

#### **4.2.3 Duty to report**

The Event Organizer has a duty to report to City Staff no more than two days after the conclusion of the event any incident where:

- Bodily injury or property damage has occurred.
- Police and/or emergency responders have been called to the event.
- The Alcohol and Gaming Commission of Ontario has made a report on any incident or violation under the *Liquor Licence and Control Act*
- The Event Organizer is aware or has been made aware of any *Liquor Licence and Control Act* or Municipal Alcohol Policy violations.

If the City Property becomes unsafe for use, the Event Organizer must:

- Make an immediate report to City Staff.
- Take all necessary steps to protect patrons, including removing people, erecting barriers, giving warnings, and/or providing any other protection needed until City Staff take control over the unsafe area.

## **Section 5: Alcohol advertising on City Property**

Alcohol advertising is prohibited on City Property, except at the following places and events:

- Events with Special Occasion Permits or Caterer's Endorsements not targeted to youth.
- Premier entertainment venues (e.g., Tim Horton's Field, FirstOntario Centre, FirstOntario Concert Hall, Hamilton Convention Centre).
- City Properties with an Alcohol and Gaming Commission of Ontario-issued Liquor Sales Licence.

Advertising at exempt locations and events must comply with the [Alcohol and Gaming Commission of Ontario's liquor advertising policies and guidelines](#). Additionally, advertising and marketing practices that promote increased alcohol consumption, such as oversized drinks, drinking contests, and volume discounts, are prohibited at exempt locations and events.

Furthermore, for events with Special Occasion Permits or Caterer's Endorsements, advertising alcoholic beverage names, brands, or manufacturers outside the Designated Service Area is prohibited if youth are allowed entry, and the event is **not** in a premier entertainment venue.

## **Section 6: Policy implementation and support**

The Municipal Alcohol Policy will come into effect on October 1, 2025, and will undergo a review every 5 years or as required based on changes within the industry standard or legislative requirements. A call for review can be initiated by Corporate Facilities, Healthy and Safe Communities (including Public Health Services and Community Services), Planning and Economic Development, or Public Works.

The signage and resources included in Appendix C – Signage and Appendix D – Resources will be regularly monitored and updated by Community Services to support Event Organizers in implementing the Municipal Alcohol Policy & Operating Standards and Procedures.

## Appendix A – Designated properties list

<b>Municipal Alcohol Policy &amp; Operating Standards and Procedures</b>	
<b>City of Hamilton Designated Properties List</b>	
<b>Alcohol-Related Events Under Special Occasion Permit or Caterer's Endorsement</b>	
<b>Permissible</b>	
Only the rooms clearly identified below will be considered permissible. All other spaces within the identified properties are not permissible	
<b>Property</b>	<b>Room</b>
<b>Arenas</b>	
Chedoke Twin Pad Arena	Arena Floor 1 (Olympic)
Chedoke Twin Pad Arena	Arena Floor 2 (NHL)
Chedoke Twin Pad Arena	Multi-Use Space (Bocce)
Chedoke Twin Pad Arena	Chedoke Room
Harry Howell Arena	Arena Floor 1
Harry Howell Arena	Arena Floor 2
Harry Howell Arena	Upper Meeting Room
Harry Howell Arena	Community Room
Dave Andreychuk Mountain Arena	Arena Floor (Hockey)
Dave Andreychuk Mountain Arena	Lounge - Upper
Dave Andreychuk Mountain Arena	Community Room (Lower)
Glanbrook Arena	Arena Floor
Glanbrook Arena	Auditorium
Glanbrook Arena	Mezzanine
J. L. Grightmire Arena	Arena Floor
J. L. Grightmire Arena	Hockeyville Lounge
Morgan Firestone Arena	Arena Floor 1 (Olympic)
Morgan Firestone Arena	Arena Floor 2 (NHL)
Morgan Firestone Arena	Community Room
<b>Community Halls</b>	
Millgrove Community Centre	Hall
Sheffield Community Centre	Hall
Valens Community Centre	Hall
Mohawk Sports Park	Club House (for Hamilton Hornets Rugby Club)
<b>Museums and Historical Sites</b>	
Ancaster Old Town Hall	Main Hall
Dundurn National Historic Site	Coach House, Pavilion and Grounds
Hamilton Museum of Steam and Technology	Woodshed, Grounds

