

## COMMUNITY ENGAGEMENT

- Victims and Survivors of Crime Week (VSCW) is an annual outreach initiative of the Justice Canada Policy Centre for Victim Issues (PCVI). The year 2016 was the 7th year that the Victim Services Branch received funding from the Department of Justice Canada to host a community ceremony honouring victims of crime. Hamilton Police Service Victim Services Branch, in partnership with MADD Canada, presented a workshop on “Death Notification” on May 30, 2016 as part of National Victims and Survivors of Crime Week.
- Participated in the following community events: HPS Police in the Park, Urban Core Health Fair, Soaring Spirit 20<sup>th</sup> National Aboriginal Day Festival, Ancaster Volunteer Seniors Fair, November’s Woman Abuse Prevention Month and May’s Sexual Assault Prevention Month workshops and public campaign launches.
- McMaster University BSW student was provided with a field placement practicum in the Victim Services Branch.
- Eight HPS Cadets completed the Victim Service Branch volunteer training program as part of their Cadet program.



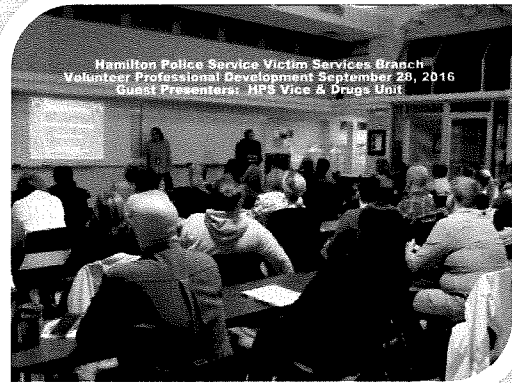
VSB Volunteers Barb Henderson at the Urban Core Health Fair (photo at left) and Gillian Schaible and Navin Mullis at the 20<sup>th</sup> National Aboriginal Day Festival.

*“I had to hold the scene for an extended period, and the volunteers remained there to assist the driver until the scene was cleared and the driver was able to move on. Their assistance with this call is very much appreciated. I could see a marked difference, a notable improvement, in the expression and emotional state of the driver after speaking with the victim services volunteers.”*

*PC Lubin*

## VOLUNTEER ENGAGEMENT & SUCCESS

- Ontario Volunteer Service Awards were presented to Victim Services Branch volunteers at a spring banquet hosted by the Ministry of Citizenship and Immigration.
- Volunteers were invited to the Hamilton Police Awards evening and Victim Service Branch volunteers were recognized for their 5, 10, 15 milestone years of service.
- Commendations, photos and thank you cards presented throughout the year to acknowledge the value of volunteers' contributions to the Branch and the citizens in our communities.
- Twelve week training program to 52 new volunteer recruits from January to April.
- Quarterly Professional Development training for all volunteers featuring calls presented by their colleagues and guest presenters on community resources.
- Re-developed the previous "Volunteer Orientation Manual" to a more current "Values, Guiding Principles & Standards of Practice".
- Eleven Victim Services Branch volunteers hired by law enforcement agencies.



VSB Volunteer PD September 2016 with HPS Vice & Drugs as guest presenters.

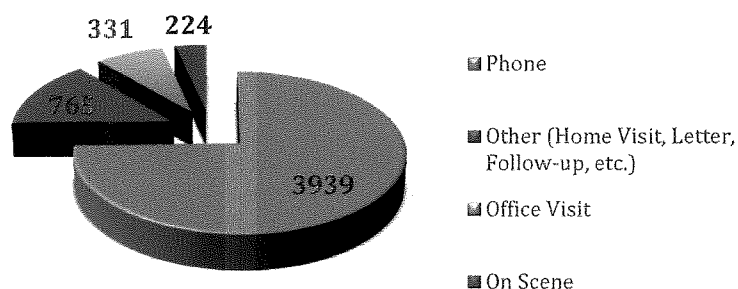
## COMMITTEE & COMMUNITY WORK

1. Emergency Preparedness Advisory Committee for City of Hamilton
2. High Risk Domestic Violence Community Advisory Team
3. Trauma Informed Care Committee
4. Hamilton Anti-Human Trafficking Coalition
5. Women's Services Advisory Committee to the Chief
6. Emergency Women's Shelters Protocol Committee
7. Sexual Offences/Domestic Abuse Review Team (SODART)
8. Women Abuse Working Group and Public Awareness and Education Committees (WAWG)
9. Presentations to St. Martin's Manor, Inasmuch House and St. Joseph's Healthcare.

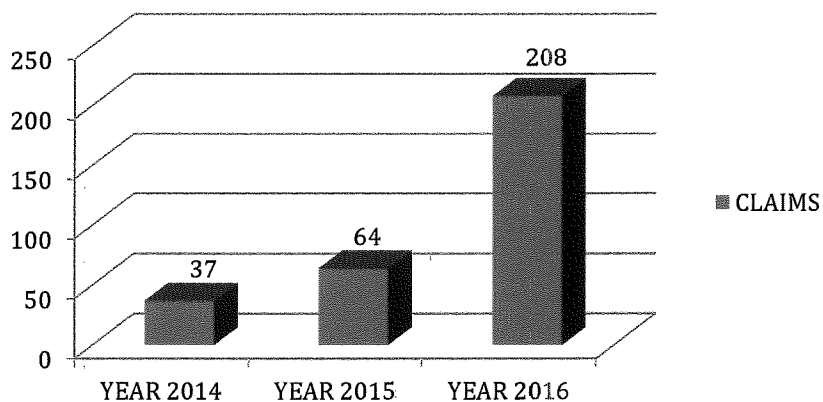
## VICTIM ASSISTANCE & METHODS OF CONTACT

In 2016, the Victim Services Branch assisted 2,057 new victims and had 5,259 total contacts with victims (includes new and existing clients). For many victims, contact is only on one occasion while others may be numerous depending on their needs. Victimization may have occurred recently or historically. Not all victims request or need on scene crisis intervention.

**Method of Victim Contacts 2016**  
Statistics from NovaBrain



## VQRP CLAIMS



Processed 208 claims through the Victim Quick Response Program in 2016 e.g. door repairs, cell phone replacement, accommodation, transportation, crime scene clean up, counselling, homicide funerals, etc.

"This service has helped me greatly. Staff are very helpful." • "Felt like my personal experience was important. Great staff." • "I could not have done it on my own. Thank you for all the help." • "...organized, professional and compassionate..." • "The staff are extremely compassionate and caring and helped me through the process." • "This service was extremely helpful, thank you." • "I don't think I could have done this on my own. Great program...well needed." • "I have never had this much help in 44 years of my life." • "I was also impressed and appreciative of the help I received in keeping my kids happy and occupied during my appointment."

*Quotes from Client Satisfaction Surveys*

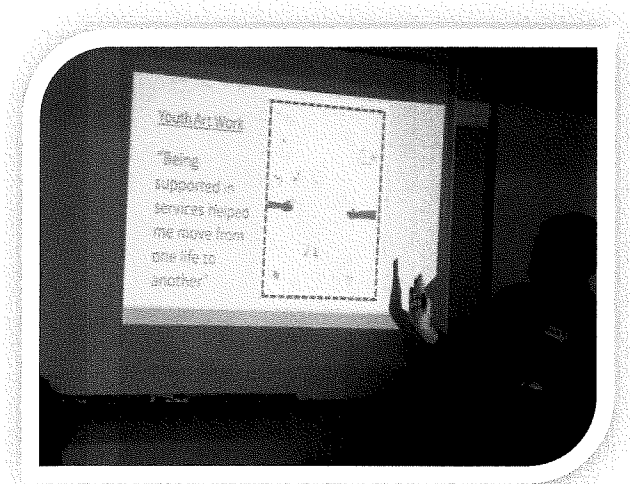
#### VICTIM SERVICES BRANCH SUPPORT TO HAMILTON POLICE SERVICE UNITS

The Victim Services Branch strives to support all areas of the Hamilton Police Service. The following are examples:

- **Domestic Violence Unit (DVU):** Ongoing teamwork regarding High Risk Offenders & Victims.
- **Bail Support Unit:** Continue to support Ministry of the Attorney General & Bail Support when Victim Witness Assistance Program is closed (after-hour support).
- **Homicide Unit:** Crisis response to families of homicide and child deaths under five years.
- **Patrol/CID:** Crisis response on scene.
- **Sexual Assault Unit:** Support to victims in office during interviews and to follow-up with victims to ensure appropriate community resources and supports are in place.
- **Training Branch – Domestic Violence Officer, Recruit, Major Case Management and safeTALK:** Provided training to Officers during these courses; collaborated on the development of a Victim Services Branch training video for front line Officers.
- **Vice & Drugs Unit:** Coordinated response with Vice Unit to assist victims of human trafficking and individuals involved in sex work.
- **Community Mobilization Unit Crime Prevention Branch:** Victim Services Branch works collegially with Crime Prevention Branch to access and schedule safety audits (CPTED) for victims of crime/trauma.
- **HPS Members:** Victim Services Branch is designated as LGBTQ Positive Space for HPS members.

## TRAINING OPPORTUNITIES

Staff and/or volunteers attended: Gender Based Violence, Risk Assessment & Management; Mental Health First Aid; Sexual Violence and Harassment Action Plan Conference; Human Trafficking workshop; IMS Refresher Course; Engaging Men in Gender Based Violence; A Collaborative Response to Domestic Violence; Is Justice Served? The State of Sexual Assault and the Law in Canada; Road to Mental Readiness; Trauma Informed Training; Resilience – Reflection – Re-Charge, OWLE; Living Works Trainers Conference; Global Symposium on Violence Prevention; Honour Based Violence; Day of Learning with Farrah Khan and Deepa Mattoo; Death Notification Training, MADD Canada.



Guest Presenter Loretta Hill-Finamore, Director, Good Shepherd Youth Services Notre Dame House at the March 2016 Lunch and Learn community awareness workshop on Hamilton youth. With appreciation to the youth who shared their story through their art work depicted in this photo.

## GOAL 1.1 IMPLEMENT EFFECTIVE AND INNOVATIVE APPROACHES FOR THE HAMILTON POLICE SERVICE TO RESPOND TO CRIME, SAFETY AND QUALITY OF LIFE ISSUES

- Victim Services continues to administer and coordinate the Department of Justice "Victims Fund – Measures to Address Prostitution"
- Hosted a Lunch and Learn "Focus on Hamilton Youth" for community service providers.
- Provided direct benefits to persons seeking supports to exit sex work e.g. assistance with transportation, accommodation, personal needs, etc.
- Implemented a promotional campaign offering supports to persons involved in sex work e.g. billboard, newspaper ads, posters, etc.
- Implemented the creation of "hotel bags" for victims of human trafficking. Bags include personal hygiene items, pajamas, blanket, and socks and underwear. Vice Detectives can access the bags in the VSB office after-hours and provide to victims of human trafficking.

*"These four volunteers assisted with approximately 15 family members who arrived at the hospital and were extremely emotional. Each member assisted with a great deal of professionalism and I cannot give enough thanks for their hard work tonight."*

*PC Woods*

### GOAL 2.3 ENGAGE THE COMMUNITY WITH MEANINGFUL AND VARIED VOLUNTEER OPPORTUNITIES

- Volunteers received Road to Mental Readiness Training.
- Death Notification Training in April was offered in both the day and evening to facilitate volunteers' schedules.
- Volunteers were provided an opportunity to visit the Mounted Patrol Unit to learn about the Unit.
- Training opportunities provided to volunteers to attend workshops on Human Trafficking, Trauma Informed Care, Engaging Men in Gender Based Violence, Day of Learning with Farrah Khan and Deepa Mattoo.
- Volunteers provided in excess of 30,000 hours of on call coverage.
- Volunteers continually provide meaningful work by responding to on-scene requests by Police Officers.
- Volunteer working group created to assist with the script, production and role play for the new Officer training video.
- Volunteers provided 1,533 hours of victim crisis intervention in 2016.

"I would like to say your team did an outstanding job dealing with the multiple family members. They provided excellent resources and allowed the Police to complete necessary duties."

PC Wren, PC Rizzo, Sgt Delconte

### GOAL 3.4 INCREASE TRAINING TO ACHIEVE OUR VISION BY SHARING KNOWLEDGE AND RESOURCES IN OUR COMMUNITIES, FREEING UP TIME FOR TRAINING AND EXPANDING THE TRAINING BUDGET

- Victim Services continues to present to internal members of the Hamilton Police Service and external agencies regarding the role of Victim Services and the Victim Quick Response Program to further inform and promote.
- All Staff Sergeants have received training on Victim Quick Response Program to be able to respond to after-hour calls from volunteer Team Leaders with consultation inquiries regarding program eligibility requirements.
- Cell phones are in the Staff Sergeants' offices to allow Patrol access to disburse where appropriate to support victim's safety.
- In partnership with the Training Branch and Mohawk College, an instructional video on the Victim Services Branch was produced to increase efficiencies for Officer training.
- New displays were installed in each Division's patrol parade/report writing room to feature Victim Services Branch brochures on sudden death, domestic violence, sexual assault, trauma and break and enter.

### CONCLUSION

With a shared purpose of responding to the needs of our community in supporting victims of crime and trauma, the Victim Services Branch of Hamilton Police Service will continue to:

- engage with HPS members to develop programs and resources.
- collaborate and foster opportunities for partnerships with community agencies and stakeholders.



### VICTIM SERVICES BRANCH

#### Who We Are • What We Do

Victim Services has been a Branch of the Hamilton Police Service since 1994. It is the only 24-hour on-scene crisis intervention service for victims of crime and trauma in the City of Hamilton. We respond to the immediate needs of people who have been victimized by crime and/or trauma such as homicides, suicides, sudden death, assaults, sexual assaults, domestic violence, motor vehicle and fire fatalities, robberies, and harassment.

Victim Services Branch staff are full-time civilian members of the Hamilton Police Service and along with specially trained volunteers provide practical assistance, emotional support and referrals for additional community resources.

#### Services: Around-the-Clock Intervention (24/7)

Individuals, families, businesses and organizations receive critical crisis intervention as well as support, information and referrals necessary to assist victims in dealing with the trauma of the incident. We know that the earlier the intervention is activated for a victim, the faster a person will regain control over their life once an incident has occurred.

## HAMILTON POLICE SERVICES BOARD - INFORMATION -

**DATE:** 2017 April 13  
**REPORT TO:** Chair and Members  
Hamilton Police Services Board  
**FROM:** Eric Girt  
Chief of Police  
**SUBJECT:** *Five Year Statistical Analysis of Fatal Collisions in Hamilton*  
(PSB 17-057)

### **BACKGROUND:**

This report was requested by the Board to summarize all Fatal Motor Vehicle Collisions that have taken place within the City of Hamilton, over the past five (5) years and two (2) months. (2012 – 2016, as well as the first two (2) months of 2017).

This summary analyzes the stated collisions, giving a breakdown of the basic cause and effect and to establish a commonality; if any, that may exist between the action of the drivers and the resulting fatality.

The scope of this report is based on the basic investigative categories available to the Hamilton Police Service, and, as such, is not intended to be a Traffic Engineering Analysis of all factors that may have contributed to said Collisions and resulting fatalities.

The detailed analytical breakdown, including charts and analysis, is contained in the included Appendix "A".

Since 2012, up to and including the first two (2) months of 2017, there have been 83 fatal motor vehicle collisions, in the City of Hamilton, resulting in 90 deaths. Since 2011, up to and including the first two (2) months of 2017, there have been 42 fatal motor vehicle collisions, resulting in 42 deaths on O.P.P. patrolled roadways that are within the boundaries of the City of Hamilton. This totals 125 fatal collisions.

From 2012, up to and including the first two (2) months of 2017, there have been eight (8) fatal motor vehicle collisions on the Lincoln Alexander Expressway (the Linc) and the Red Hill Valley Parkway (RHVP).



Throughout Canada, in 2014 (the most recently available National Statistics) there were 1,667 fatal collisions. Nationally the rate of road fatalities per 100,000 is 5.2, in Ontario that number is 3.5. (Source: Transport Canada, *Canadian Motor Vehicle Traffic Collision Statistics 2014*, [www.tc.gc.ca/media/documents/roadsafety/cmvtcs2014\\_eng.pdf](http://www.tc.gc.ca/media/documents/roadsafety/cmvtcs2014_eng.pdf)). From 2012-2016, in Hamilton, there were 79 fatal collisions resulting in 86 deaths. The five year averages would equate to 15.8 fatal collisions per year resulting in 17.2 deaths. With an approximate population of 536,930 citizens in Hamilton (Source: City of Hamilton, [www.hamilton.ca/moving-hamilton/community-profile/census-data-hamilton](http://www.hamilton.ca/moving-hamilton/community-profile/census-data-hamilton)) this equates to 3.2 deaths per 100,000; lower than both the national and provincial averages.

