

**From:** "Johnston, Sadhu" <Sadhu.Johnston@vancouver.ca>

**To:** "Direct to Mayor and Council - DL"

**CC:** "City Manager's Correspondence Group - DL"

"City Leadership Team - DL"

"Nickerson, Anne" <anne.nickerson@vancouver.ca>

**Date:** 7/9/2018 5:35:16 PM

**Subject:** Memo - Supporting Trans\* Equality and an Inclusive Vancouver - RTS 12526

**Attachments:** Memo to Mayor Council - Progress Report Trans, Gender Variant and Two-Sp....pdf

Dear Mayor and Council,

Please find attached an Information Memo from Andrew Naklicki, Chief Human Resources Officer, related to Council's Motion on Supporting Trans\* Equality and an Inclusive Vancouver. The memo contains the following:

- A progress update on 2017/18 actions
- Identified actions for 2018/19
- Staff's response to the LGBTQ2+ Advisory Committee's motion on housing for trans people

The next annual update on this work is scheduled for July 2019. If you have any questions regarding the memo, please contact Andrew at 604-873-7660 or [Andrew.Naklicki@vancouver.ca](mailto:Andrew.Naklicki@vancouver.ca).

Best,  
Sadhu

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## MEMORANDUM

July 6, 2018

TO: Mayor and Council

CC: Sadhu Johnston, City Manager  
Paul Mochrie, Deputy City Manager  
Bill Aujla, General Manager, Real Estate and Facilities Management  
Christina de Castell, Chief Librarian, Vancouver Public Library  
Adam Palmer, Chief Constable, Vancouver Police Department  
Darrell Reid, Fire Chief and General Manager, Vancouver Rescue & Fire Services and Emergency Management  
Francie Connell, Director of Legal Services  
Gil Kelley, General Manager, Planning, Urban Design and Sustainability  
Jerry W. Dobrovolny, Chief Engineer and General Manager, Engineering Services  
Kaye Krishna, General Manager, Development, Buildings and Licensing  
Malcolm Bromley, General Manager, Vancouver Board of Parks and Recreation  
Patrice Impey, General Manager, Finance, Risk and Supply Chain Management  
Rena Kendall-Craden, Director, Corporate Communications  
Sandra Singh, General Manager, Arts, Culture and Community Services  
Katrina Leckovic, City Clerk  
Lynda Graves, Manager, Administrative Services, City Manager's Office  
Kevin Quinlan, Chief of Staff, Mayor's Office  
Naveen Girn, Director of Community Relations, Mayor's Office

FROM: Andrew Naklicki, Chief Human Resources Officer

SUBJECT: Supporting Trans\* Equality and an Inclusive Vancouver RTS # 12526

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Dear Mayor and Council,

The purpose of this memo is to provide Council with an annual progress update on work to date and next steps related to Council's 2015 Motion on Supporting Trans\* Equality and an Inclusive Vancouver (see Appendix A). The last progress report was provided to Council July 11, 2017 and included upcoming actions for implementation 2017/18.

This memo provides a progress update on 2017/18 actions (see Table 1) and outlines upcoming work for 2018/19 (see Table 2). It does not include work completed or underway at the Vancouver Public Library and Vancouver Police Department.

The memo also includes staff's response to a motion passed by the LGBTQ2+ Advisory Committee on November 23, 2017 regarding housing for trans people.

**Progress Update on 2017/18 Actions by Pillar:**

TABLE 1

Pillar	Action	Update
<b>Pillar 1: Public Spaces, Facilities + Signage</b>	1. Add new appendix notes in Building By-law to provide guidance to industry on gender-neutral washrooms	Complete
	2. Share best practices with AIBC and APEG	Complete
	Ongoing from Phase 1 Actions: Washroom Signage in City Facilities	On track for completion in 2018  REFM will complete the installation of new signage on multi-stall washrooms (mostly Parks, PNE and some civic admin buildings) in 2018
<b>Pillar 2: Programs + Services</b>	3. Determine partnership opportunities with BC Housing, BC Non-profit Housing Association, TransCare BC on joint training opportunities	Underway  Currently determining scope and feasibility
<b>Pillar 3: Human Resources</b>	4. Add online resources on the Human Resources website to support trans, gender variant and two-spirit employees	Complete  These resources are also available to managers/ supervisors
	5. Continue staff training, including identification of online learning options	Ongoing, including updates and addition of training content to both in-person and online Respectful Workplace modules to reflect trans, gender variant and two-spirit inclusion. Training was also conducted for senior management and staff in VF&RS, as well as the annual Council to Councils meeting of Advisory Committees.  An additional session is scheduled for staff in the Fall 2018.
<b>Pillar 4: Communications + Data</b>	6. Continue to monitor and follow best practices for asking gender questions as needed on public engagement surveys	On track for completion in 2018  Consultation to date has included the LGBTQ2+ Advisory Committee, Statistics Canada and other subject matter experts.
	7. Outreach to trans, gender variant and two-spirit community agencies to sign-up for TalkVancouver	Complete