Whitehern Historic House and Garden	Stable, Grounds
Fieldcote Memorial Park and Museum	Main Lawn
Battlefield Historic House and Park	Grandview, Pavilion, Grounds
Magnolia Hall	Main Hall
<b>Parks</b>	
City-Wide or Community Parks	Requests for Parks within this classification can apply through the SEAT process for events with alcohol and permission will vary depending on size of function.
<b>Recreation Centres</b>	
Ancaster Rotary Centre	Community Room 2/3
Ancaster Rotary Centre	Gymnasium
Bernie Morelli Recreation Centre	Café (Lounge)
Bernie Morelli Recreation Centre	Gymnasium
Dundas Lions Memorial Community Centre	Gymnasium
Dundas Lions Memorial Community Centre	Community Room
Dundas Lions Memorial Community Centre	Juravinski Hall
Sackville Hill Seniors Centre	Meeting Room
Sackville Hill Seniors Centre	Fireside Lounge
Sackville Hill Seniors Centre	Gymnasium



<b>Municipal Alcohol Policy &amp; Operating Standards and Procedures</b>	
<b>City of Hamilton Designated Properties List</b>	
<b>Alcohol-Related Events Under Special Occasion Permit or Caterer's Endorsement</b>	
<b>Not Permissible</b>	
<b>Property</b>	<b>Room</b>
<b>Arenas</b>	
Coronation Arena	No permissible areas
Beverly Arena	No permissible areas
Carlisle Arena	No permissible areas
Eastwood Arena	No permissible areas
Inch Park Arena	No permissible areas
Bill Friday Lawfield Arena	No permissible areas
Rosedale Arena	No permissible areas
Stoney Creek Arena	No permissible areas
Westoby Olympic Arena	No permissible areas
Pat Quinn Parkdale Arena	No permissible areas
Spring Valley Arena	No permissible areas
Saltfleet Arena	No permissible areas
<b>Community Halls</b>	
Carlisle Memorial Hall	No permissible areas
Beverly Township Hall	No permissible areas
Beasley Community Centre	No permissible areas
Simone Hall	No permissible areas
Sealey Park Hall	No permissible areas
Churchill Park Clubhouse	No permissible areas
Eastmount Community Centre	No permissible areas
Greensville Community Centre	No permissible areas
Mt Hope Community Hall	No permissible areas
Binbrook Memorial Hall	No permissible areas
Beverly Community Centre	No permissible areas
Waterdown Memorial Hall	No permissible areas
Winona Scout Hall	No permissible areas
Winona Seniors Club	No permissible areas
Club 60 Senior Club	No permissible areas
Victoria Park Clubhouse	No permissible areas
Main Hess Seniors Club	No permissible areas
Warden Park Seniors Club	No permissible areas
Woodburn Memorial Hall	No permissible areas
Alexander Park Clubhouse	No permissible areas

<b>Municipal Service Centres</b>	
Dundas Town Hall	No permissible areas
Flamborough Town Hall	No permissible areas
Glanbrook Town Hall	No permissible areas
Hamilton City Hall	No permissible areas
Stoney Creek City Hall	No permissible areas
<b>Museums and Historical Sites</b>	
Auchmar	No permissible areas
Battlefield House Museum and Park	Nash Jackson ground and second floor, Gage House, Monument, grounds
Dundurn National Historic Site	Dundurn Castle, Hamilton Military Museum, Cockpit, Gardener's Cottage
Fieldcote Memorial Park and Museum	House
Hamilton Children's Museum	No permissible areas
Hamilton Museum of Steam and Tech	1859 Pumphouse, 1859 Boilerhouse, 1913 Pumphouse
Whitehern Historic House and Garden	House
<b>Recreation Centres</b>	
Ancaster Aquatic Centre	No permissible areas
Ancaster Senior Achievement Centre	No permissible areas
Bennetto Recreation Centre	No permissible areas
Central Memorial Recreation Centre	No permissible areas
Dalewood Recreation Centre	No permissible areas
Dominic Agostino Riverdale Recreation Centre	No permissible areas
Dundas Community Pool	No permissible areas
Flamborough Seniors Centre	No permissible areas
H.G. Brewster Pool	No permissible areas
Hill Park Recreation Centre	No permissible areas
Huntington Park Recreation Centre	No permissible areas
Jimmy Thompson Pool	No permissible areas
Main Hess Seniors	No permissible areas
Norman Pinky Lewis Rec. Ctr.	No permissible areas
Rosedale Bocce Club	No permissible areas
Ryerson Recreation Centre	No permissible areas
Sam Manson Bocce Club	No permissible areas
Sir Allan MacNab	No permissible areas
Sir Wilfrid Laurier Recreation Centre	No permissible areas
Sir Winston Churchill Recreation Centre	No permissible areas
Valley Park Recreation Centre	No permissible areas
Stoney Creek Community Centre	No permissible areas
Warden Park Senior's Club	No permissible areas

