

Report to / Rapport au:

**Ottawa Public Library Board
Conseil d'administration de la Bibliothèque publique d'Ottawa**

March 10, 2020 / 10 mars 2020

Submitted by / Soumis par:

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File Number: OPLB-2020-0303

**SUBJECT: Commemorative Naming – Helen Tweddle Children's
Program Room – Cumberland Branch**

**OBJET: Nom commémoratif – Salle de programmation pour enfants Helen
Tweddle – Succursale Cumberland**

REPORT RECOMMENDATION

**That the Ottawa Public Library Board approve the proposal to name a room within
the Cumberland branch the "Helen Tweddle Children's Program Room".**

RECOMMANDATION DU RAPPORT

**Que le Conseil d'administration de la Bibliothèque publique d'Ottawa approuve la
proposition de désignation de salle de la succursale Cumberland du nom de
« salle de programmation pour enfants Helen Tweddle ».**

BACKGROUND

At its meeting of August 19, 2013, the Ottawa Public Library (OPL) Board approved a recommendation to adopt the City's criteria and process for commemoratively naming OPL buildings or spaces within library buildings (including mobile units) as outlined in the City of Ottawa's Commemorative Naming Policy for Municipal Parks, Streets, and Facilities. Subsequently, the OPL Board approved edits to the Commemorative Naming

policy (OPLB-2019-0701) to better reflect the intent of OPL's practices (policy applying only to OPL spaces within facilities (i.e. branches) and to mobile units), and to seek approval with respect to Appendix A regarding a transfer of the City of Ottawa's policy ownership and process.

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, including Board and Council members, may submit a name to the City for consideration. City staff review the name against other criteria and if there are no issues, forwards the nomination to the Commemorative Naming Committee ("CNC") for review of the formal application. Where the proposal is to name a Library facility, the CNC is comprised of the Library Chief Executive Officer and the Chair of the Ottawa Public Library Board, or their designates.

As part of the process, the CNC provides an initial approval based on the policy's criteria and the information provided by the nominator. City staff then ensure there is community support for the choice by initiating a 30-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 Ottawa Public Library Board. In cases where no public objections are received, proposals may be brought directly to the Ottawa Public Library Board without the need for a second CNC meeting.

DISCUSSION

Helen Tweddle Children's Program Room

An application to commemorate Helen Tweddle was submitted by the Friends of the Ottawa Public Library Association (FOPLA). Under the proposal, a room located at the Cumberland branch would be named "Helen Tweddle Children's Program Room."

The CNC met on January 29, 2020, to review the application and endorsed the proposed name under the following criterion:

- The nominated individual has provided extensive community service and has an extraordinary community service record.

Supporting information about Helen Tweddle is found in the attached Document 1.

CONSULTATION

Helen Tweddle Children's Program Room

An integral part of the Commemorative Naming Process is public consultation on the proposed name. On January 28, 2020, relevant information was communicated through a public service announcement and posted on Ottawa.ca for a 30-day public consultation on the proposed name through the Recreation, Cultural and Facility Services Department.

The Recreation, Cultural and Facility Services Department did not receive any comments of support or opposition for this name for this proposal. *(Held on file with the Chief Executive Officer)*

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

There are no risk management implications associated with this report.

FINANCIAL IMPLICATIONS

Financial expenditures associated with this Commemorative Naming proposal for advertisements, and the costs of purchasing plaques, signs and/or hosting naming ceremonies are provided through the OPL Board budget, approximately \$1,500 per naming.

ACCESSIBILITY IMPACTS

There are no accessibility impacts associated with this report.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

BOARD PRIORITIES

The recommendation in this report aligns with the OPL Values of inclusion and community, by celebrating the contributions of a community leader and FOPLA volunteer. Furthermore, this report aligns with the Strategic Directions and Priorities, specifically to promote OPL's value through strengthening stakeholder relationships.

SUPPORTING DOCUMENTATION

Document 1 – Summary of Proposal: Helen Tweddle Children's Program Room
(English and French).

DISPOSITION

Pending Board approval of this naming proposal, staff will work with the nominators, the branches, the Board Chair, and the Ward Councillor to coordinate a ceremonial event to unveil the plaque for the Helen Tweddle Children's Program Room.