

# Staff Report



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To	<b>City Council</b>
Service Area	Infrastructure, Development and Enterprise Services
Date	Monday, April 12, 2021
Subject	<b>Municipal Property and Building Commemorative Naming Report</b>

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## Recommendation

1. That the recommended names proposed by the Naming Committee listed in Attachment-1 to this report be approved.
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## Executive Summary

### Purpose of Report

The report provides recommendations from the Naming Committee to approve City owned assets, as per the Municipal Property and Building Commemorative Naming Policy.

### Key Findings

The Naming Committee recommends naming City-owned assets located at 158 Poppy Drive (A park within Dallan subdivision), Dallan Subdivision Trail (A trail within Dallan subdivision), 104 Oliver Street (A park within St. Patrick's Ward) and 51 Skinner Drive (A park on the east side of the City).

### Financial Implications

Under the Municipal Property and Building Commemorative Naming Policy, any official documents, construction and permanent signage and plan/implementation for City owned assets shall be undertaken by the City.

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## Report

### Background

This report provides recommendations from the Naming Committee on naming City owned assets as per the Municipal Property and Building Commemorative Naming Policy.

As part of the 2020/2021 asset naming, the Committee has prepared a proposed Asset Naming List for four City-owned assets (see Attachment-1).

Along with the Proposed Asset Naming List, the Naming Committee has a Name Reserve List (Attachment-6) for submitted names that the Committee qualifies as strong naming candidates, but were not recommended for any of the assets to be named this year. The Reserve List is for the use of the Naming Committee in instances where assets to be named in any given year receive no submissions or

any appropriate submissions from the public. The Naming Committee may also add names to the Reserve List based on their own research.

## **Public Process**

In November 2020, City staff made public four assets to be named, via the City of Guelph website, local news agencies, and circulation letters to local residents. The public were invited to make formal submissions to name all four assets and provide supporting documentation as per the Naming Policy Submission requirements. Staff received over one-hundred submissions through email and regular mail.

## **Financial Implications**

There are financial implications related to those City owned assets approved for naming, such as signage, plaques, etc., but they will be accommodated within the existing Capital Budgets of the Parks Department.

## **Consultations**

The Parks Department was consulted by the Naming Committee prior to final recommendations being made to Council.

Family members were consulted by the Naming Committee, to notify and seek endorsement to name a City asset after them or a family member, prior to the Naming Committee recommending names to Council. The Guelph Black Heritage Society were also consulted by the Naming Committee, to verify the historical accuracy of information provided in Attachment-1 of this report and seek their support for the naming of City assets, prior to the Naming Committee recommending names to Council.

Applicants, family members and the Guelph Black Heritage Society were also made aware of the date in which the report will be presented to Council. They were encouraged to attend, but if unable, they will be notified of the decision of Council by the Chair of the Naming Committee.

With approval from the applicant and family, the Chair of the Naming Committee will ensure an appropriate level of communication and promotion is developed and executed for those names approved by Council.

## **Strategic Plan Alignment**

The Municipal Property and Building Commemorative Naming Policy aligns with the Strategic Plan priority of, Working Together For Our Future – Improve how the City communicates with residents and delivers service.

## **Attachments**

Attachment-1 Proposed Asset Naming List

Attachment-2 Dallan Subdivision Park Location Map

Attachment-3 Dallan Subdivision Trail Location Map

Attachment-4 Oliver Street Location Map

Attachment-5 Skinner Drive Park Location Map

Attachment-6 Reserve List

Attachment-7 Guelph Black Heritage Society

**Departmental Approval**

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**This report was approved by:**

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**This report was recommended by:**

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