In conducting this analysis, the Traffic Branch looked at what are commonly referred to as crossover collisions. Crossover collisions occur when a vehicle travelling in one (1) lane of traffic crosses over into the opposing lane of traffic and collide with a vehicle travelling the opposite direction. Due to the opposing forces involved, these types of collisions are often very serious in nature.

It is important to remember that a crossover is a vehicle action, not a contributing factor. The act of the vehicle crossing over may be caused by a contributing factor. Contributing factors are connected to driver behaviour, vehicle actions are the result of driver behaviour.

During the stated time frames there were ten (10) crossovers on HPS patrolled roadways, and six (6) crossovers on OPP patrolled roadways. These crossovers account for 12% of HPS fatal collision types and 14% of OPP fatal collision types. For the Linc/RHVP, during this time frame, there were four (4) crossovers accounting for 50% of fatal collision types on that roadway. It is worth noting that while 50% is indeed a much higher percentage; the numbers examined are much smaller resulting in far greater percentage changes.

From the analysis of fatal collisions occurring on HPS patrolled roadways the three (3) most common contributing factors are driver inattention - 48%, intoxicating substances (alcohol & drugs) - 31%, and speed - 32%. These numbers will add up to more than 100% due to the presence of multiple contributing factors in some collisions. There are also additional contributing factors identified in Appendix "A". It is worth noting that these numbers are separate from the previously discussed crossover numbers. As previously mentioned, a crossover is a vehicle action; not a contributing factor, which is part of driver behaviour.

For collisions on OPP patrolled roadways within Hamilton borders, the three (3) most common contributing factors are also driver inattention - 45%, intoxicating substances (alcohol & drugs) - 9.5%, and speed - 9.5%. There are additional contributing factors which are identified in Appendix "A". When looking at the Linc/RHVP, a similar

trend is apparent with the three (3) most common contributing factors once again being driver inattention - 25%, intoxicating substances (alcohol & drugs) - 25% and speed - 37.5%. Again the numbers relating to the Linc/RHVP are small comparatively and, as such, caution should be exercised in drawing conclusions.

The attached Appendix "A" provides a full breakdown of all the numbers, including analysis and charts to add clarity.

After a review of the past 64 months, (from the beginning of Jan 2012 to the end of Feb 2017), there is no single common factor in all Fatal Motor Vehicle Collisions. However, based on the results of the review we can see; based on the balance of probability, that excessive speed, intoxicating substances (alcohol and drugs) and inattentiveness are the most frequent factors present in fatal collisions.

The Hamilton Police Service continues to work to minimize these factors through a combination of education and enforcement. Education takes place through our school officers, our Media and Corporate Communications office and in partnership with the Hamilton Strategic Road Safety Committee. Where education is not effective, the Hamilton Police Service conducts strategic enforcement to attempt to change driver behaviour and reduce collisions.



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Eric Girt  
Chief of Police

EG/W. Mason  
Attachment: *Appendix "A"*

cc: Deputy Chief Ken Weatherill, Field Support  
Superintendent Will Mason, Support Services

## **PSB 17- 057 Appendix “A”**



### **Five Year Statistical Analysis:**

**(2012 – 2016 + the first two months of 2017 {Jan & Feb})**

**Of All Fatal Motor Vehicle Collisions**

**Occurring within the City of Hamilton**

**Under the jurisdiction of the Hamilton Police Service**

**Conducted by the Support Services Division**

**P.C. W. Johnston #578**

**Traffic Office**

**“April 2017”**

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**Five Year Statistical Analysis.**

(2012 – 2016 + the first two months of 2017 {Jan & Feb})

Of All Fatal Motor Vehicle Collisions

Occurring within the City of Hamilton

Under the jurisdiction of

The Hamilton Police Service

**Conducted by:**

Support Services Division

Traffic Office

“April 2017”

## **Five Year Analysis:**

**(2012 – 2016 + the first two months of 2017)**

**Of All Fatal Motor Vehicle Collisions**

**Occurring within the City of Hamilton**

**Under the jurisdiction of the Hamilton Police Service.**

### **Methodology:**

In reviewing the stated Collisions the following criteria will be examined, location of collision, type of collision, actions of the offending involved party, if a vehicle “crossover” was part of the collision, external contributing factors, number of deceased persons and the locations of the deceased parties.

This report is intended to give a brief overview of what transpired to cause the collisions and to give an insight into what the extenuating contributing factors that may have been in play to cause a resulting fatality.

The following chart will give a summation of how many motor vehicle collisions occurred in each particular time period.

**Fatality Chart for the last 5+ years.**

<b>Year</b>	<b># of Fatal MVC's</b>	<b># of Deceased Parties</b>	<b>Deceased Driver of Veh's.</b>	<b>Deceased Passengers</b>	<b>Deceased Pedestrians</b>	<b>Deceased Cyclist</b>
<b>62 month Total =</b>	<b>83</b>	<b>90</b>	<b>43</b>	<b>15</b>	<b>30</b>	<b>2</b>
<b>Total (2012 to 2016 only)</b>	<b>79</b>	<b>86</b>	<b>39</b>	<b>15</b>	<b>30</b>	<b>2</b>
<b>5 year Average (2012 to 2016 only)</b>	<b>16</b>	<b>17</b>	<b>8</b>	<b>3</b>	<b>6</b>	<b>0</b>

From figures contained in the stated chart, the average number of Fatal Collisions over the past 5 complete years is 16, resulting in 17 Fatalities.

**Fatality Chart & Contributing Factors for the last 5+ years:**

<b>More than one category may apply to the Fatal Collision.</b>										
<b>Year</b>	<b># of Fatal MVC's</b>	<b># of Deceased Parties</b>	<b>Speed</b>	<b>Intoxicating Substances (Alcohol &amp; Drugs.)</b>	<b>Cross-over</b>	<b>Inattentive</b>	<b>Unknown</b>	<b>Med. Condition</b>	<b>Age</b>	<b>Weather</b>
<b>62 month Total =</b>	<b>83</b>	<b>90</b>	<b>27</b>	<b>26</b>	<b>10</b>	<b>40</b>	<b>11</b>	<b>6</b>	<b>3</b>	<b>1</b>
<b>Total (2012 to 2016 only)</b>	<b>79</b>	<b>86</b>	<b>25</b>	<b>24</b>	<b>8</b>	<b>38</b>	<b>11</b>	<b>6</b>	<b>3</b>	<b>1</b>
<b>5 year Average (2012 to 2016 only)</b>	<b>16</b>	<b>17</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>8</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>

From figures contained in the stated chart, the three most common contributing factors to a Fatal Collision are Speed, Intoxicating Substances and Inattentiveness.

On average (5 yr. period) per year, Speed will be a contributing factor in 5 collisions, Intoxicating Substances will be a contributing factor in 5 Collisions and Inattentiveness will be a factor in 8 Collisions.

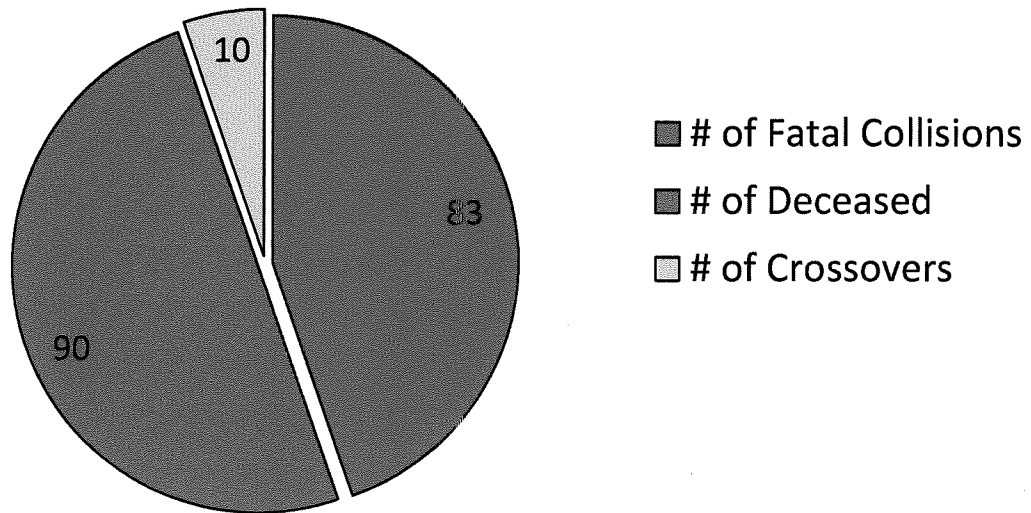
It is not surprising that the three contributing factors mentioned above are the root cause of Fatal Motor Vehicle Collisions over the past five years, are again the front runners in the present year of 2017.

**The following charts and graphs are a representation of the specified data:**

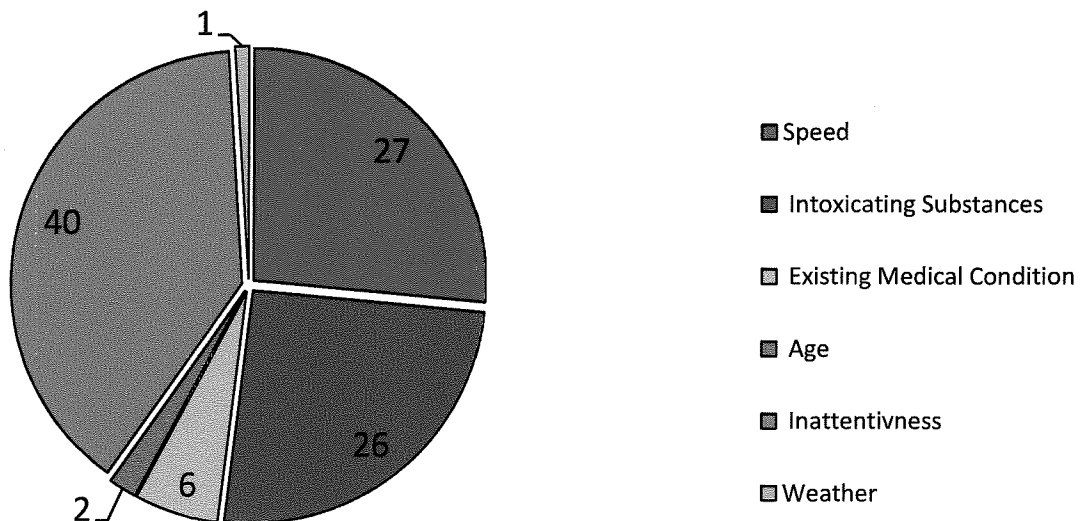
- Total # of Fatal Collisions from Jan 2012 to Feb 2017: & resulting Fatalities.
- Total # of Fatal Collisions from Jan 2012 to Feb 2017 = 83  
and the contributing factors that are associated to or contributed to said collisions.
- Fatal Collisions per day of the week: Jan 2012 to Feb 2017
- The Number of Fatal Collisions per day of the week  
for the past 62 Months: Jan 2012 to Feb 2017
- Fatal Collisions (83): From Jan 2012 to Feb 2017  
per time of day.
- Fatal Collisions (83): the number for each stated time period  
Jan 2012 to Feb 2017

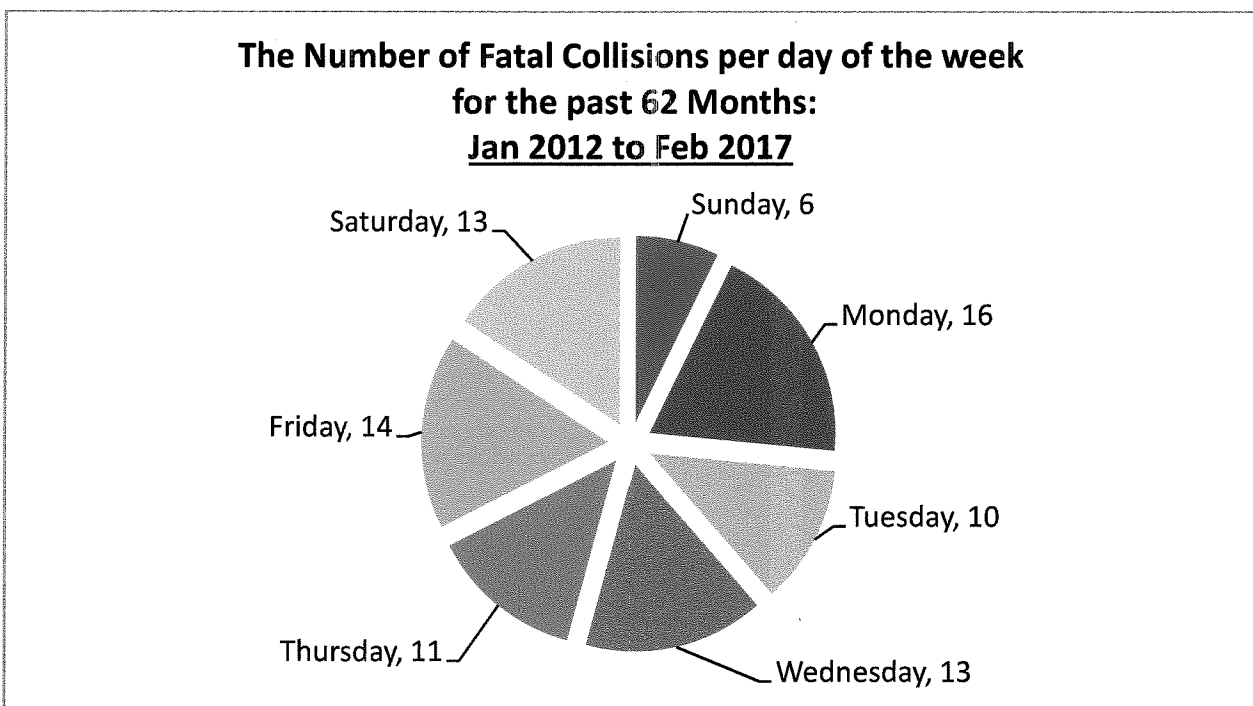
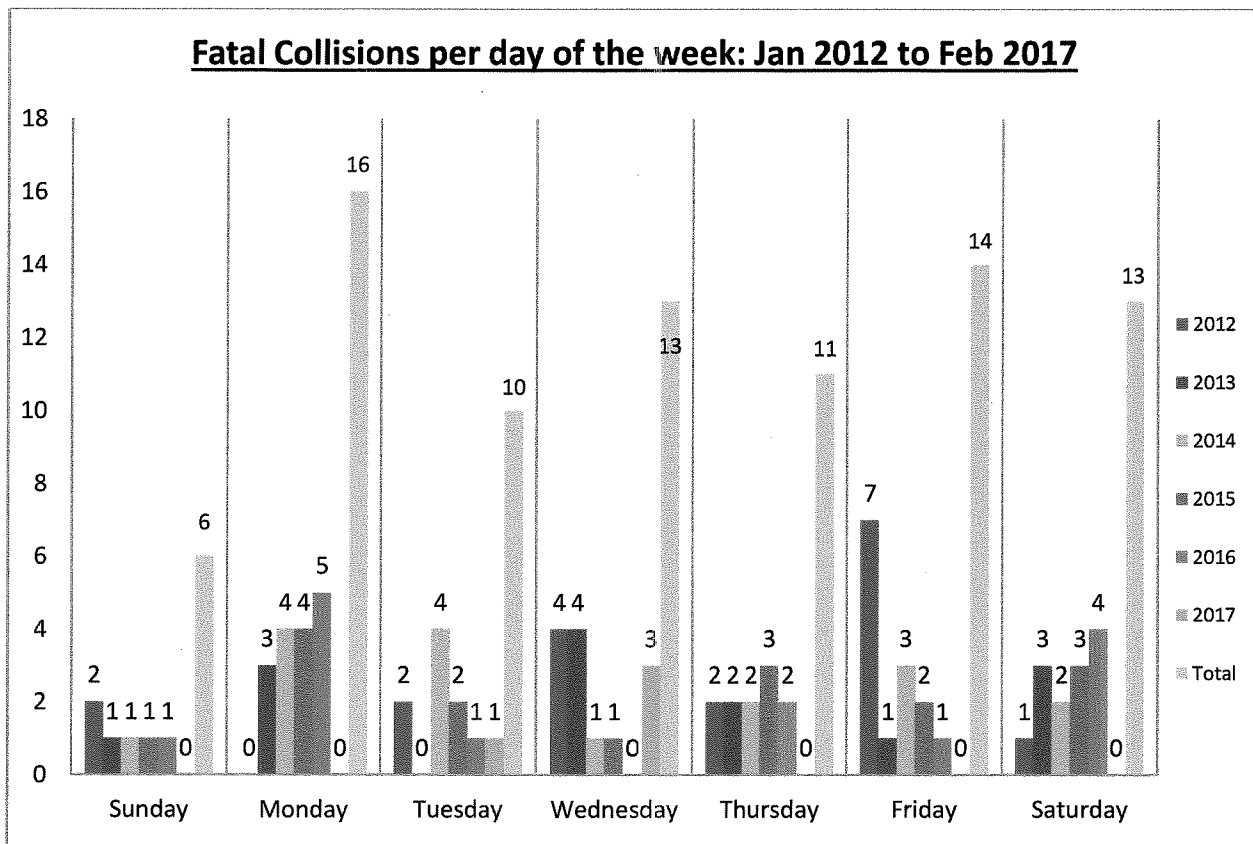


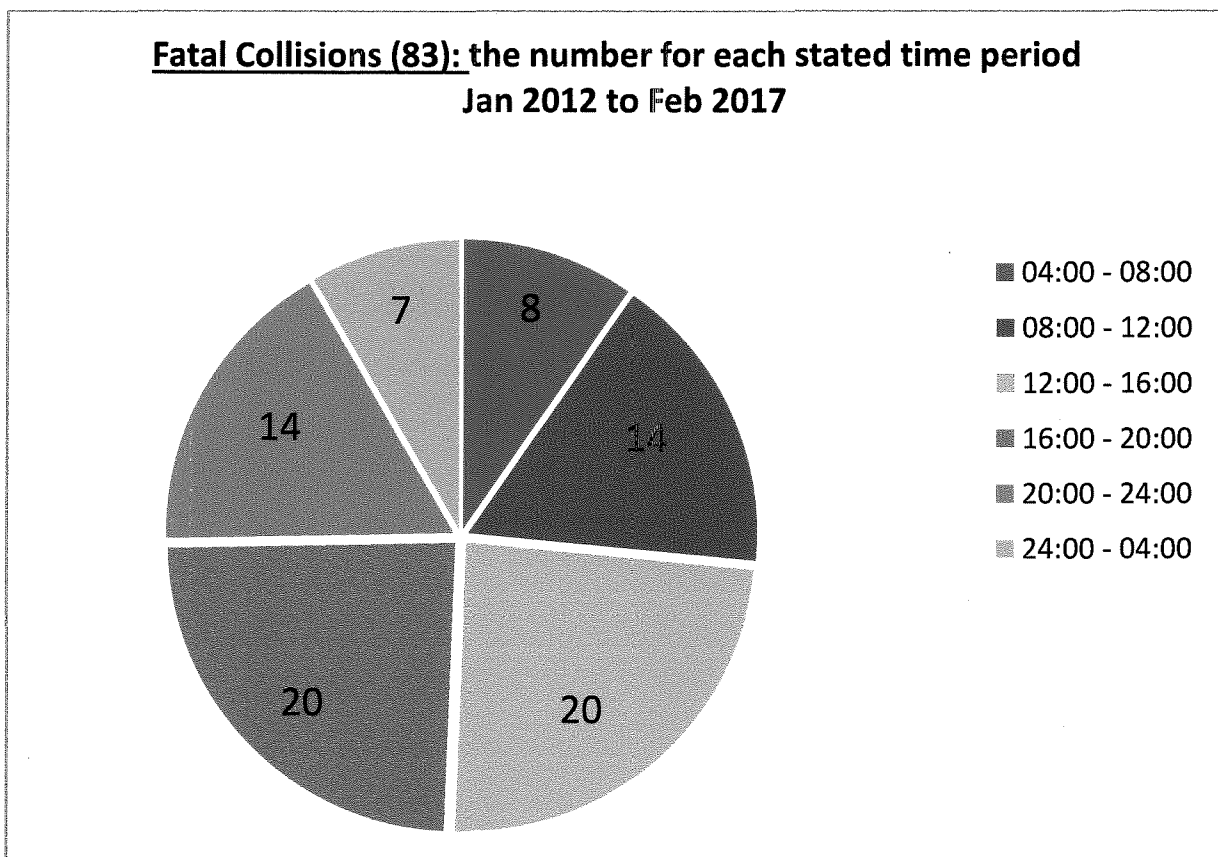
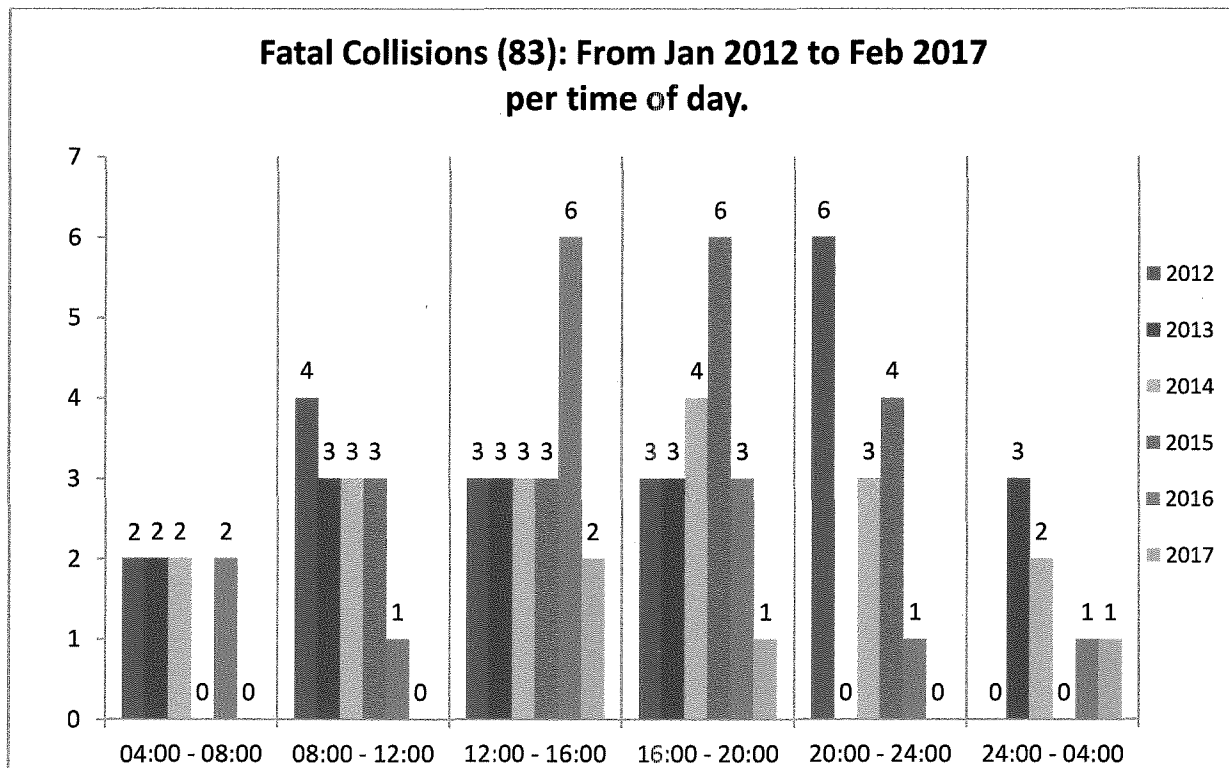
**Total # of Fatal Collisions from Jan 2012 to Feb 2017: & resulting Fatalities.**



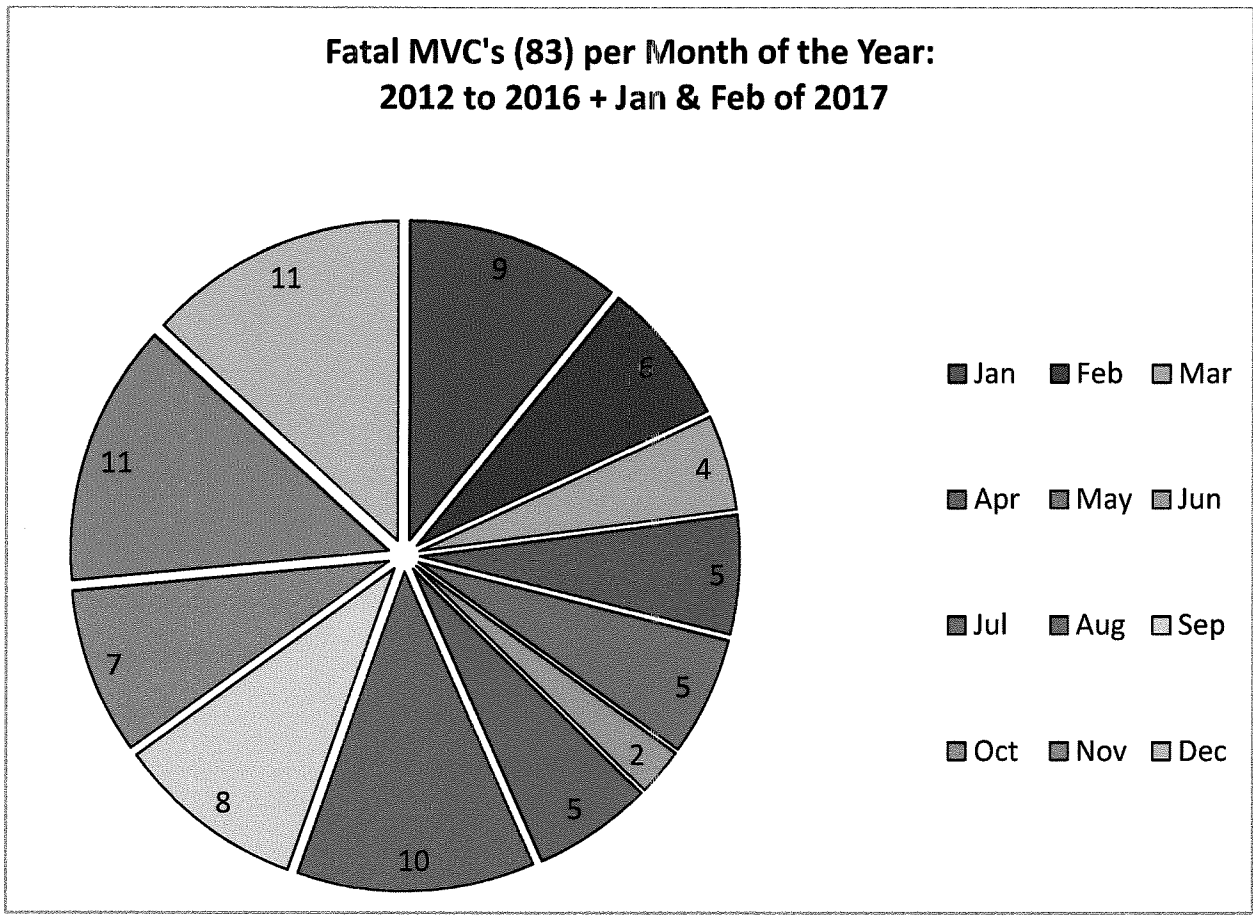
**Total # of Fatal Collisions from Jan 2012 to Feb 2017 = 83**  
**And the contributing factors that are associated to or contributed to said collisions.**





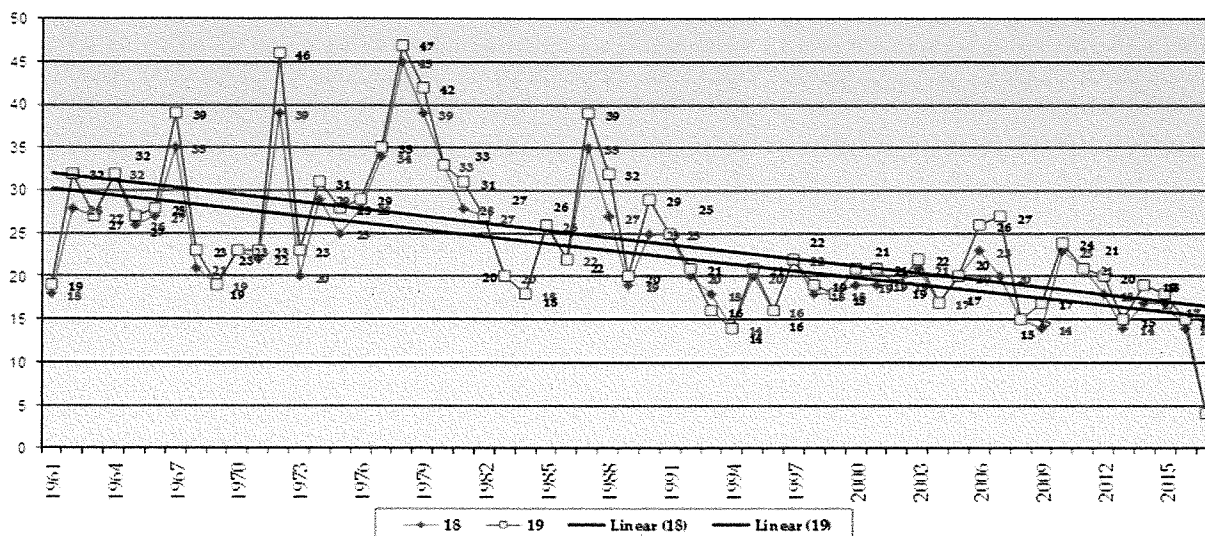


The following Chart shows the Month of the year when each Fatal M.V.C. (83)... took place, given the time period of 2012 to 2016 + the first two months of 2017 (Jan & Feb).

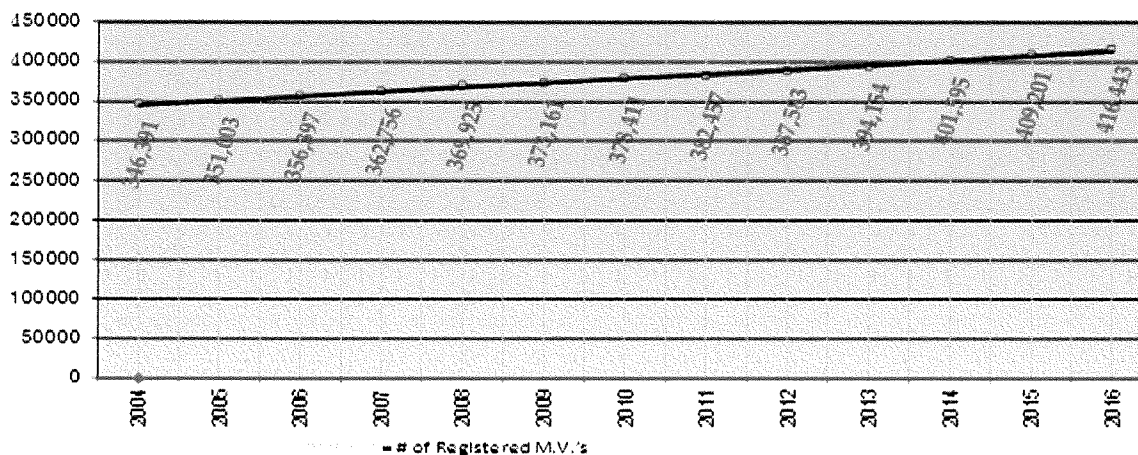


The two charts contained below are good representations of how Fatal Motor Vehicle Collisions have declined in the City of Hamilton over the past 60 years, even though the number of registered Motor Vehicles within the City of Hamilton has increased dramatically.

### Fatalities For Previous 60 Years



### **Number of Registered M.V.'s** (Passenger, M/C, Moped, Commercial, Bus & Trailer) **in Hamilton for the stated Years** (M.T.O.)



**Ontario Provincial Police Collision Data (Fatal Collision):**

The Burlington O.P.P. are responsible for patrolling the following Highways within the geographical boundaries of the City of Hamilton, that being the QEW, Highway #403, Highway #8, Highway #6 and Highway #5.

The following Chart depicts how many Fatal Motor Vehicle collisions have occurred on their roadways since January 2011 till the end of Feb 2017, and the resulting Fatalities.

Year	# of Fatal Collisions	# of Fatal Injuries
2011	8	8
2012	4	4
2013	8	8
2014	5	5
2015	9	9
2016	8	8
2017	2	2

**However**...the cause and effect per collision was not been broken down by year but has been represented as a collective total for the years 2011 to 2016, and as such are presented below:

Careless	= 16 Fatal Collisions
Medical	= 4 Fatal Collisions
Speed	= 4 Fatal Collisions
Alcohol	= 3 Fatal Collisions
Drug	= 1 Fatal Collision
Pedestrian	= 5 Fatal Collisions
Distraction	= 1 Fatal Collision
Mech. Malfunction	= 2 Fatal Collisions
<u>Crossover</u>	<u>= 6 Fatal Collisions</u>
<b><u>Total</u></b>	<b><u>= 42 Fatal Collisions</u></b>

In regards to the stated Highways patrolled by the Burlington O.P.P. those being the QEW, Highway #403, Highway #8, Highway #6 and Highway #5 the following numbers of Fatalities have occurred on each Highway.

QEW = 19 Fatalities

Highway #403 = 9 Fatalities

Highway #8 = 1 Fatality

Highway #6 = 11 Fatalities

Highway #5 = 2 Fatalities

Total Fatalities = 42 Fatalities

Upon review of the statistics supplied by the O.P.P. Burlington Detachment, it would appear that yet again the three main factors at play with driver behavior are:

Speed (4), Intoxicating Substances (4), and Inattentiveness (17).

#### **2011 – 2016 Fatal Stats for Burlington OPP by Month**

Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
# of Fatal Collisions	5	1	5	1	5	0	4	4	1	7	5	4

#### **2011 – 2016 Fatal Stats for Burlington OPP by Day**

Day of the Week	Sun	Mon	Tue	Wed	Thu	Fri	Sat
# of Fatal Collisions	6	6	5	4	7	8	6

#### **2011 – 2016 Fatal Stats for Burlington OPP by Hour**

Hours	20:00 – 24:00	16:00 – 20:00	12:00 – 16:00	08:00 – 12:00	04:00 – 08:00	00:00 – 04:00
# of Fatal Collisions	9	12	7	2	6	6

## **The Red Hill Valley Parkway & the Lincoln M. Alexander Parkway Evaluation.**

Special Analysis of Five Year Fatal Trend on these two Specific Roadways.

### **The Lincoln M. Alexander Parkway: Over View.**

- 4 Lane divided expressway opened in 1997
- 90 km/hr. posted speed limit
- Approx. 10km in length
- Connects highway #403 to the Red Hill Valley Parkway.
- Includes six full access interchanges.
- Volume count on stated roadway approx. 81,266 Veh's per day

### **The Red Hill Valley Parkway: Over View.**

- 4 Lane divided expressway opened in 2007
- 90 km/hr. posted speed limit
- Approx. 7km in length
- Connects the QEW to the Lincoln M. Alexander Parkway
- Includes six full access interchanges.
- Volume count on stated roadway approx. 69,801 Veh's per day

In total these two roadways account for approx. 17 km of roadway that is essential to the economic growth and the sustainability of the City of Hamilton. Over the past five years (2012 to 2016) there have been six fatal motor vehicle collisions and in the first two months of 2017 there have been two fatal motor vehicle collisions, giving a grand total of eight fatal motor vehicle collisions.

### **Cause and Effect of the stated Collisions** : ( for stated time period)

The following charts break down the most common contributing factors to each fatal collision, and give an overview of the location, type of vehicles involved in the collisions and the number and locations of deceased persons.

The crossover category has been added to pinpoint a contributing factor that may be unique to the stated roadways.



**Fatality Chart & Contributing Factors for the Red Hill Valley Parkway & the Lincoln M. Alexander Parkway.**

**For the last 5 years:**

<b>Year</b>	<b># of Fatal MVC's</b>	<b># of Deceased Parties</b>	<b>Deceased Driver of Veh's.</b>	<b>Deceased Passengers</b>	<b>Deceased Pedestrians</b>	<b>Deceased Cyclist</b>
<b>62 month Total =</b>	<b>8</b>	<b>11</b>	<b>7</b>	<b>4</b>	<b>0</b>	<b>0</b>
<b>Total (2012 to 2016 only)</b>	<b>6</b>	<b>9</b>	<b>5</b>	<b>4</b>	<b>0</b>	<b>0</b>
<b>5 year Average (2012 to 2016 only)</b>	<b>1.2</b>	<b>1.8</b>	<b>1.0</b>	<b>0.8</b>	<b>0</b>	<b>0</b>

From figures contained in the stated chart, the average number of Fatal Collisions over the past 5 complete years is 1.2 collisions resulting in 1.8 Fatalities.

Rounding off the above mentioned numbers we get two Collisions resulting in two fatalities.

**Fatality Chart & Contributing Factors for the Red Hill Valley Parkway & the Lincoln M. Alexander Parkway:**

**For the last 5 years:**

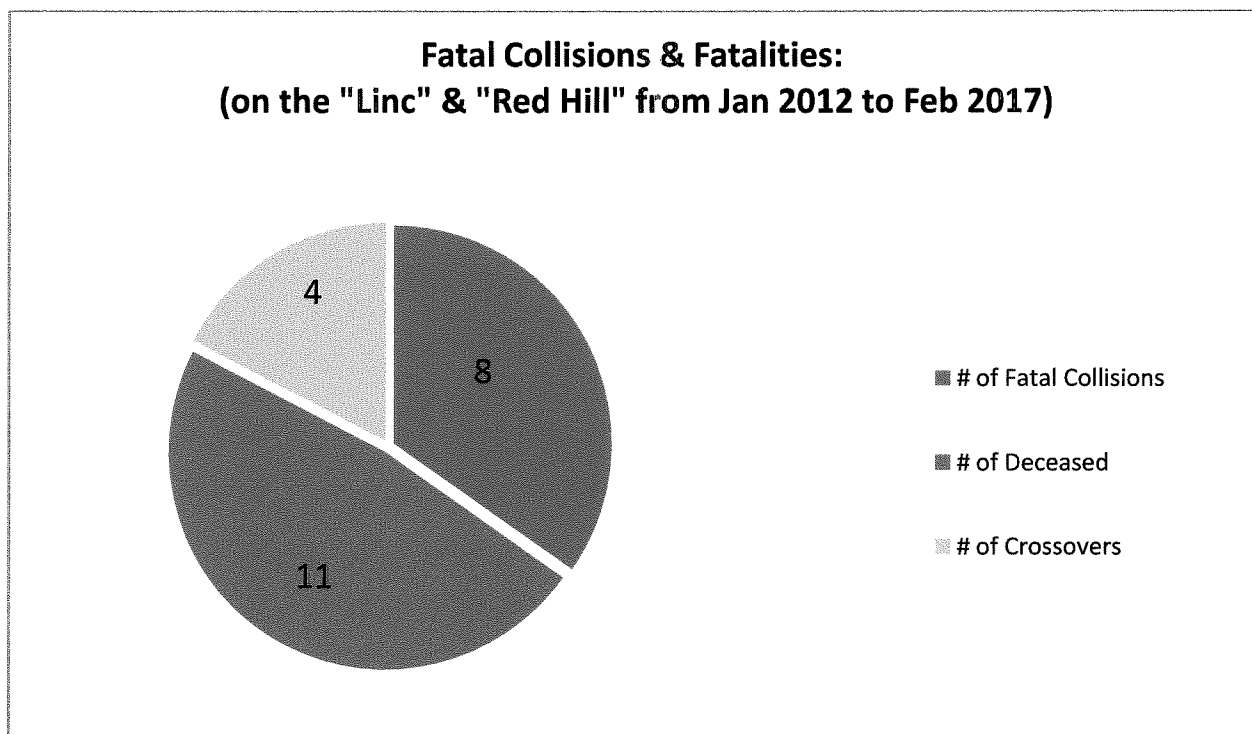
<b>More than one category may apply to the Fatal Collision.</b>										
<b>Year</b>	<b># of Fatal MVC's</b>	<b># of Deceased Parties</b>	<b>Speed</b>	<b>Intoxicating Substances (Alcohol &amp; Drugs.)</b>	<b>Cross-over</b>	<b>Inattentive</b>	<b>Unknown</b>	<b>Med. Condition</b>	<b>Age</b>	<b>Weather</b>
<b>62 month Total =</b>	<b>8</b>	<b>11</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Total (2012 to 2016 only)</b>	<b>6</b>	<b>9</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>5 year Avg. (2012 to 2016 only)</b>	<b>1.2</b>	<b>1.8</b>	<b>0.4</b>	<b>0.2</b>	<b>0.4</b>	<b>0.2</b>	<b>0.4</b>	<b>0.2</b>	<b>0</b>	<b>0.2</b>

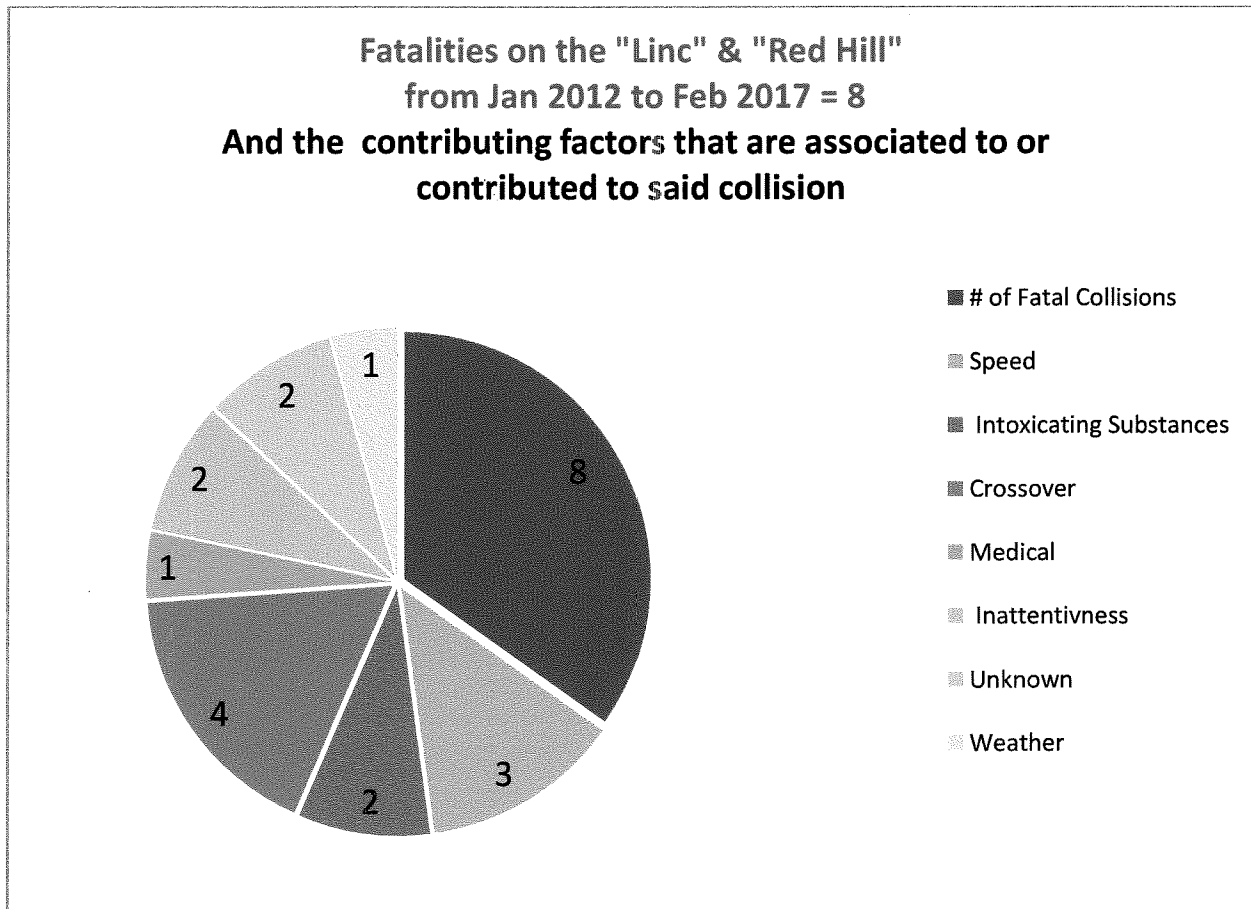
From figures contained in the stated chart, the three most common contributing factors to a Fatal Collision is Speed, Intoxicating Substances and Inattentiveness.

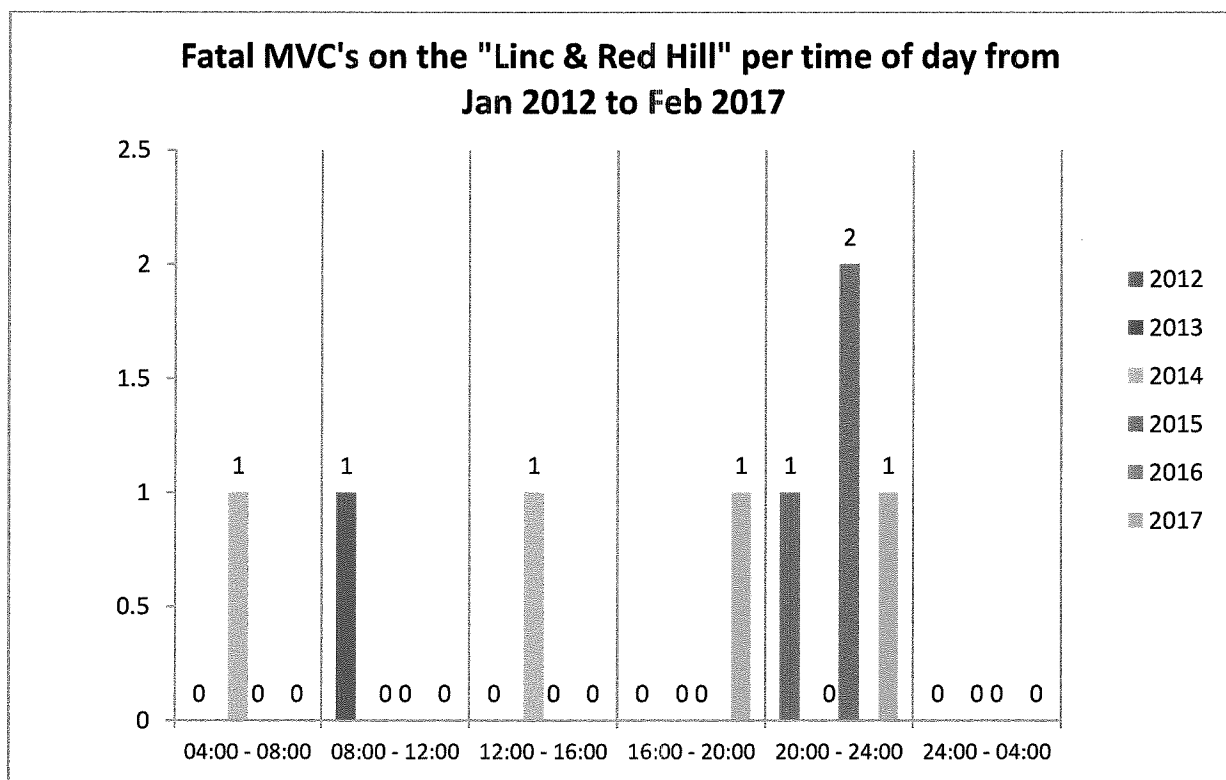
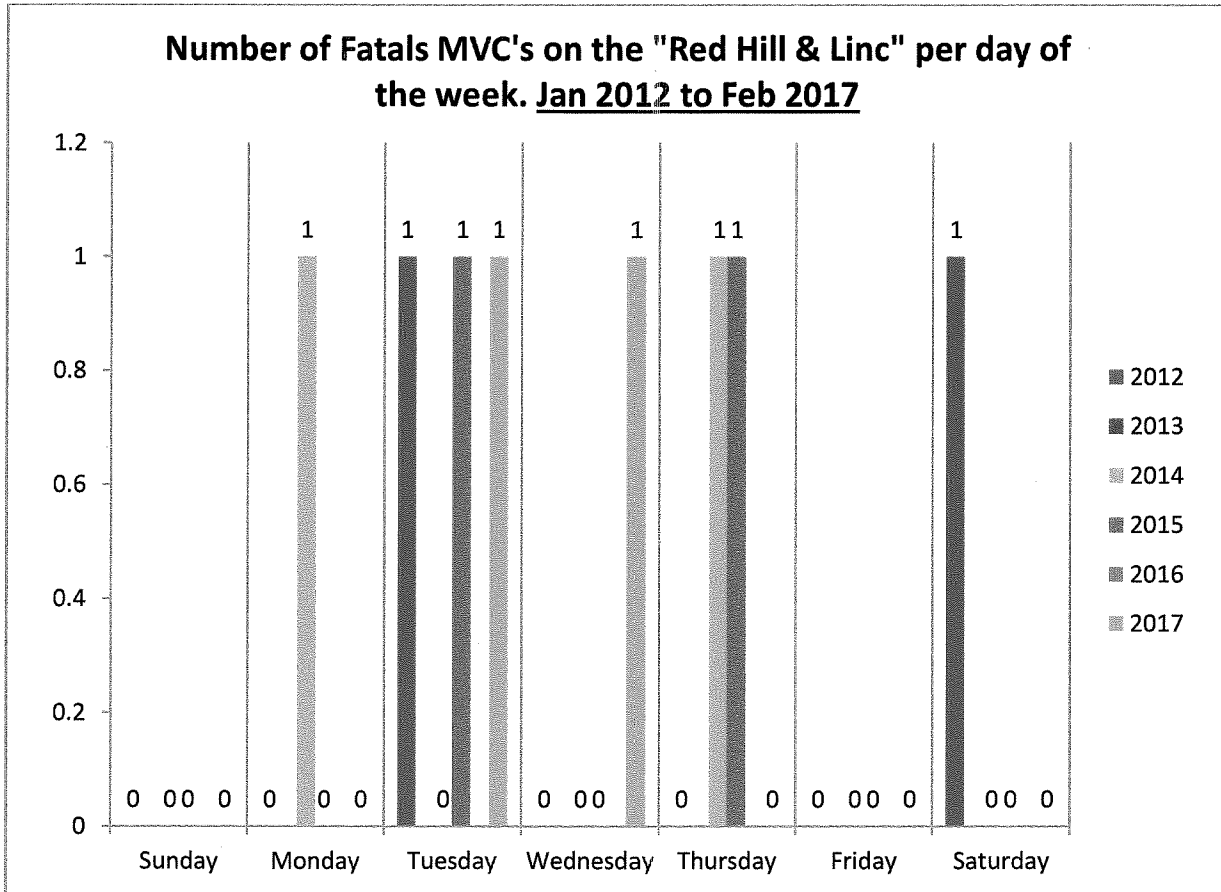
It is not surprising that the three contributing factors mentioned above are the root cause of Fatal Motor Vehicle Collisions over the past five years, are again the front runners in this present year 2017.

**Fatality Chart for the Red Hill Valley Parkway & the Lincoln M. Alexander Parkway.**

**For the last 62 months:**

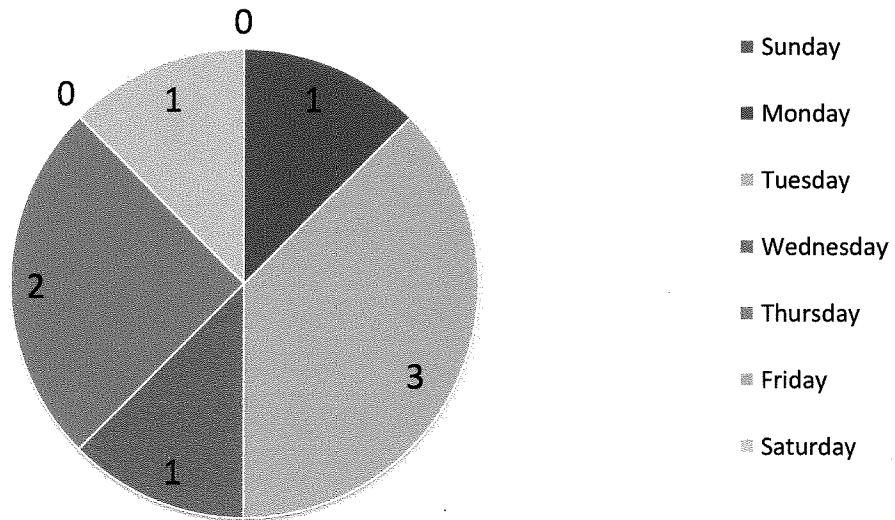




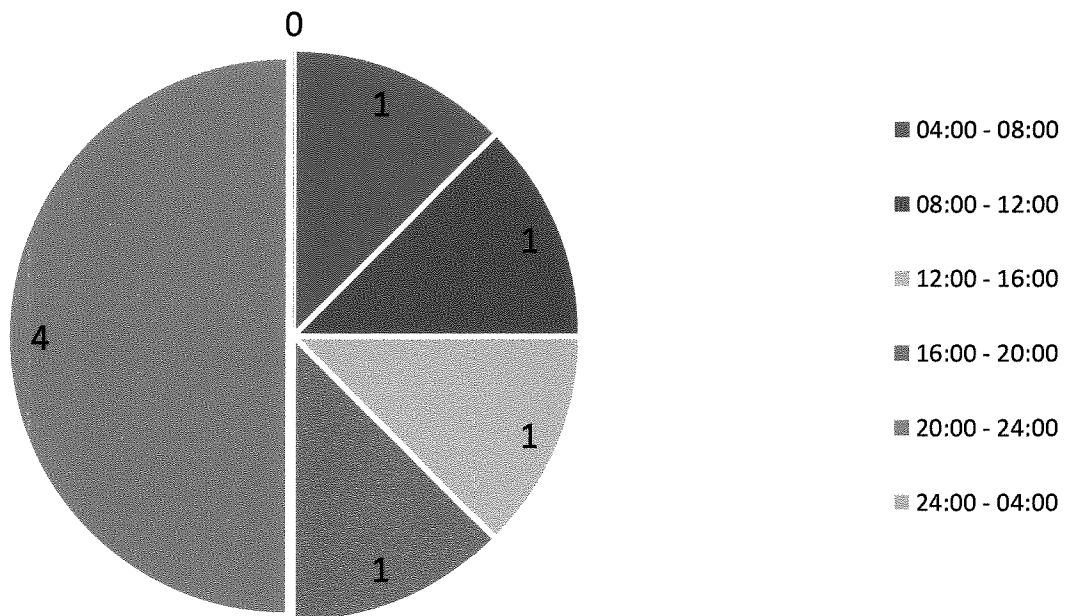


**Fatalities on the "LINC & Red Hill" for the Past 62Month  
(Jan 2012 to Feb 2017)**

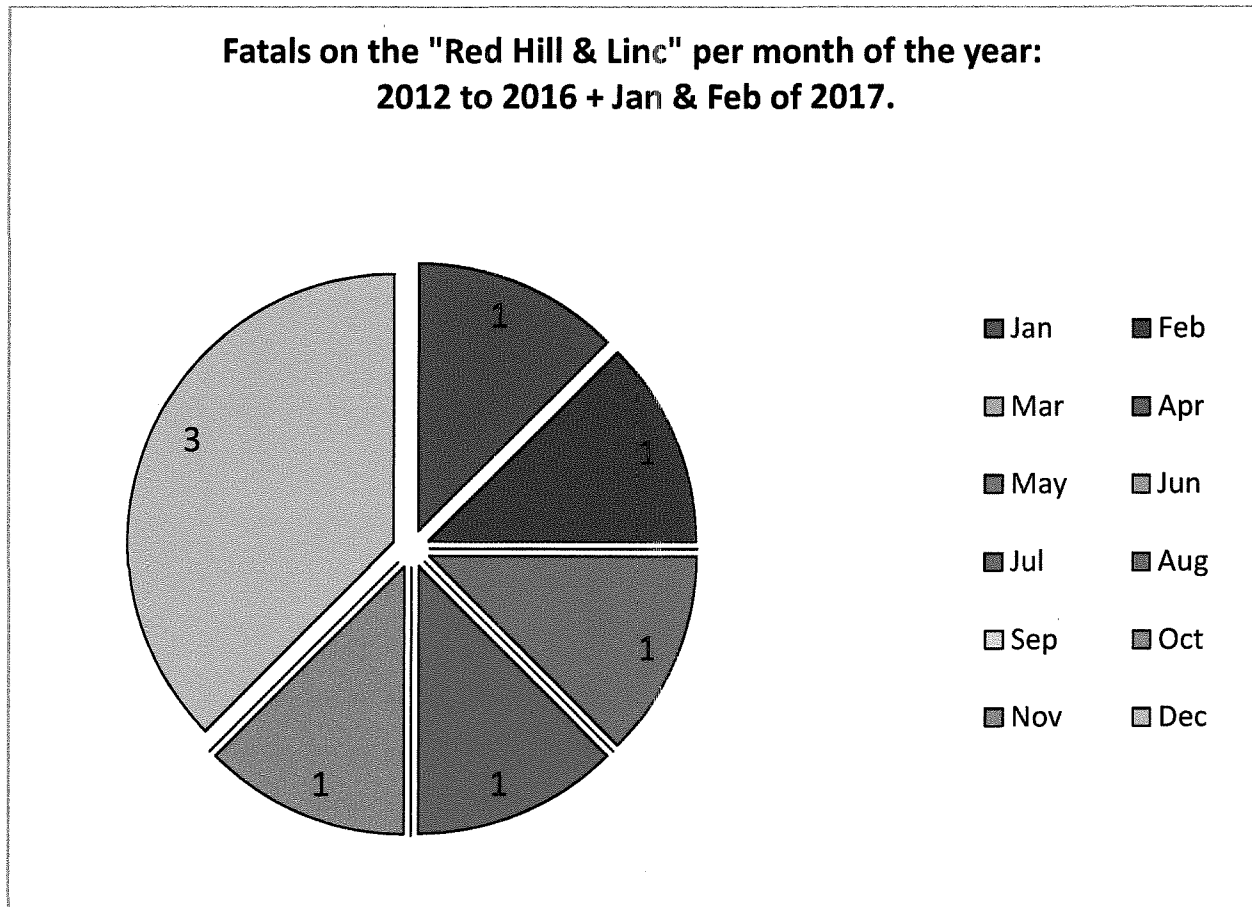
**Day of the week in which they occurred.**



**Fatalities on the "Linc & Red Hill" for the past 62 Months.  
Jan 2012 to Feb 2017  
as per the time of Day they occurred.**



The following Chart shows the Month of the year when each Fatal M.V.C. (8)... took place, on the "Red Hill & Linc." given the time period of 2012 to 2016 + the first two months of 2017 (Jan & Feb).





4.5(j)

OFFICE OF THE MAYOR  
CITY OF HAMILTON

March 10, 2017

Lynn Dollan, President  
Association of Municipalities Ontario  
200 University Ave. Suite 801  
Toronto, ON, M5H 3C6

Clark Somerville, President  
Federation of Canadian Municipalities  
24 Clarence St, Ottawa, ON K1N 5P3

Hamilton Police Services Board  
c/o Lois Morin  
155 King William St.  
Box 1060, LCD1  
Hamilton, ON L8N 4C1

All Ontario Municipal Councils (via e-mail)

Dear Ms.Dollan, Mr. Somerville and Ms. Morin,

At its meeting of March 8, 2017, Hamilton City Council approved Item 2 of the Audit, Finance and Administration Report 17-003, Protocol respecting Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons

**2. Inclusion of Report HUR17002 to the Protocol respecting Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons (Item 9.1)**

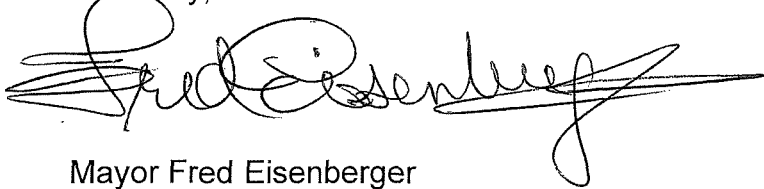
WHEREAS transgender, nonbinary, and Two Spirit people are an invaluable source of social wealth; and

Whereas Hamilton is on lands protected by the Dish With One Spoon Wampum Agreement, and the traditional territory and waters of diverse First Nations, including those nations' Two Spirit people;

Therefore be it resolved that:

- (a) That Report HUR17002, respecting the Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons, be included in the Protocol as Appendix "C";
- (b) **That the Mayor correspond with the Association of Municipalities Ontario, the Federation of Canadian Municipalities, the Hamilton Police Services Board and all Ontario municipal Councils regarding the Protocol, including a copy of this Motion, the Protocol and appendices, and an explanation of the Protocol; and**
- (c) That the Mayor, on behalf of Council, send a letter to the board of our Hamilton Niagara Haldimand Brant Local Health Integration Network, sharing the Protocol and appendices with our LHIN, particularly highlighting the paragraphs in the relevant staff report re transgender health, and asking the LHIN for its advice on best next steps toward the achievement of equality for transgender citizens in the context of our local provision of health care.

Sincerely,

A handwritten signature in black ink, appearing to read "Fred Eisenberger", with a long horizontal flourish extending to the right.

Mayor Fred Eisenberger

Attachment





# **Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons**

## **Introduction**

The City of Hamilton (The City) is committed to providing a safe, respectful, and inclusive environment for community members who use our services and for all employees. The City has a legal and moral responsibility to maintain environments that are free from discrimination and harassment for community members and employees. The City is committed to enhancing equity and inclusion through the provision of City services and within the workplace, and to promote awareness of our human rights obligations. In accordance with the *Canadian Charter of Rights and Freedoms* and the *Ontario Human Rights Code (the Code)*, the City recognizes the dignity and worth of every person such that each person feels a part of our community and is able to contribute fully without harassment or discrimination.

The City recognizes that transgender and gender non-conforming persons constitute one of the most disadvantaged groups in our society. This group routinely experiences discrimination, harassment and violence because of their gender identity or gender expression. Such experiences create barriers to civic engagement and participation in the broader community and deny us the benefits of contributions from all Hamiltonians.

The City also acknowledges that individuals often face barriers based on more than one prohibited ground under the *Code* and thus every person will have different experiences. For example, barriers may differ between an individual who identifies as transgender and also has a disability, and another transgender individual who also belongs to a racialized minority group. When City services or employment have inclusive standards and requirements, but a particular bona fide standard or requirement would pose a difficulty for a person due to an individual characteristic connected to any prohibited ground of discrimination, the City has an obligation to accommodate the individual to the point of undue hardship with respect to health and safety or cost.

In order to ensure that all employees and members of our community, especially transgender and gender non-conforming individuals, feel safe and welcomed, the City has developed this protocol specifically to set out guidelines to ensure the equitable,

fair, and respectful treatment of all persons who work at or otherwise interact with the City as a resident or service user.

There are a number of policies and procedures this protocol accompanies that demonstrate and enforce the City's commitment to the equity and inclusion of all persons and also reinforce the City's legislative requirements. This protocol supports the City's existing policies and procedures, and as such should be read in conjunction with the following:

- Equity and Inclusion Policy
- Harassment and Discrimination Prevention Policy
- Personal Harassment Prevention Policy
- Procedure for Resolving Harassment & Discrimination Issues
- Employment Accommodation Policy
- Workplace Accommodation Procedure
- Violence in the Workplace Prevention Policy
- Violence in the Workplace Prevention Procedure
- Workplace Breastfeeding Policy

## **Purpose**

Through this protocol, the City seeks to provide employees with clear guidelines regarding actions and behaviour that is inclusive and respectful of all gender identities and expressions.

This protocol has also been developed to raise awareness and understanding of our shared obligation to promote the dignity and equitable treatment of all employees and members of our community, regardless of their gender identity or gender expression.

## **Rights and Responsibilities**

All people have a right to be treated with dignity and respect, free from discrimination and harassment.

The Ontario *Human Rights Code* (the *Code*) prohibits the harassment and discrimination of persons based on the prohibited grounds outlined within the *Code*, which includes gender expression and gender identity. Individuals are protected from discrimination and harassment in five social areas, including:

- In receiving goods, services, and using facilities
- In occupying housing accommodations

- When entering into contracts
- In employment
- In joining or belonging to a union or professional or vocational association

In compliance with the *Code*, individuals who identify as transgender or gender non-conforming have the right to be free from discrimination, harassment and violence, which includes the right to:

- be identified and referred to based on their gender identity;
- access facilities and services based on their gender identity;
- be communicated with in a respectful manner;
- be able to voice a complaint or express concern about human rights violations without fear of reprisal

## **Scope and Application**

All employees, at all levels within the organization, play an important role in creating safe, inclusive and respectful environments for transgender and gender non-conforming employees and citizens, both within the workplace and in accessing City services.

All employees at the City are required to follow the guidelines as set out within this protocol and to abide by all related City policies and procedures. For the purposes of this protocol, “all employees” includes but is not limited to: full and part time regular, temporary and contract employees. Additionally, students, interns, and volunteers must also follow this protocol.

This protocol has been separated into two sections:

- 1) Customer Service Guidelines, and;
- 2) Employee Guidelines.

While there may be overlap within these sections, the separation is intended to provide employees with greater clarity and direction.

## **Customer Service Guidelines:**

### **1. Privacy and Confidentiality**

- 1.1 All persons are entitled to privacy and confidentiality. In accordance with Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and the Personal Health Information Protection Act (PHIPA), the City has a legal obligation to protect data gathered and to ensure that information collected remains secure and confidential.
- 1.2 Information must only be collected where there is a bona fide reason to do so.
- 1.3 Information pertaining to community members should be kept only if necessary.
- 1.4 A person's medical history, particularly as it relates to sex assigned at birth, social or medical sex/gender transition, anatomy, as well as any information regarding their gender identity must remain confidential. Where information may be required for accommodation or to otherwise meet the needs of the person, only relevant information should be shared and limited to only those individuals who are directly involved in the process.
- 1.5 Disclosure of a transgender or gender non-conforming person's gender identity or the extent of their transition without their consent and knowledge is prohibited and considered to be a form of harassment and discrimination under the Ontario *Human Rights Code*.