TABLE 1 continued

<b>Pillar 5: Community Consultation + Public Partnerships</b>	<p>8. Update list of stakeholder contacts to include trans, gender variant and two-spirit groups</p>	<p>Complete</p>
	<p>9. Develop resources to support inclusivity in public engagement planning</p>	<p>Complete</p> <ol style="list-style-type: none"> <li>1) Internal Procedures updated to ensure gender neutral language and inclusivity</li> <li>2) Corporate Policy Framework tools updated to ensure gender neutral language and inclusivity</li> <li>3) Updated and standardized non-binary gender question on intake and recruitment forms for advisory committee members</li> <li>4) Website updated for gender neutral language</li> <li>5) Staff reference document "Hosting Accessible Public Events Checklist and Resources", which includes transgender inclusion, widely circulated and posted on both the staff and public websites</li> <li>6) Mandate of LGBTQ2+ Advisory Committee reviewed to ensure that Trans, Gender Variant and Two-Spirit inclusion is part of the committee's Terms of Reference</li> <li>7) Related work at Park Board includes:             <ul style="list-style-type: none"> <li>- New fitness drop-in at Britannia Community Centre specifically for transgender community members</li> <li>- "Trans, Gender Diverse and Two-Spirit Inclusion" Advisory Committee (TGD2S) re-established with new name</li> <li>- Transgender programming advertised in Queer Arts Festival and Pride Guide</li> </ul> </li> </ol>

Moving forward on Supporting Trans Equality and an Inclusive Vancouver, the staff implementation team has identified a number of 2018/19 actions for completion by the next

annual progress report in July 2019 (see Table 2). These have been selected based on the following criteria:

- Aligns with each of the five pillars
- Within the City’s mandate/ jurisdiction
- Connects with, and leverages, existing priorities
- Feasible to achieve within one year and within current resourcing

**2018/19 Actions by Pillar:**

TABLE 2

Pillar	Action
<b>Pillar 1: Public Spaces, Facilities + Signage</b>	<ul style="list-style-type: none"> <li>i) Install new washroom signage at all leased facilities where City staff work</li> <li>ii) Continue to leverage influence with city spaces/ landlords not owned or operated by the City</li> </ul>
<b>Pillar 2: Programs + Services</b>	<ul style="list-style-type: none"> <li>i) Pilot TGV2S competency training with staff in Non-Market Housing Operations</li> <li>ii) Explore feasibility of a joint partnership with BC Housing to:               <ul style="list-style-type: none"> <li>a) Leverage City land and/or processes to facilitate access to TGV2S-focused, inclusive housing programs</li> <li>b) Convene partners and stakeholders with lived experience to develop TGV2S housing priorities and identify opportunities</li> <li>c) Pilot support programs at existing supportive housing sites</li> <li>d) Pilot a TGV2S-focused winter shelter site and review winter shelter policies and protocols for trans, gender variant and two-spirit inclusion</li> </ul> </li> <li>iii) Incorporate TGV2S inclusion priorities into the Housing Vancouver Strategy 3-Year Action Plan</li> <li>iv) Incorporate TGV2S inclusion priorities in the development of the Creative City Strategy</li> </ul>

