

TO:	CHAIR AND MEMBERS CORPORATE SERVICES COMMITTEE MEETING SEPTEMBER 8, 2020
FROM:	CATHY SAUNDERS CITY CLERK
SUBJECT:	APPLICATION – ISSUANCE OF PROCLAMATION RESPIRATORY THERAPY WEEK

RECOMMENDATION

That, the Civic Administration BE ADVISED as to how Municipal Council wishes to proceed with the attached (Appendix “A”) Proclamation request.

PREVIOUS REPORTS PERTINENT TO THIS MATTER
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Corporate Services Committee – December 3, 2019
Corporate Services Committee – January 6, 2020

BACKGROUND

The Issuance of Proclamations Policy is attached as Schedule “A” for information purposes.

CONCLUSION

The Civic Administration is seeking direction from the Municipal Council as to how they wish to proceed with the attached (Appendix “A”) proclamation request received August 25, 2020 from the Canadian Society of Respiratory Therapists requesting the week of October 25 to 31, 2020 be proclaimed Respiratory Therapy Week.

The following sets out the review process for Applications for proclamations:

- The cause or event must contribute to the economic, social and cultural fabric of the City of London
- Proclamations will not be issued for the following:
 - i. Matters of political controversy, ideological or religious beliefs or individual conviction
 - ii. Events or organizations with no direct connection to the city
 - iii. Campaigns or events contrary to City of London policies or by-laws
 - iv. National, Independence or Republic Days
 - v. Campaigns or events intended for profit-making purposes
 - vi. Recognition of individuals
 - vii. