

<p><b>3. COMMEMORATIVE NAMING PROPOSAL – SUSAN RUTH FINCH MEETING ROOM PROPOSITION DE NOM COMMÉMORATIF – SALLE SUSAN-RUTH-FINCH</b></p>
---

**COMMITTEE RECOMMENDATION**

That Council approve the proposal to name a meeting room in the John G. Mlacak Community Centre the “Susan Ruth Finch Meeting Room”.

**RECOMMANDATION DU COMITÉ**

Que le Conseil approuve la proposition visant à nommer nommer une salle de réunion du Centre John-G.-Mlacak « salle Susan-Ruth-Finch ».

**DOCUMENTATION/DOCUMENTATION**

1. Manager, Office of the City Clerk and Solicitor’s report dated 8 August 2017 (ACS2017-CCS-GEN-0024)

Rapport du Gestionnaire, Bureau du greffier municipal et de l'avocat général, daté le 8 août 2017 (ACS2017-CCS-GEN-0024)

**COMMUNITY AND PROTECTIVE  
SERVICES COMMITTEE  
REPORT 25  
13 SEPTEMBER 2017**

14

**COMITÉ DES SERVICES  
COMMUNAUTAIRES ET DE  
PROTECTION  
RAPPORT 25  
LE 13 SEPTEMBRE 2017**

**Report to  
Rapport au:**

**Community and Protective Services Committee  
Comité des services communautaires et de protection  
31 August 2017 / 31 août 2017**

**and Council  
et au Conseil**

**13 September 2017/ 13 septembre 2017**

**Submitted on August 8, 2017  
Soumis le 8 août 2017**

**Submitted by  
Soumis par:**

**Kiel Anderson, Manager, Policy and Technical Solutions, Office of the City Clerk  
and Solicitor/ Gestionnaire, Politiques et solutions techniques, Bureau du greffier  
municipal et de l'avocat général**

**Contact Person  
Personne ressource:**

Emma Lee Leroux, Research Officer, Policy and Technical Solutions/Agente de  
recherche, Politiques et Projets, Politiques et solutions techniques  
(613) 580-2424 x28705, Emma.Leroux@ottawa.ca

**Ward: KANATA NORTH (4)/ KANATA-  
NORD (4)**

**File Number: ACS2016-CCS-GEN-0024**

**SUBJECT: COMMEMORATIVE NAMING PROPOSAL – SUSAN RUTH FINCH  
MEETING ROOM**

**OBJET: PROPOSITION DE NOM COMMÉMORATIF – SALLE SUSAN-RUTH-  
FINCH**

## **REPORT RECOMMENDATION**

**That the Community and Protective Services Committee recommend Council approve the proposal to name a meeting room in the John G. Mlacak Community Centre the “Susan Ruth Finch Meeting Room”.**

## **RECOMMANDATION DU RAPPORT**

**Que le Comité des services communautaires et de protection recommande au Conseil d’approuver la proposition visant à nommer nommer une salle de réunion du Centre John-G.-Mlacak « salle Susan-Ruth-Finch ».**

## **BACKGROUND**

The Commemorative Naming Policy, approved by City Council on July 24, 2002, outlines the criteria and process for commemoratively naming municipal streets, parks and facilities (or parts thereof).

With respect to criteria, a commemorative name honours individuals who are (or have been) citizens of the City of Ottawa or who have made a specific contribution to the City of Ottawa and:

- Demonstrated excellence, courage or exceptional service to the citizens of the City of Ottawa, the Province of Ontario and / or Canada;
- Provided extensive community service, or who have an extraordinary community service record;
- Worked to foster equality and reduce discrimination;
- Where the nominated individual is a current City employee, the individual shall have made an outstanding contribution to the City of Ottawa outside of his/her capacity and duties as a City employee or they may be recognized for their exceptional service once they are no longer a City employee;
- The nominated individual has made a significant financial contribution to a park or facility and the contribution significantly benefits the community that the park

or facility serves (i.e. the park or facility may not have otherwise been possible without the financial assistance);

- The nominated name has historical significance to the community, City of Ottawa, Province of Ontario, or Canada.