TABLE 2 continued

<p><b>Pillar 3: Human Resources</b></p>	<ul style="list-style-type: none"> <li>i) Encourage senior staff to include preferred pronouns in their email signature</li> <li>ii) Review and refresh the City's careers webpage to reflect trans, gender variant and two-spirit inclusion, such as photos</li> <li>iii) Compile an inventory of staff forms which require gender, such as ESAF, and identify those that only provide binary categories</li> <li>iv) Continue to deliver related awareness training to staff, both in-class and online</li> <li>v) Parks - Develop related guidelines on interpersonal communications for customer service staff, including cleaners, instructors and Program Assistants</li> </ul>
<p><b>Pillar 4: Communications + Data</b></p>	<ul style="list-style-type: none"> <li>i) Compile tip sheet for staff on how to report out on gender in their consultation reporting. Incorporate tip sheet in the broader engagement toolkit.</li> </ul>
<p><b>Pillar 5: Community Consultation + Public Partnerships</b></p>	<ul style="list-style-type: none"> <li>i) Share progress update and next phase actions with relevant City Advisory Committees</li> <li>ii) Develop a toolkit on best practices for inclusivity, including a set of public engagement resources to support a standardized process to plan engagement activities</li> <li>iii) Host a Lunch and Learn session for staff who host engagement events on how to engage members of the trans, gender variant and two-spirit community</li> <li>iv) Parks - Partner with LGBTQ2+ advisory committee in organizing Two-Spirit Pre-Pride event at the Vancouver Aboriginal Friendship Centre.</li> </ul>

**LGBTQ2+ Advisory Committee motion on housing for trans people:**

This portion of the Information Memo provides staff's response to the following motion passed by the LGBTQ2+ Advisory Committee on November 23, 2017:

"THEREFORE BE IT RESOLVED THAT:

- A. The Committee recommends that Council directs City staff to include an addendum to the City's Housing Reset Policy and to include policies for trans people in market housing, City shelters, and other municipally-controlled housing.
- B. The Committee recommends that Council directs City staff to prioritize the implementation of the TGV2S Inclusion Policy in the mandates of existing and future housing initiatives."

Staff from Planning, Urban Development and Sustainability (PDS – Housing Policy) and Arts, Culture and Community Services (ACCS – Social Policy), have reviewed the Committee's motion, as well as previous commitments on TGV2S inclusion including the recommendations and quick starts outlined in the 2016 report *Trans\*, Gender Variant and Two-Spirit Inclusion at the City of Vancouver* and poverty reduction strategy engagement findings in Spring 2018. Staff are committing to a 3-year work plan towards implementation, to include partnerships with the BC Non-Profit Housing Association (BCNPHA) and BC Housing, and span across the City's housing responsibilities and priorities, including training for staff in City and partner-operated non-market housing and shelters, and TGV2S inclusion in City-supported housing projects.

A recommendation will be brought to Council to integrate TGV2S equity and inclusion priorities in the City's 10-year *Housing Vancouver* strategy this Fall. This recommendation will reflect actions needed in the short-term based on 'what we've heard' through the City's engagement on poverty reduction, including barriers to safety and housing for TGV2S residents within urban Indigenous, youth, seniors, refugee and asylum seeker populations in Vancouver.

If you have any questions regarding this memo, please let me know.



Andrew Naklicki  
Chief Human Resources Officer

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# B.3

## MOTION ON NOTICE

### 3. Supporting Trans Equality and an Inclusive Vancouver

MOVED by: Mayor Robertson

SECONDED by: Councillor

#### WHEREAS

1. The City of Vancouver is strongly committed to supporting the equality and human rights of the LGBTTTQ community and all residents, and to ending homophobia and transphobia in all forms;
2. The Vancouver Park Board (VPB) and Vancouver Board of Education (VBE) have taken globally significant leadership in recent years to make their facilities, operations and programs safe and inclusive spaces for Transgender and Gender-Variant Vancouverites;
3. Gender identity and expression continue to lack explicit protection under the British Columbia Human Rights Code, Canadian Human Rights Act, and hate crime provisions of the Criminal Code of Canada;
4. This inequality allows for legal discrimination against Transgender and Gender-Variant Canadians, when many already face a much higher level of discrimination that affects their employment, housing, health, and access to community programs.

#### THEREFORE BE IT RESOLVED

- A. THAT Council support the passage of federal and provincial legislation ensuring Gender Identity and Expression are protected under the BC Human Rights Code, Canadian Human Rights Act and Criminal Code of Canada, in line with current protections for Sexual Orientation.
- B. THAT Council direct staff to consult with the LGBTQ2+ Advisory Committee and members of the Park Board's Trans\* and Gender-Variant Inclusion Steering Committee and report back on how the City of Vancouver can build on the work of the Vancouver Park Board and Vancouver Board of Education to make civic facilities, operations and programs safe and inclusive spaces for Trans\* and Gender-variant communities, including:
  - a) Signage and Literature
  - b) Public Spaces (including washrooms and change-rooms)
  - c) Human Resource Training and Staff Policies
  - d) Programming (including "all-bodies" programming)
  - e) Collaborative Public and Community Partnerships

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