Winona Community Centre	No permissible areas
Westmount Recreation Centre	No permissible areas
<b>City owned road allowance</b>	<b>*Events of municipal significance can be requested through the General Manager of Public Works</b>

## Appendix B – Decision making framework for Risk Assessment

Event Criteria	Considerations	Potential Risk Mitigation Conditions
Event location	<ul style="list-style-type: none"> <li>Child, youth, and family focused facility</li> <li>Heritage sites</li> <li>Indoor or outdoor</li> <li>Proximity to other activities</li> <li>Size of space</li> <li>Neighbourhood impacts</li> </ul>	<ul style="list-style-type: none"> <li>Modified event hours</li> <li>Damage deposit</li> <li>Require additional Event Workers (e.g., Security Personnel)</li> <li>Event dispersal plan/ transportation plan</li> <li>Alternative location</li> <li>Limiting or declining alcohol related activities</li> </ul>
Event Organizer	<ul style="list-style-type: none"> <li>Professional training and experience</li> <li>Association with an organization or business</li> <li>Experience hosting events on City Property</li> <li>Incident history</li> </ul>	<ul style="list-style-type: none"> <li>Require additional onsite City Staff or Event Workers</li> <li>Require all Event Workers to have Alcohol and Gaming Commission of Ontario-approved Server Training</li> <li>Require additional staffing fee to cover the costs of a minimum of two City Staff on site</li> <li>Limiting or declining alcohol-related activities</li> </ul>
Event type	<ul style="list-style-type: none"> <li>Concert, festival</li> <li>Events by invitation (Baby/Wedding shower, birthday, retirement, receptions)</li> <li>Tournaments</li> <li>Public Event</li> </ul>	<ul style="list-style-type: none"> <li>Insurance requirements</li> <li>Indemnification wording in contract</li> <li>Modified event hours</li> <li>Wristband requirements</li> <li>Require additional onsite City Staff or Event Workers</li> <li>Require all event workers to have Alcohol and Gaming Commission of Ontario-approved Server Training</li> <li>Require additional staffing fee to cover the costs of a minimum of two City Staff on site</li> <li>Event dispersal plan/ transportation plan</li> <li>Limiting or declining alcohol-related activities</li> </ul>
Hours	<ul style="list-style-type: none"> <li>Number of onsite staff</li> <li>Neighbourhood impacts</li> <li>Existing programming at facility</li> </ul>	<ul style="list-style-type: none"> <li>Require additional onsite City Staff or Event Workers</li> <li>Require all Event Workers to have Alcohol and Gaming Commission of Ontario-approved Server Training</li> <li>Require additional staffing fee to cover the costs of a minimum of two City Staff on site</li> <li>Event dispersal plan/ transportation plan</li> <li>Limiting or declining alcohol-related activities</li> </ul>
Anticipated attendance	<ul style="list-style-type: none"> <li>Size of event</li> <li>Age/maturity of participants</li> </ul>	<ul style="list-style-type: none"> <li>Wristband requirements</li> <li>Additional onsite City Staff or Event Workers</li> <li>Limiting or declining alcohol-related activities</li> </ul>
Proximity to water	<ul style="list-style-type: none"> <li>Proximity to water</li> <li>Open water or pool</li> </ul>	<ul style="list-style-type: none"> <li>Secure access to water</li> <li>Host event when there is no access to water</li> </ul>