### **2. Identification, Language, and Administrative Systems**

- 2.1 Everyone has the right to define their own gender. Transgender persons should be recognized as they want to be, whether or not they have undergone surgery or whether their identity documents reflect their gender identity.
- 2.2 All persons must be referred to by their preferred name, gender and pronoun.

- 2.3 Community members have a right to update their administrative record(s) to match their gender identity should they wish to do so.

### **3. Collecting data on sex and gender**

- 3.1 Data on sex and gender is often collected when there is little or no need to know in order to provide a product or service. Before collecting data on sex or gender, thought should be given as to whether there is a legitimate need or a legal requirement to solicit this type of data.
- 3.2 What constitutes a 'legitimate need' may vary. Employees should consider the following when determining whether to ask for sex and/or gender data:
- What is the rationale for asking for sex and/or gender data?
  - Is knowing a person's sex or gender essential to providing a service?
  - Will this data be used in demographics and analysis? Is it useful to improve services?
  - Can the data be collected in an anonymized manner and analyzed in the aggregate, or is there a need to attach the data to an individual's administrative record.
  - How will this data be stored and kept secure?
  - Does asking for this data contribute to the City's equity and inclusion strategy?
- 3.3 Where a legitimate need or legal requirement to collect sex and gender data has been identified, it is essential that the option be made available for people to self-identify, wherever possible, in categories that go beyond the two categories of "female" and "male." One best practice is to permit persons to self-identify in an open text box format, wherever possible.
- 3.4 If data will be used in demographics and analysis, or to improve service delivery, a separate demographic question may be used to identify transgender/non-binary service users (e.g. What is your gender: \_\_\_\_\_, Would you like to self-identify as: transgender, non-binary, Two-Spirit, or

as a person with a history of sex/gender transition? Y/N) and this information should not be included on the individual's account or data profile.

#### **4. Dress code**

- 4.1 All persons are entitled to dress in accordance with their gender identity or gender expression. An individual's gender expression, and the fact that it may be different than a staff member's expectations around dress or grooming that may be common based on a particular gender identity, shall not be used as grounds to question a person's self-identified gender identity or remove the person from a washroom or change room.

#### **5. Washrooms and change facilities**

- 5.1 The City of Hamilton will make all efforts to ensure that persons can use washrooms with safety, privacy and dignity, regardless of their gender identity or gender expression.
- 5.2 All persons have the right to access washroom and change facilities based on their self-identified gender identity.
- 5.3 Where available, the City will provide an all-gender, single stall washroom/change room for use by any persons who desire it. The use of all-gender, single-stall washroom/change room could be an option that people may choose, but this option should not be imposed upon an individual because of the individual's gender identity.
- 5.4 If any person has a bona fide reason to request additional privacy but private change room facilities are unavailable, accommodation will be provided on an individual basis to address the individual's needs. This may include such things as providing access to an office or a restricted area; implementing a change room schedule; redesigning existing facilities; and creating a private area within a public area (i.e.: separating an area with a curtain).
- 5.5 Harassment of any person in a washroom/change room based on their gender identity or gender expression, including a challenge to the person's right to access the washroom/change room space because of their gender

identity or gender expression, is unacceptable. If an individual engages in persistent harassment staff may require the individual to leave the washroom/change room and use the alternative facilities.

- 5.6 All persons have the right to use City washroom and change room facilities without harassment, sexual harassment, voyeurism, and physical and sexual assault. In addition to any legal sanctions that these behaviours may result in, engaging in these behaviours would be grounds to remove a person from City facilities.

## **6. Support for Employees**

- 6.1 The City's Human Rights, Access and Equity Office in Human Resources can be contacted to provide employees with information, resources and support as required to the provision of high quality services to all persons.
- 6.2 Should employees need assistance or guidance at any time in the implementation of this Protocol, they are advised to contact Human Rights, Access and Equity as soon as possible. Good faith and timely requests for assistance or guidance are encouraged if and when an employee is unclear about the application of the protocol in a particular situation, and an employee's timely request for assistance from the office will be taken into consideration should a complaint be made regarding the employee's handling of the situation.

## **Employee Guidelines:**

### **1. Privacy and Confidentiality**

- 1.1 All employees of the City of Hamilton are entitled to privacy and confidentiality. In accordance with Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and the Personal Health Information Protection Act (PHIPA), the City has a legal obligation to protect data gathered and to ensure that information collected remains secure and confidential.
- 1.2 Information must only be collected where there is a bona fide reason to do so.
- 1.3 Information pertaining to a transgender and gender non-conforming person's gender identity must remain confidential, unless the person provides consent for information to be released. For example, prior to the first day that a transitioning employee will be publically expressing their gender at work, the employee may provide consent to a Manager or a representative from Human Rights, Access and Equity to disclose some information to the employee's colleagues to confirm the City's support for the employee, increase understanding, and facilitate the transition.
- 1.4 A person's medical history, particularly as it relates to transitioning, as well as any information regarding their gender identity must remain confidential. Where information may be required for accommodation or to otherwise meet the needs of the person, only relevant information should be shared and be limited to only those individuals with a need to know who are directly involved in the process.
- 1.5 All employee information is to be kept in Human Resources in a secure filing location. Information must be securely housed and accessible only by those with a legitimate need to do so.
- 1.6 Disclosure of a transgender or gender non-conforming person's gender identity or the extent of their transition without their knowledge and consent is prohibited and considered to be a form of harassment and discrimination under the Ontario *Human Rights Code*.



## **2. Identification, Language, and Administrative Systems**

- 2.1 Everyone has the right to define their own gender. Transgender persons should be recognized based on how they identify their gender, without reference to anatomy or whether their identity documents reflect their gender identity.
- 2.2 All persons must be referred to by their preferred name, gender and pronoun.
- 2.3 Employees have a right to update their administrative record wherever possible to match their gender identity should they wish to do so.
- 2.4 All City employees are expected to use inclusive language within the workplace and during interactions with the public. Examples of this include using gender neutral language when gender specific language is unnecessary, for example using “people” instead of “men and women,” “esteemed guests” instead of “ladies and gentlemen,” or “they” instead of “he” and “she.”

## **3. Collecting data on sex and gender**

- 3.1 Data on sex and gender is often collected when there is little or no need to know in order to provide a product or service. Before collecting data on sex or gender, thought should be given as to whether there is a legitimate need or a legal requirement to solicit this type of data.
- 3.2 Where a legitimate need or legal requirement to collect sex and gender data has been identified, wherever it is possible the option should be made available for people to self-identify in categories that go beyond the two categories of “female” and “male.” The best practice is to allow employees to self-identify in an open text box.
- 3.3 If data will be used in demographics and analysis, or to improve service delivery, a separate demographic question may be used to identify transgender/non-binary service users (e.g. What is your gender: \_\_\_\_\_) Would you like to self-identify as: transgender, non-binary, Two-Spirit, or as a person with a history of sex/gender transition? Y/N). This information

should not be included on the individual's account or data profile, but used in the aggregate.

#### **4. Dress code**

- 4.1 All employees are entitled to dress in accordance with their gender identity or gender expression. If employees are required to wear uniforms, uniforms will be provided that reflects the employee's gender identity.

#### **5. Washrooms and change facilities**

- 5.1 The City of Hamilton will make all efforts to ensure that all employees can use washrooms with safety, privacy and dignity, regardless of their gender identity or gender expression.
- 5.2 All persons have the right to access washroom and change facilities based on their self-identified gender identity.
- 5.3 Where available, the City will provide an all-gender, single stall washroom/change room for use by any persons who desire it. The use of all-gender, single-stall washroom/change room should be an option that people may choose but should not be imposed upon an individual because of the individual's gender identity.
- 5.4 If any person has a bona fide reason to request additional privacy but private change room facilities are unavailable, accommodation will be provided on an individual basis to address the individual's needs. This may include such things as providing access to an office or a restricted area; implementing a change room schedule; redesigning existing facilities; and creating a private area within a public area (ie: separating an area with a curtain).
- 5.5 Harassment of any person in a washroom/change room based on their gender identity or gender expression, including a challenge to the person's right to access the washroom/change room space because of their gender identity or gender expression, is unacceptable. Any employee who engages in harassment will be subject to disciplinary action as outlined in the Harassment and Discrimination Prevention Policy and Personal Harassment Prevention Procedure.

- 5.6 All persons have the right to use City washroom and change room facilities without harassment, sexual harassment, voyeurism, and physical and sexual assault. In addition to any legal sanctions that these behaviours may result in, employees engaging in these behaviours are subject to disciplinary action as outlined in the Harassment and Discrimination Prevention Policy and Personal Harassment Prevention Procedure.

## **6. Employee Gender Transition**

- 6.1 The City is supportive of employees who decide to transition. The City will provide appropriate support and accommodation to employees during their transition process upon an employee's request.
- 6.2 The City of Hamilton's Human Rights, Access and Equity Office will provide resources and support to employees beginning, and throughout, the transitioning process. Resources and supports will be determined through the collaborative development of an individualized gender transition accommodation plan.
- 6.3 Transitioning employees are entitled to express their gender identity and gender expression without fear of discrimination, harassment, or reprisal.
- 6.4 The City will work with the employee and the employee's union representative (as applicable) to develop an individualized workplace gender transition accommodation plan to identify and address accommodation steps that may be required in the workplace to support the employee's transition. This plan may include timelines and dates for when the employee will be addressed by their new name and pronoun; when employment records will be changed; when and how other employees will be informed of the change; and how management and the union will otherwise support the transitioning employee.

## **7. Support for Employees**

- 7.1 The City's Human Rights, Access and Equity Office in Human Resources can provide employees with information, resources and support as required in order to provide high quality services to all persons and maintain an inclusive workplace environment.

- 7.2 Should employees need assistance or guidance at any time in the implementation of this Protocol, they are advised to contact Human Rights, Access and Equity as soon as possible.

### **Review Schedule**

The Transgender and Gender Non-Conforming Protocol will be reviewed on an annual basis, in tandem with the Harassment and Discrimination Policy and the Equity and Inclusion Policy.

### **History**

This protocol was approved by Council on 03-08-2017

# Appendix A: Glossary for Understanding Gender Identity and Gender Expression

The definitions identified below are based primarily on the Ontario Human Rights Commission's (OHRC) Policy on Gender Identity and Gender Expression.

The City recognizes that there may be some contention around these definitions within various communities, but has adopted those from the OHRC for alignment and consistency. This list of definitions is not exhaustive, and is not intended to be a comprehensive educational review. Employees who would like more information are encouraged to consult the resources identified in Appendix B, or to contact Human Rights, Access & Equity Section of Human Resources.

**Sex:** the classification of people as male, female or intersex. Sex is usually assigned at birth and is based on an assessment of a person's reproductive systems, hormones, chromosomes and other physical characteristics.

**Gender identity:** each person's internal and individual experience of gender. It is a person's sense of being a woman, a man, both, neither, or anywhere along the gender spectrum. A person's gender identity may be the same as or different from their birth-assigned sex.

For most people, their sex and gender identity align. For some, it does not. A person may be born male but identify as a woman, or born female but identify as a man. Other people may identify outside the categories of woman/man, or may see their gender identity as fluid and moving between different genders at different times in their life.

**Gender expression:** how a person publicly presents or expresses their gender. This can include behaviour and outward appearance such as dress, hair, make-up, body language and voice. A person's chosen name and pronoun are also common ways people express their gender. Others perceive a person's gender through these attributes.

All people, regardless of their gender identity, have a gender expression and they may express it in any number of ways. For trans people, their chosen name, preferred pronoun and apparel are common ways they express their gender. People who are trans may also take medically supportive steps to align their body with their gender identity.

**Trans or transgender:** an umbrella term that describes people with diverse gender identities and gender expressions that do not conform to stereotypical ideas about what it means to be a girl/woman or boy/man in society. "Trans" can mean transcending beyond, existing between, or crossing over the gender spectrum. It includes but is not

limited to people who identify as transgender, transsexual, cross dressers or gender non-conforming (gender variant or gender queer).

“Trans” includes people whose gender identity is different from the gender associated with their birth-assigned sex. Trans people may or may not undergo medically supportive treatments, such as hormone therapy and a range of surgical procedures, to align their bodies with their internally felt gender identity.

People who have transitioned from one gender to another may simply identify as female or male. Others may also identify as trans, as a trans woman or a trans man. Some people may identify as trans and not use the labels “female” or “male.” Others may identify as existing between male and female or in different ways beyond the binary of male/female.

Trans people may identify their gender in many ways. There is no single or universal experience of what it means to be trans. As a result, different trans people face distinct forms of discrimination in society, and this may relate to whether they identify as male, female, a person with a trans history, a person in the process of transitioning, a trans man, trans woman, transsexual, or gender non-conforming.

**Gender non-conforming/gender variant/gender queer:**<sup>[1] [2]</sup> individuals who do not follow gender stereotypes based on the sex they were assigned at birth. They may identify and express themselves as “feminine men” or “masculine women” or as androgynous, outside of the categories “boy/man” and “girl/woman.” People who are gender non-conforming may or may not identify as trans.

**Trans man and trans woman:** A person whose sex assigned at birth is “female” and identifies as a man may also identify as a trans man (female-to-male FTM). A person whose sex assigned at birth is “male” and identifies as a woman may also identify as a trans woman (male-to-female MTF).

**Transitioning:** refers to a host of activities that some trans people may pursue to affirm their gender identity. This may include changes to their name, sex designation, dress, the use of specific pronouns, and possibly medically supportive treatments such as hormone therapy, sex-reassignment surgery or other procedures. There is no checklist or average time for a transition process, and no universal goal or endpoint. Each person decides what meets their needs.

**“Lived” gender identity:** the gender a person internally feels (“gender identity” along the gender spectrum) and publicly expresses (“gender expression”) in their daily life

including at work, while shopping or accessing other services, in their housing environment or in the broader community.

**Sexual orientation and gender identity are different:** sexual orientation describes human sexuality, from gay and lesbian to bisexual and heterosexual orientations.<sup>[3]</sup> A person's gender identity is fundamentally different from and not related to their sexual orientation. Because a person identifies as trans does not predict or reveal anything about their sexual orientation. A trans person may identify as gay, lesbian, queer, straight or bisexual, just as people who do not identify as trans.

**Two-Spirit:** a term used by Aboriginal people to describe from a cultural perspective people who are gay, lesbian, bisexual, trans or intersex. It is used to capture a concept that exists in many different Indigenous cultures and languages. For some, the term Two-Spirit describes a societal and spiritual role that people played within traditional societies, such as: mediators, keepers of certain ceremonies, transcending accepted roles of men and women, and filling a role as an established middle gender.<sup>[4]</sup>

**Cisgender and cisnormativity:** most people are "cisgender" (not trans); that is, their gender identity is in line with or "matches" the sex they were assigned at birth. Cisnormativity ("cis" meaning "the same as") refers to the commonplace assumption that all people are cisgender and that everyone accepts this as "the norm." The term is used to describe prejudice against trans people that is less overt or direct and more widespread or systemic in society, organizations and institutions. This form of systemic prejudice may even be unintentional and unrecognized by the people or organizations responsible.

**Transphobia:** the aversion to, fear or hatred or intolerance of trans people and communities. Like other prejudices, it is based on stereotypes and misconceptions that are used to justify discrimination, harassment and violence toward trans people.

---

[1] Gender queer: "those who identify their gender outside of traditional gender categories and may not identify as either trans men or trans women. Some gender queer individuals pursue medical transition options and some do not." Pyne, *supra* note 34, at 9.

[2] While the OHRC combines the terms Gender non-conforming/gender variant/gender queer in their definitions, the City of Hamilton recognizes that these terms are unique, different and not synonymous.

[3] Sexual orientation is also a protected ground under the *Code*

[4] 2-Spirited People of the 1st Nations, *Our Relatives Said: A Wise Practices Guide* (2008) online: 2-Spirited People of the 1st Nations, [www.2spirits.com](http://www.2spirits.com).