Any member of the public or City Council may submit a name to the City for consideration through a formal Commemorative Naming application and supporting material.

Staff review the name against other criteria (e.g. potential issues for 9-1-1, whether there is an existing commemoration for the same nomination, etc.) and if there are no issues of this nature, forwards the nomination to the Commemorative Naming Committee (“CNC”), consisting of the City Clerk and Solicitor, the Chief Building Official, the General Manager, Parks, Recreation and Cultural Services, the General Manager, Public Works, the Mayor and the Ward Councillor or their respective designates; the CNC reviews the formal application.

As part of the process, the CNC provides an initial approval based on the policy’s criteria and the information provided by the nominator. Staff is then directed to ensure there is community support for the choice by initiating a 30-day public consultation phase. Where the proposal is to rename a park or facility, the Policy requires a 60-day public consultation phase.

Following the consultation process, the CNC reviews the public feedback and makes a final recommendation on the nomination, which is subsequently considered by the appropriate Standing Committee and City Council. In cases where no public objections are received, proposals are brought directly to the appropriate Standing Committee and Council without the need for a second CNC meeting.

## **DISCUSSION**

Lindsay Finch submitted an application to commemorate Mrs. Susan Ruth Finch. Under the proposal, a meeting room located at the John G. Mlacak centre would be named “Susan Ruth Finch Meeting Room”.

The Commemorative Naming Committee (“CNC”) met on June 14, 2017 to review the application and endorsed the proposed name under the following criterion:

- Provided extensive community service, or who have an extraordinary community service record

### **RURAL IMPLICATIONS**

There are no rural implications associated with this report.

### **CONSULTATION**

An integral part of the Commemorative Naming Process is public consultation on the proposed name. On June 16<sup>th</sup> 2017, the City announced a 30-day public consultation on the proposed name. The relevant information was communicated through a public service announcement, the City of Ottawa Twitter accounts and posted to Ottawa.ca.

The 30-day public consultation period ended on June 17<sup>th</sup>, 2017. The Clerk’s office received three comments in support of the application.

### **COMMENTS BY THE WARD COUNCILLOR(S)**

The Ward Councillor is supportive of this recommendation.

### **LEGAL IMPLICATIONS**

There are no legal impediments to the implementation of the recommendation in this report.

### **RISK MANAGEMENT IMPLICATIONS**

There are no risk implications associated with this report.

### **ASSET MANAGEMENT IMPLICATIONS**

There are no asset management implications associated with this report.

### **FINANCIAL IMPLICATIONS**

City Clerk and Solicitor Department

Financial costs associated with purchasing a plaque and/or hosting a naming ceremony are provided through the City Clerk and Solicitor's operating budget.

While demand has outpaced resources for several years, the practice has been to accommodate the commemorations within the \$18,000 annual budget and Members of Council and the public are made aware that, once the budget has been spent in any given year, any events will need to carry over into the next year.

### **ACCESSIBILITY IMPACTS**

There are no accessibility impacts related to the recommendation in this report.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications associated with this report.

### **TERM OF COUNCIL PRIORITIES**

Not applicable.

### **SUPPORTING DOCUMENTATION**

Document 1 – Summary of Proposal: Susan Ruth Finch (Ward 4 – Kanata-North)

### **DISPOSITION**

Following Council approval of the proposal, staff will work with the Ward Councillor to coordinate a ceremonial event to unveil a plaque.

**Document 1**

**Susan Ruth Finch – (Ward 4 – Kanata-North)**

In recognition of Susan Ruth Finch's extensive community service, the City of Ottawa has been asked to name a room within the John G. Mlacak Centre, located at 2500 Campeau Drive, the "Susan Ruth Finch Meeting Room".

As long time resident of Kanata North, Ms. Finch developed strong ties to her community while teaching ceramics classes at the John G. Mlacak Centre, helping residents explore their creativity.