	<ul style="list-style-type: none"> <li>• Access to water by attendees</li> <li>• Water-based activities (boating, swimming, fishing)</li> </ul>	<ul style="list-style-type: none"> <li>• Require additional City Staff or Event Worker(s)</li> <li>• Require additional staffing fee</li> <li>• Erect temporary barriers around Designated Service Areas</li> <li>• Modified event hours</li> <li>• Limiting or declining alcohol-related activities</li> </ul>
Event elements	<ul style="list-style-type: none"> <li>• Live music</li> <li>• Staging</li> <li>• Motorized vehicles</li> <li>• Petting zoos</li> <li>• Ice surfaces</li> <li>• Dunk tanks</li> <li>• Fireworks</li> </ul>	<ul style="list-style-type: none"> <li>• Site plan modifications</li> <li>• Erect temporary barriers around Designated Service Areas</li> <li>• Additional insurance requirements</li> <li>• Indemnification language in contract</li> <li>• Require additional City Staff or Event Worker(s)</li> <li>• Require additional staffing fee</li> <li>• Wristband requirements</li> <li>• Limiting or declining alcohol-related activities</li> </ul>

## **Appendix C – Signage**

Most required signage is included below. Additional mandatory signage from the Alcohol and Gaming Commission of Ontario can be found on their website.

# SERVICE GUIDELINES

- Drinks without alcohol are available.
- Servers reserve the right to refuse service.
- Servers are prohibited from selling or serving alcohol to participants under 19 years of age.
- Proper identification must be presented to event staff when requested.
- Anyone who appears to be intoxicated or at the point of intoxication will be refused entry and/or service.
- Service is limited to two drinks per person at one time.
- Unused tickets can be redeemed at any time during the event.
- No last call will be announced.

Identification must be valid, government-issued, and include a photo and a birth date.

Acceptable forms of identification include:

- Ontario Driver's License
- Canadian Passport
- Canadian Citizenship Card
- Canadian Armed Forces Identification Card
- Bring Your ID (BYID) Card
- Secure Indian Status Card
- Permanent Resident Card
- Photo Card

- The bar will be closed at: \_\_\_\_\_
- For a non-emergency, please call local police at: \_\_\_\_\_
- Name and address of facility: \_\_\_\_\_
- Concerns about the event can be directed to the Event Organizer:  
\_\_\_\_\_

**Ask your server about safe transportation options**

# LESS IS BETTER

## WHEN IT COMES TO ALCOHOL

### WHAT DOES CANADA'S GUIDANCE ON ALCOHOL AND HEALTH SAY?



0 Standard Drinks/  
Week — No Risk



1-2 Standard Drinks/  
Week — Low Risk



3-6 Standard Drinks/  
Week — Moderate



7+ Standard Drinks/  
Week — High Risk

Having 2 or more standard drinks per night increases your risk of short-term harms like falls and other injuries.

### WHAT IS A STANDARD DRINK?



Beer

341 mL (12 oz.)  
at 5% alcohol



Wine

142 mL (5 oz.)  
at 12% alcohol



Coolers or Ciders

341 mL (12 oz.)  
at 5% alcohol



Spirits

43 mL (1.5 oz.)  
at 40% alcohol

### WHAT CAN YOU DO TO REDUCE HARMS WHILE DRINKING?

**Eat** before and while you drink — Having food in your stomach slows the absorption of alcohol

**Drink water** in-between alcoholic drinks

**Don't mix** alcohol and cannabis — Using both can increase impairment and your risk of intoxication

**Pace yourself** — Take a few sips at a time and try to make each drink last about an hour

**Stop** drinking 1-2 hours before the end of the night

Have a **plan** for getting home safely — Designate a driver, take public transit, or call a cab/rideshare



# NO ALCOHOL BEYOND THIS POINT



# NO ALCOHOL PERMITTED



## Appendix D – Resources

### Useful links

[Alcohol and Gaming Commission of Ontario](#)

- [Special Occasion Permit Guide](#)
- [Risk of Fetal Alcohol Spectrum Disorder sign](#)

[City of Hamilton's RZone Respectful Environments Policy and online reporting form](#)

[Liquor Licence and Control Act, S. O. 2019. c.15, Sched. 22](#)



## City of Hamilton Report for Consideration

**To:** Chair and Members  
Public Health Sub-Committee

**Date:** April 28, 2025

**Report No:** BOH25009

**Subject/Title:** Participation in the 2025 Association of Local Public Health Agencies (alPHA) Annual General Meeting and Conference