# Appendix B: Additional Resources

## APPENDIX B: Additional Resources

City of Hamilton  
Human Resources Division  
Human Rights, Access & Equity Section  
905.546.2424 ext. 8080 or 6134

### Guiding Legislation:

The Ontario *Human Rights Code*  
<https://www.ontario.ca/laws/statute/90h19>

Canadian Charter of Rights and Freedoms  
<http://laws-lois.justice.gc.ca/eng/const/page-15.html>

### For Further Information on Gender Identity and Gender Expression:

Policy on Preventing Discrimination Because of Gender Identity and Gender Expression  
<http://www.ohrc.on.ca/en/policy-preventing-discrimination-because-gender-identity-and-gender-expression>

Questions and Answers about Gender Identity and Pronouns  
<http://www.ohrc.on.ca/en/questions-and-answers-about-gender-identity-and-pronouns>

Creating Authentic Spaces: A Gender Identity and Gender Expression Toolkit to Support the Implementation of Institutional and Social Change  
<http://www.the519.org/news/gender-expression-toolkit>



# Appendix C: Council Report



## CITY OF HAMILTON City Manager's Office Human Resources

<b>TO:</b>	Chair & Members Audit Finance & Administration Committee
<b>COMMITTEE DATE:</b>	March 6, 2017
<b>SUBJECT/REPORT NO:</b>	Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons (HUR17002) (City Wide)
<b>WARD(S) AFFECTED:</b>	City Wide
<b>PREPARED BY:</b>	Maxine Carter(905) 546-2424 Ext. 6419 Jodi Koch (905) 546-2424 Ext. 3003 Aine Leadbetter (905) 546-2424 Ext. 6667 Bonnie MacPhail (905) 546-2424 Ext. 4552
<b>SUBMITTED BY:</b>	Lora Fontana Executive Director Human Resources & Organizational Development
<b>SIGNATURE:</b>	

### RECOMMENDATION

That the Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons, attached as Appendix A to Report HUR17002 be approved.

### EXECUTIVE SUMMARY

In April 2016, a legal settlement was reached between the City and a transgender woman respecting a human rights application after the woman was denied entry to the women's washroom and offered the universal washroom at the MacNab Street Transit Terminal. The legal settlement included an agreement to codify specified City practices with regard to the protected grounds of gender identity and gender expression and the rights of transgender and gender non-conforming persons, as the practices apply to both employees' internal conduct with each other and with the provision of customer service to the public. Protections for gender identity and expression have been recognized in Canadian Human Rights jurisprudence for more than two decades. In Ontario, the Ontario Human Rights Commission has had policy on these grounds since March 2000, and the protections were explicitly codified in the Ontario *Human Rights Code* in June 2012.

City staff have developed the Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons (Appendix A to Report HUR17002) to meet the obligations specified in the Minutes of Settlement and to codify its broader commitment and practices as referenced in the City's Equity and Inclusion and Harassment and Discrimination Policies as they relate to the transgender community, ensuring specifically that:

- (i) Individuals have the right to access gender-segregated facilities in accordance with their self-identified gender identity;
- (ii) An individual shall be addressed by the individual's preferred name and referred to by pronouns corresponding to the individual's self-identified gender identity; and
- (iii) Where possible, the City will provide an all-gender, single stall washroom and change room facilities for use by any persons who desire increased privacy. Use of an all-gender, single stall washroom and change room facilities should be an option that people may choose but should not be imposed upon an individual because of the individual's transgender identity.

## **ALTERNATIVES FOR CONSIDERATION**

### **Not Applicable**

## **FINANCIAL – STAFFING – LEGAL IMPLICATIONS)**

**Financial:** There will be costs associated with the enhanced harassment and discrimination prevention training that will communicate with and educate staff about the practices identified in the Protocol. Staff will assess to determine costs and what resources are required as part of the development of the plan to enhance training.

**Staffing:** No additional staff will be required to implement the Protocol. Existing Human Rights, Access and Equity staff will provide resources and information in support of staff and management city-wide.

**Communication:** A Question and Answer (Q & A) was distributed in January 2017 and ongoing to all staff where new washroom and change facilities signage is posted and is available on the City Intranet in support of the installation of signage at over 1400 washroom and change facilities.

Within one month of Council's approval of the Protocol, the Protocol will be distributed to all employees and be made available to the Public in the normal manner for distributing policy approved by Council

Enhanced harassment and discrimination prevention training, specific to the protected grounds of gender identity and gender expression and the Protocol will be provided for existing staff to ensure that the Protocol is understood and implemented consistently, appropriately, and in keeping with existing City of Hamilton Policies, the Ontario *Human Rights Code* and the Ontario Human Rights Commission *Policy on preventing discrimination because of gender identity and gender expression*.

**Legal:** Legal liability could ensue if the Protocol is not followed.

## **HISTORICAL BACKGROUND**

In April 2016, a legal settlement was reached between the City and a transgender woman respecting a human rights application after the woman was denied entry to the women's washroom and was offered the universal washroom at the MacNab Street Transit Terminal.

In May of 2016, a working group was formed from City employees with the goal of codifying the City's practices with regard to gender identity and gender expression as set out in the *Code*. The working group has representation from Human Resources, including Human Rights and Policy and Planning; Access and Equity; with Communications and Legal in an advisory capacity.

At the same time, the City sought to secure an expert consulting group with expertise in the rights of transgender persons, gender identity and gender expression to assist in the development and review of the Protocol. In July 2016, the services of Egale Canada, Human Rights Trust were obtained.

A Trans Inclusion focus group, with representation from a cross section of City staff was held by Egale in August 2016, to better understand the City's requirements and objectives. Egale also reviewed and provided ongoing input during the development of the Protocol from September to November 2016.

In December 2016, the Protocol was reviewed by Policy Review Group, Union Executives, Human Resources Leadership Team, and Senior Leadership Team.

In January and February 2017, the Ontario Human Rights Commission reviewed and commented on the Protocol. In addition, an independent lawyer with expertise in human rights and the rights of transgender and gender non-conforming persons reviewed the document and provided input. This review and input did not constitute legal advice; the review of the document to ensure legal compliance was conducted by City of Hamilton solicitors.

## **POLICY IMPLICATIONS AND LEGISLATED REQUIREMENTS**

The City of Hamilton has a legislative obligation to ensure that we act and deliver services in compliance with the Ontario *Human Rights Code*. This requires the corporation to ensure that discrimination against people based on the protected grounds in protected social areas is prohibited. Protected grounds include age; ancestry, colour, race; citizenship; ethic origin; place of origin; creed; disability; family status; marital status; receipt of public assistance (in housing only); sex; sexual orientation; and gender identity and gender expression

In order to ensure that we meet our obligations, the City has a number of internal policies and procedures available to support and guide employees. The Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons will not alter these existing policies, rather, as it codifies practices that are already in place, it is intended to supplement and be read in conjunction with existing City policies.

### **RELEVANT CONSULTATION**

A number of groups internal to the City have been consulted in the development and review of the Protocol. Consultations included: the City's Corporate Policy Review Group, Human Resources Leadership Team, Union Executives, and Senior Leadership Team.

The working group responsible for the development of the Protocol also consulted best practice and researched additional examples from other municipalities and other public institutions.

Externally, input was sought from the City's LGBTQ Advisory Committee and feedback was received. Written input was also received through various sources from members of the broader community and considered in the development of the Protocol.

Egale Canada Human Rights Trust, an organization with expertise in the Ontario *Human Rights Code*, gender identity and gender expression issues, and transgender rights, was retained to consult on the development of the document. A focus group was conducted by Egale with internal stakeholders in order to understand the City's needs, provide expert input and ongoing comments in support of the City's efforts

In addition, as per the terms of the legal settlement, the Protocol was also reviewed by the Ontario Human Rights Commission and an external human rights lawyer with expertise on the rights of transgender and gender diverse persons. This review and input did not constitute legal advice; the review of the document to ensure legal compliance was conducted by City of Hamilton solicitors.

Ongoing support, resources and education will be available to all employees, management and departments through the Human Rights, Access and Equity section in the Human Resources Division.

## **ANALYSIS AND RATIONALE FOR RECOMMENDATION**

Toby Dancer (1953-2004) was a transgender woman. She was also a celebrated record producer and musician (Canadian folk legend Ian Tyson credits Dancer with the distinctive sound of his platinum album *Cowboyography* (1987).) In 2012, Dancer's name entered history in a new way: the Province of Ontario enacted Toby's Law – legislation forbidding discrimination on the basis of gender identity and gender expression. Toby's Law creates equality for transgender and gender non-conforming people.

The history of Hamilton is one of movement toward justice. In the spirit of Toby's Law, the City recognizes the full equality of transgender and gender non-conforming Hamiltonians. Hamilton is diverse – a city of rural and urban communities, and communities of richly varied culture, ethnicity, origin, language, and religion. Gender diversity is a part of what makes us strong. Transgender persons are an invaluable source of social wealth. This is as true of our Hamilton transgender and gender non-conforming employees and citizens, as it was of Toby Dancer.

The City of Hamilton is committed to ensuring that transgender and gender non-conforming persons are treated with full dignity, whenever they interact with City and City-funded services or are employees of the City. It is our privilege to serve the transgender community and support our staff.

In this Protocol, we lay out the principles that are guiding our ongoing work, as a municipal government, to respect transgender equality in a real way. Toby's Law and the Ontario *Human Rights Code* are the basis of the City's legal obligations. Our deeper commitment is to human dignity as a moral fact.

The Mayor of Hamilton begins our City Council meetings by acknowledging that we are located on the shared territory of the Haudenosaunee and the Mississauga on lands protected by the Dish With One Spoon wampum – an historic peace agreement between the Haudenosaunee and Anishinaabe to share the land, water, plants, and animals, with respect. In significant part, acknowledging Indigenous territory and historic treaties means showing respect for Two-Spirit people – those Indigenous people who identify with the spiritual and social roles for LGBT / LGBTQIAAP people. We acknowledge the diverse Indigenous conceptions of gender identity and gender expression, which flourished pre-contact with colonial settlers, and that continue to evolve today.

The City recognizes that the Two Spirit community deserves special honour. Our Protocol for Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons is mindful of the equality of Two Spirit people.

Transgender and gender non-conforming persons face stigma, discrimination transphobia, and often violence, on a regular basis. This can have detrimental results; transgender persons may face exclusion from community and social spaces, face unemployment, and avoid seeking health care. Similarly, it is suggested that these exclusions may also extend to education and social services (Trans Pulse Project).

Transgender and gender non-conforming persons face health disparities linked to the stigma, discrimination, prejudice, systemic exclusion, harassment, and violence they experience. Higher rates of substance use, depression, anxiety, and suicide have been found in transgender and gender non-conforming persons. Health disparities extend beyond mental health issues and further impact on physical health. Increased social inclusion and decreased transphobia have been shown to decrease rates of suicidal ideation and attempts. Addressing discrimination by having inclusive and accepting, built, social, and administrative environments is integral to maintaining the health, mental health, and well-being, of transgender and gender non-conforming persons, and facilitating their cultural, economic, social, participation and contribution to enhance the fabric of the City's vibrant and diverse public life.

City policies and procedures have been developed to ensure compliance with the *Code*, and the City is committed to ensuring that all members of our community, including employees are treated equitably and with dignity and respect. This Protocol does not alter the City's commitment to human rights, rather enhances it and goes further in assisting employees with the practical application of the *Code* as it pertains to one of the more vulnerable groups within our community. Having a clear, consistent approach not only meets our obligations from the legal settlement, but more importantly will ensure that City employees are applying the intent of the *Code* correctly and that trans persons within our workforce and community are treated with fairness and equity when using City services and interacting with staff, and when staff interact with each other.

## **ALTERNATIVES FOR CONSIDERATION**

None

## **ALIGNMENT TO THE 2016 – 2025 STRATEGIC PLAN**

### **Community Engagement & Participation**

*Hamilton* has an open, transparent and accessible approach to City government that engages with and empowers all citizens to be involved in their community

**Culture and Diversity**

*Hamilton* is a thriving, vibrant place for arts, culture, and heritage where diversity and inclusivity are embraced and celebrated.

**Healthy and Safe Communities**

*Hamilton* is a safe and supportive city where people are active, healthy, and have a high quality of life.

**Our People and Performance**

*Hamiltonians* have a high level of trust and confidence in their City government.

**APPENDICES AND SCHEDULES ATTACHED**

Appendix A to Report HUR17002 - : Protocol re: Gender Identity and Gender Expression; Transgender and Gender Non-Conforming Persons

March 27, 2017

RECEIVED

MAR 31 2017

Chief Eric Girt  
Hamilton Police Services  
155 King William St  
Box 1060, LCD1  
Hamilton, ON L8N 4C1

CHIEF'S OFFICE  
HAMILTON POLICE SERVICE

Dear Chief <sup>Eric</sup> Girt,

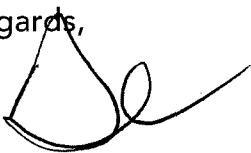
Your commitment to our Awards Program has made a profound difference to our students by helping them meet the challenge of obtaining a post-secondary education. On behalf of all those students who have benefitted, and those who will benefit in the future, please accept our sincere gratitude for your support of the Hamilton Police Services Board Bursary.

We are pleased to let you know that Nicole Bushey, Vanessa Hervieux, Megan Russell and Reagan Teeple were selected as the 2016/2017 recipients of the Hamilton Police Services Board Bursary. In appreciation of your generosity, you will find enclosed special thank you letters.

There is nothing more gratifying than watching students grow and transform in an academic setting. The financial assistance you provide to our students makes education accessible and sets a tremendous example of community partnership.

Once again, thank you for your ongoing dedication to Mohawk College and our students. Because of donors like you, our graduates emerge future-ready.

Regards,



Ron J. McKerlie  
President, Mohawk College Foundation

Encl.

*Eric*  
*Thank you for the support*  
*of the Hamilton Police Services.*  
*These funds are making a*  
*difference for these four*  
*students.*  
*Regards*  
*Ron*

P.S. If you are interested in reviewing and updating the award criteria, please feel free to contact Gena Dureault at [gena.dureault@mohawkcollege.ca](mailto:gena.dureault@mohawkcollege.ca) or 905-575-2208.

Be sure to follow us on Twitter  @MOHAWKFDN

Charitable Registration No. 11924 5744 RR0001

T. 905-575-2186 | F. 905-575-2371  
Fennell Campus | Room C117  
135 Fennell Ave W, PO Box 2034  
Hamilton, ON L8N 3T2  
[mohawkcollegefoundation.ca](http://mohawkcollegefoundation.ca)

*April PSB (info)*



RECEIVED

January 11, 2017

Hamilton Police Services Board

MAR 31 2017

CHIEF'S OFFICE  
HAMILTON POLICE SERVICE

To the generous donors of the *Hamilton Police Services Board*:

My name is Reagan Teeple and I am a student in the Police Foundations Co-op program at Mohawk College. I chose Mohawk College due to its amazing facilities not only around the Justice Studies department, but as a college. I researched and visited multiple colleges before deciding Mohawk was the right fit for me. To be a member of Law Enforcement is my ultimate career goal.

Growing up in a small town has made me understand community involvement in policing more than I believe I would have growing up in a city. I have known from a young age that I wanted to help people for a living and I would love to be able to give back and help protect the community that raised me. Finding the Police Foundations Co-op program was a game changer for me and I knew it was the perfect program. I have successfully completed 3 semesters, as well as 2 co-op terms thus far. My education is very important to me and I always fear being in a position where I can not purchase textbooks that will help me to learn and better understand the content because I can not afford them. This scholarship will be put towards purchasing required textbooks for my fourth and final semester of my program. I want to take this opportunity to express my sincere gratitude for being awarded this scholarship.

I believe that it is organizations and corporations like the Hamilton Police Services Board who are generous enough to donate that make all the difference for students. It means so much to me to even be considered for an award, and I promise to do well with your investment. Thank you once again for this amazing opportunity to better educate myself using textbooks purchased with your donation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Reagan Teeple', with a stylized flourish at the end.

Reagan Teeple

RECEIVED

MAR 31 2017

CHIEF'S OFFICE  
HAMILTON POLICE SERVICE

January 16th, 2017  
Hamilton Police Services Board Award

To the generous donors of the *Hamilton Police Services Board*:

As the recipient of the *Hamilton Police Services Board Bursary*, I would like to express my sincere gratitude for the tremendous support that you have provided me through this donation. Upon hearing that I was selected as the recipient of this bursary, I was very delighted and greatly appreciative.

My name is Megan Russell and I am currently in my fourth semester of Police Foundations at Mohawk College. Aside from being a student there, I am also a tutor in the writing centre. I decided to return to school after working many years and finding that my job left me without a sense of accomplishment. Returning to school has been a very rewarding change, and I feel like I have made the right decision in working towards a future career in policing. By awarding me the *Hamilton Police Services Board Bursary*, you have helped in allowing me to focus more on my current goals rather than the financial burden of post-secondary education. I will be able to spend more time focusing on my education and volunteering in the community.