**Ward(s) Affected:** (City Wide)

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### Recommendations

- 1) That the following Public Health Sub-Committee members **BE DESIGNATED** as City of Hamilton representatives at the 2025 Association of Local Public Health Agencies (alPHA) Annual General Meeting and Conference:
  - (a) TBD
  - (b) TBD
- 2) That Dr. Elizabeth Richardson, Medical Officer of Health, and Dr. Brendan Lew, Associate Medical Officer of Health, **BE DESIGNATED** as City of Hamilton Public Health Services representatives at the 2025 Association of Local Public Health Agencies (alPHA) Annual General Meeting and Conference;
- 3) That all City of Hamilton designated representatives **BE GRANTED** voting privileges at the 2025 Association of Local Public Health Agencies (alPHA) Annual General Meeting and Conference; and,
- 4) That costs associated with Public Health Sub-Committee representatives' participation in the 2025 Association of Local Public Health Agencies (alPHA) Conference **BE BILLED** to Account 56305 – Councillor's Conferences, to come from 2025 Public Health Services budget gapping.

## **Key Facts**

- The purpose of this report is to inform identification of City of Hamilton representatives at the Association of Local Public Health Agencies (alPHA) Annual General Meeting and Conference June 18, 2025 to June 20, 2025;
- This annual gathering brings together Board of Health members and senior public health leaders from across the province to discuss organizational matters and pressing issues facing public health in Ontario;
- In previous years, senior leaders from Public Health Services attended the meeting together with one or two representatives from the Board of Health; and,
- Given the shifting Board of Health governance structure in Hamilton, it is recommended that the Public Health Sub-Committee designate one or two Public Health Sub-Committee members to participate in this year's meeting.

## **Financial Considerations**

If approved, all registration and travel costs for Public Health Sub-Committee members, including transportation and accommodation in Toronto for the duration of the conference, would be charged to the General Legislative Budget (300100).

Travel and registration costs for the participation of Dr. Elizabeth Richardson and Dr. Brendan Lew would be covered through Public Health Services' budget.

## **Background**

The Association of Local Public Health Agencies (alPHA) is a not-for-profit organization that provides leadership to Ontario's Boards of Health. The Association of Local Public Health Agencies (alPHA) represents all of Ontario's 29 boards of health, medical officers and associate medical officers of health, and senior public health managers in each of the public health disciplines – nursing, inspections, nutrition, dentistry, health promotion, epidemiology, and business administration. As public health leaders, the Association of Local Public Health Agencies (alPHA) advises and lends expertise to members on the governance, administration, and management of health units. The Association also collaborates with governments and other health organizations, advocating for a strong, effective, and efficient public health system in the province. Through policy analysis, discussion, collaboration, and advocacy, the Association of Local Public Health Agencies (alPHA)'s members and staff act to promote public health policies that form a strong foundation for the improvement of health promotion and protection, disease prevention and surveillance services in all of Ontario's communities.

## **Analysis**

Each year, the Association of Local Public Health Agencies (alPHA) holds an Annual General Meeting and Conference to bring together its membership to discuss the latest developments from the province affecting public health and some of the challenges and opportunities impacting Boards of Health locally. In 2025, the Association of Local

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Public Health Agencies (alPHA) Annual General Meeting and Conference will be held on June 18, 2025 to June 20, 2025 at the Pantages Hotel in Toronto.

The Board of Health designates representatives of the City of Hamilton to participate in this meeting each year. In the past, this has often been two senior leaders from Public Health Services and one or two Board of Health members.

Given the ongoing governance restructuring of Hamilton's Board of Health, this year it is recommended that one to two members of the Public Health Sub-Committee are designated to represent Hamilton, along with the Medical Officer of Health and the Associate Medical Officer of Health.

As part of this meeting, Board of Health members are invited to submit resolutions for consideration at the Annual General Meeting & Resolutions Session, which are then voted on by the participating membership. The deadline for submission of resolutions is May 5, 2025. Given the limited time, this could be considered for the 2026 conference.

## **Alternatives**

Although there is participation from across the province, the Association of Local Public Health Agencies (alPHA) Annual General Meeting and Conference is not a mandatory event for Boards of Health. Public Health Sub-Committee could choose not to designate any representatives for this event.

## **Relationship to Council Strategic Priorities**

The recommendations in this report support the following 2022-2026 Council Priorities, Outcomes, and Measures of Success:

3. Responsiveness & Transparency
  - 3.3. Build a high performing public service

The Association of Local Public Health Agencies (alPHA) Annual General Meeting and Conference provides an important opportunity to connect with other Boards of Health from around the province to share experiences and align direction on key public health issues. This opportunity for knowledge exchange and alignment allows the Board of Health to learn from the experiences and innovations of other health units to ensure the best public health services are provided to the Hamilton community.

## **Previous Reports Submitted**

Not Applicable.

## **Consultation**

Not Applicable.

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## **Appendices and Schedules Attached**

Not Applicable.

**Prepared by:**

Katherine Pizzacalla, Senior Policy Advisor  
Public Health Services, Healthy Families Division,  
Planning & Competency Development

**Submitted and  
recommended by:**

Dr. Elizabeth Richardson, MD, MHSc, FRCPC  
Medical Officer of Health  
Public Health Services, Office of the Medical Officer of Health  
Healthy and Safe Communities, Public Health Services

# CITY OF HAMILTON

## MOTION

Public Health Sub-Committee: April 28, 2025

**MOVED BY A. JOSEPH.....**

**SECONDED BY.....**

### **Embedding Health Equity Methods and Analysis across Hamilton Public Health Reporting**

WHEREAS, The Terms of Reference for Public Health Sub-Committee states responsibilities, to consider and recommend to Council policies governing equitable service delivery of Public Health Services, to consider and monitor program implementation and performance through staff reports and to steward relevant public health legislation when providing advice and guidance to Public Health Services, including the Ontario Public Health Standards: Requirements for Programs, Services, and Accountability, the Health Equity Guideline, 2018, and the Relationship with Indigenous Communities Guideline, 2018; and

WHEREAS, Health Equity is a priority for Hamilton Public Health Services and “Enhancing the collection and use of data on the social determinants of health for Hamiltonians”, “Increasing engagement with priority populations in identifying and addressing health inequities and collaborate with community partners”, “Engaging with Indigenous communities and organizations to guide & support us with the development and delivery of culturally safe public health services” and, “Measuring and demonstrating the impact of programs on health inequities in our community”<sup>1</sup> have been reported as areas of focus for Hamilton Public Health Services.

THEREFORE, BE IT RESOLVED:

That Hamilton Public Health Services require the collection of and analysis of sociodemographic, health equity data in all future health reports where immediately applicable and prepare and present a plan for the collection of such data where relevant health equity data is currently absent with a community engaged approach.

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<sup>1</sup> [filestream.ashx](#) slide 13



# CITY OF HAMILTON

## MOTION

Public Health Sub-Committee: April 28, 2025

**MOVED BY A. JOSEPH.....**

**SECONDED BY.....**

**Mobilizing Hamilton Public Health Knowledge to Maximize Positive Health Impacts**

WHEREAS, Hamilton Public Health Services prepares and presents Hamilton’s Community Health Status Report annually as well as regular Public Health reports on priority health issues;

WHEREAS, Hamilton’s Community Health Status Report and regular public shealth reports contain important public health information relevant to Hamilton’s population with respect to general health, mortality, preventable deaths, mental health, infectious diseases, social circumstances influencing health, substance use, injury and violence, chronic disease, environment and health etc;

WHEREAS, Hamilton’s Community Health Status Report, “is part of our commitment to provide information so that as a community we can better understand the health of Hamiltonians. That includes the underlying social circumstances that influence health, such as education, housing, income, racism and social exclusion. By being better informed, and working together, we can improve health for all”<sup>1</sup>;

WHEREAS, the World Health Organization has recognized disinformation as a threat to public health and has recommended strategies to tackle the negative health impacts of misinformation and disinformation, which include, “promoting trusted sources of information and voices of authority”<sup>2</sup>; and

WHEREAS, the Health Protection and Promotion Act identifies that “Health promotion, health protection and disease and injury prevention”<sup>3</sup> are among the mandatory health programs and services required by every board of health.

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<sup>1</sup> [filestream.ashx](#)  
<sup>2</sup> [WER9904-38-48.pdf](#)  
<sup>3</sup> [Health Protection and Promotion Act, R.S.O. 1990, c. H.7 | ontario.ca](#)

THEREFORE, BE IT RESOLVED:

That Hamilton Public Health Services explore and report back on a strategy to share, on a regular basis, relevant and important public health information to the Hamilton Community, via online, print, campaigns, to mobilize current, factual, Hamilton Public Health information with the goal of countering the negative health consequences of misinformation and disinformation.