I look forward to successfully achieving my academic goals and continuing to assist others in reaching theirs. I thank you once again for your generous support in this endeavour.

Sincerely,

*Megan Russell*

Megan Russell

RECEIVED

January 17, 2017

Hamilton Police Services Board

To the generous donors of the Hamilton Police Services Board:

RECEIVED

MAR 31 2017

CHIEF'S OFFICE  
HAMILTON POLICE SERVICE

I am writing to thank you for your generous donation. I am very excited and grateful to learn that I was selected as the recipient of this award for the second year in a row.

I am currently in my second year, fourth semester of Police Foundations at Mohawk College. I am currently taking the proactive steps necessary to pursue a career in border services and policing. Thanks to your generosity, I am one step closer to making my goals possible. This award could not have come at a better time, with my second year coming to a wrap, and my interest in a third year of studies. This is the perfect encouragement to further promote myself in the Justice sector. Your continued generosity pushes me to strive for my full potential and take every opportunity that I can.

By awarding me the Hamilton Police Services Board Award, you have lightened my financial burden which allows me to continue to put academics first. Your generosity inspires me to continue to follow my dreams by staying motivated and dedicated towards helping and bettering my community. I hope to one day be able to help students achieve their goals just as you have helped me.

Sincerely,



Vanessa Hervieux

RECEIVED

MAR 31 2017

January 15<sup>th</sup>, 2017

Hamilton Police Services Board Award

CHIEF'S OFFICE  
HAMILTON POLICE SERVICE

To the generous donors of the Hamilton Police Services Board Award:

My name is Nicole Bushey and I am currently attending Mohawk College and am taking Police Foundations. I am so thankful to be the recipient of this award. My one true wish is to be a police officer and to serve my community and the help of this award is bringing me one step closer to that dream. I aspire to be a member of the community that can make it a safer and better place for everyone in society. I hope to work towards the common good of the community by helping those in need, keeping everyone safe, and preventing crime.

Furthermore, I am in my last semester of school and it has honestly been one of the best experiences I have ever had. My professors are wonderful, as are the students. I truly met some of my closest friends and I have thoroughly enjoyed every class I have had. However, I never realized how hard it would be to pay for school. Book expenses, tuition and so forth add up so easily and I am unable to afford it myself. Nor can my parents. I am completely relying on OSAP to aid me with all financial aspects of school. I am truly so humbled and extremely grateful to have received this award. It has helped make some of my school payments more manageable and has taken some weight off my shoulders. This generosity and kindness has not only been a help to me, but for my future.

I don't know if I can even begin to put into words how truly thankful I am to have been considered and chosen as the recipient of this award. Offering awards like this to students in financial need is truly amazing and I will forever be appreciative and gratified more than anyone may know. It is an honor and huge relief. Thank you so very much for this generous donation to support students like me...I would not be able to reach my educational goals or lifelong dream of being a police officer if it wasn't for this award. Thank you once again, I am blown away by the generosity I have been shown.

Sincerely,



Nicole Bushey



# HAMILTON POLICE SERVICE

ERIC GIRT CHIEF  
KEN WEATHERS  
FIELD SUPPORT  
DAN KINSELLA  
COMMUNITY PC

# 4.5(I)

March 10, 2017

Mr. Ron J. McKerlie  
President  
Mohawk College  
Office of the President  
135 Fennell Avenue West  
P.O. Box 2034  
Hamilton, Ontario  
L8N 3T2

Dear Mr. McKerlie:

**RE: Annual Gift Agreement Bursary – Pledged Between The Hamilton Police  
Services Board and The Mohawk College Foundation**  
**Our Reference: PSB #15-127**

The Hamilton Police Services Board approved the establishment of an Annual Award of \$2,500.00, with a five-year commitment totaling \$12,500.00, at the October Police Services Board Meeting, held on October 22, 2015.

As per the Agreement, please find enclosed our cheque in the amount of \$2,500.00, representing the third installment (March 2017) of the Bursary for students in the School of Justice and Wellness Studies, in the Police Foundations Program. The remaining two (2) payments will be made in March 2018 and 2019, as established.

The Hamilton Police Service is proud to support the School of Justice and Wellness Studies, in the Police Foundations Program.

Sincerely,

Eric Girt  
Chief of Police

EG:nu

Enclosure: *Cheque #000978 - \$2,500.00*

cc Hamilton Police Services Board

**Ministry of Community Safety  
and Correctional Services**

Public Safety Division

25 Grosvenor St.  
12<sup>th</sup> Floor  
Toronto ON M7A 2H3

Tel.: 416 314-3377  
Fax: 416 314-4037

**Ministère de la Sécurité communautaire  
et des Services correctionnels**

Division de la sécurité publique

25, rue Grosvenor  
12<sup>e</sup> étage  
Toronto ON M7A 2H3

Tél.: 416 314-3377  
Télec.: 416 314-4037



4.5(m)

**MEMORANDUM TO:** All Chiefs of Police and  
Commissioner J.V.N. (Vince) Hawkes  
Chairs, Police Services Boards

**FROM:** Stephen Beckett  
Assistant Deputy Minister  
Public Safety Division and Public Safety Training Division

**SUBJECT:** Request for Feedback on Police Street Checks Public  
Awareness

<b>DATE OF ISSUE:</b>	<b>April 4, 2017</b>
<b>CLASSIFICATION:</b>	<b>For Action</b>
<b>RETENTION:</b>	<b>April 19, 2017</b>
<b>INDEX NO.:</b>	<b>17-0025</b>
<b>PRIORITY:</b>	<b>Normal</b>

I am pleased to share with you the attached memo from Communications Branch Director Stuart McGetrick, dated March 31, 2017, requesting feedback on the ministry's public education campaign materials in relation to O. Reg. 58/16 Collection of Identifying Information in Certain Circumstances ("street checks").

All feedback must be submitted to [MCSCS.Feedback@ontario.ca](mailto:MCSCS.Feedback@ontario.ca) no later than April 19, 2017. Please see the attached memo for further details.

Thank you for your collaboration,

A handwritten signature in black ink, appearing to be "S. Beckett", written over a horizontal line.

for Stephen Beckett  
Assistant Deputy Minister  
Public Safety Division and Public Safety Training Division

**Ministry of Community Safety  
and Correctional Services**

**Ministère de la Sécurité communautaire  
et des Services correctionnels**



Communications Branch

Direction des communications

25 Grosvenor Street  
10<sup>th</sup> Floor  
Toronto ON M7A 1Y6  
Tel: 416-314-7868  
Fax: 416-326-0498

25, rue Grosvenor  
10<sup>e</sup> étage  
Toronto ON M7A 1Y6  
Tél. : 416-314-7868  
Télec. : 416-326-0498

DC-2017-45

**FROM:** Stuart McGetrick  
Director, Communications Branch

**DATE:** **MAR 3 1 2017**

**SUBJECT:** Request for Feedback on Police Street Checks Public Awareness

---

On January 19, 2017, I wrote to you and shared the public awareness materials developed by the ministry in support of the new street checks regulation. These materials included web content, social media shareables and a printable poster and fact sheet.

The products were designed to prevent confusion and help people understand what they can expect during police interactions under the new regulation. The products address when the regulation applies and when it does not, including that it does not apply to a driver who is the subject of a traffic stop.

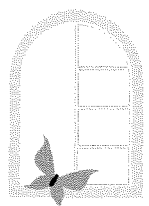
I am now writing to ask for your feedback on these materials as well as to ask you for any overall insights you have about public awareness about the new regulation. Your feedback will help inform decisions about whether changes are needed to these products to ensure that they meet the objective of clearly communicating the changes in a way that members of the public can understand.

If you can also share any information about whether you used these products, and how, that would be greatly appreciated. I would be grateful for receiving any feedback you have by April 19, 2017.

I would like to thank you in advance for your assistance.

Sincerely,

Stuart McGetrick  
Director, Communications Branch  
Ministry of Community Safety and Correctional Services



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of Hamilton  
SAVING & CHANGING LIVES EVERY DAY



OUR COMMUNITY PROGRAMS



www.intervalhousehamilton.org

**4.5(n)**

**SAVING AND CHANGING LIVES EVERY DAY**

March 23, 2017

Nadia Urciuoli Executive Assistant  
Hamilton Police Services  
155 King William Street  
PO Box 1060, LCD1  
Hamilton ON L8N 4C1

**RECEIVED**

MAR 27 2017

**CHIEF'S OFFICE**  
HAMILTON POLICE SERVICE

Dear Friends:

Re: Sponsorship of "Drives for Lives" Golf Tournament

I am writing today to thank you for your generous contribution to our 15th Annual "Drives for Lives" Golf Tournament.

On behalf of our golf committee and our board of directors, your gift/sponsorship of a hole will make a huge difference in the lives of abused women and children at Interval House of Hamilton. The funds raised from this tournament will provide women with a warm and safe place to rest, food and supportive counselling. It will also provide children with an opportunity for a different life.

Without donors like you we would not be able to fulfill these needs. Once again thank you very much.

Sincerely,

Nancy Smith  
Executive Director

*April PSB Info me*

**MAIN OFFICE**

630 Sanatorium Road, Hamilton, ON L9C 7S7  
Tel: 905-387-9959 | Fax: 905-387-0019  
info@intervalhousehamilton.org

**WOMEN'S CENTRE OF HAMILTON**

100 Main St. E., Suite 205, Hamilton, ON L8N 3W4  
Tel: 905-522-0127 | Fax: 905-522-7220  
womenscentre@intervalhousehamilton.org

**FLAMBOROUGH WOMEN'S RESOURCE CENTRE**

17 Main St. S., Unit C, P.O. Box 1499, Waterdown, ON L0R 2H0  
Tel: 289-895-8580 | Fax: 289-895-8525  
fwrc@intervalhousehamilton.org

**JARED'S PLACE**

100 Main St. E., Suite 205, Hamilton, ON L8N 3W4  
Tel: 905-522-0127 | Fax: 905-522-7220  
legaladvocate@intervalhousehamilton.org



Thursday, March 30,

**4.5(o)**

From:  Leo Nupolu Johnson <leojonline@empowermentsquared.org>  
Subject: THANK YOU!  
To:  **Nadia Urciuoli**  
Cc:  "justmadeleine@sympatico.ca" <justmadeleine@sympatico.ca>

RECEIVED

MAR 30 2017

CHIEF'S OFFICE  
HAMILTON POLICE SERVICE

Dear Chief Girt and Madeleine,

I want to thank you both and the Hamilton Police Service for coming out to support Empowerment Squared's 2017 Gala last Friday. Your presence was truly an honour and for that our entire team is truly grateful.

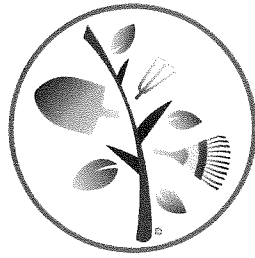
Based on feed back we've received so far, the event was well received by the community and many others who were in attendance. On behalf of our entire team, THANK YOU!

Leo Nupolu Johnson  
Executive Director | Empowerment Squared  
225 King William Street Suite 217  
Hamilton | Ontario L8R 1B1  
905 529 4483 x 223  
w: [www.empowermentsquared.org](http://www.empowermentsquared.org)

**f: [www.facebook.com/EmpowermentSquared](https://www.facebook.com/EmpowermentSquared)**  
**t: [@EmpowermentSqd](https://twitter.com/EmpowermentSqd)**

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*RSB Info (April) mu*



**HAMILTON  
VICTORY  
GARDENS**

**4.5(p)**

March 29, 2017

Greetings, Members of The Hamilton Police Service!

As J. Jobb put it, *"The best things that can come out of the garden are GIFTS for other people!"*

We here at Hamilton Victory Gardens want to express once again our appreciation for your organization's generous donation in 2016 that assisted us in donating over 42,300 pounds of fresh produce **GIFTS** to families and individuals in need in the Greater Hamilton Area.

It is time for the 2017 growing season at Hamilton Victory Gardens to begin—and we are very excited about our plans and goals for this new season. Our plans include, among other projects, the construction of small garden sites at **3 local health facilities** so that the in-patients and participants in outreach programs at these facilities can take part in therapeutic gardening programs at their on-site Victory Garden.

To start off the new season in style, we are having our **Second Annual KICK-OFF EVENT on Saturday, April 22<sup>nd</sup>**. As a valuable supporter of our organization in 2016, **YOU ARE INVITED** to join us for a time of food; souvenirs (including a new colour of T-shirt); fellowship with local dignitaries, other supporters and many of our volunteers; and an opportunity to tour the Cancord garden site (our largest, with 183 raised beds of 4 ft. by 16 ft.). You will also have a chance to see some of the in-kind donations that companies have provided for us, and enter a raffle for a special prize!!

Enclosed please find **YOUR organization's official invitation** to our Kick-Off Event on April 22<sup>nd</sup>. We sincerely hope that many of you can attend and join in the fun!!

All the best—and thanks again!

*The Hamilton Victory Gardens Team*

Website: [hamiltonvictorygardens.org](http://hamiltonvictorygardens.org)  
Email: [hamiltonvictorygardens@gmail.com](mailto:hamiltonvictorygardens@gmail.com)  
Phone: 289-237-7714

***P.S. Check us out on Facebook at @HamVictoryGardens***



You're invited to  
**Our 2nd Annual  
Garden Kick off**

Come celebrate the 2017 season and help #FEEDHAMILTON

## **WE HOPE YOU CAN ATTEND**

Your attendance and support will help us raise awareness about food insecurity issues in our own community and how we can help #FeedHamilton.

So come and join us for a time of food, souvenirs, a garden tour, and a chance to win a giveaway prize.

**APRIL 22, 2017 BETWEEN NOON - 3PM**

THE HVG CANCORD SITE, BEHIND THE FOOD BASICS AT  
BARTON ST AND MARY ST.

[www.hamiltonvictorygardens.org](http://www.hamiltonvictorygardens.org)





## HAMILTON POLICE SERVICES BOARD

### OUTSTANDING ISSUES as of April 13, 2017

ITEM	ORIGINAL DATE	ACTION REQUIRED	STATUS	EXPECTED COMPLETION DATE
1. Other Business	May 26, 2016	That Member Whitehead work with the Board Administrator to implement the use of Electronic devices for monthly agendas.	PSB 16-001 – Ongoing	3 <sup>rd</sup> Quarter of 2016
2. Board Policy – Board Member Training & Travel and Expense Reimbursement Policies	December 15, 2016	That the Administrator, Vice Chair, Member Whitehead and the Administrator, prepare for approval policies with respect to Travel and Expense Reimbursement and Board Training.		2 <sup>nd</sup> Quarter of 2017
3. Body-Worn Camera Steering Committee Second Year Report (PSB 16-127)	December 15, 2016	That the Board request staff to report back and provide a proposal, which will include options for scope and size (small, medium and large), policy and expected costs, on the feasibility of entering into a pilot project with respect to Body-Worn Cameras. This report is to be provided by the 3 <sup>rd</sup> quarter of 2017.		3 <sup>rd</sup> Quarter of 2017
4. Statistics on Sexual Assault Data Collection	February 9, 2017	The Hamilton Police Services to review all unfounded sexual assault cases dating back to 2010, and that Chief Girt be requested to report back to the Board as soon as possible on the findings		

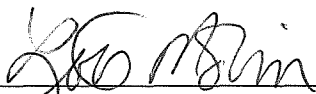
4.5 (q)

**HAMILTON POLICE SERVICES BOARD****- RECOMMENDATION -**

**DATE:** 2017 April 13  
**REPORT TO:** Chair and Members  
Hamilton Police Services Board  
**FROM:** Lois Morin  
Administrator  
**SUBJECT:** *Donation to Crime Stoppers of Hamilton*  
(PSB 17-043)

**RECOMMENDATIONS:**

- a) That a cheque, in the amount of \$2,500.00, be presented to Crime Stoppers of Hamilton in memory of members of the service and their family members who passed away in 2016.
- b) That these funds be taken from the Police Services Board Auction Account.



Lois Morin  
Administrator

**FINANCIAL / STAFFING / LEGAL IMPLICATIONS:**

**FINANCIAL –** Funds will be taken from the Hamilton Police Services Board Auction Account.

**STAFFING –** n/a

**LEGAL –** n/a

***BACKGROUND:***

In February of 2016 the Board discussed their responsibilities surrounding the death of a member or family member of the service. After discussion, the Board approved that correspondence be forwarded to the member and / or family, and that the Board would make a small donation to Crime Stoppers of Hamilton in their honour. As a result, the above request is being presented to the Board for approval.

LEM/L. Morin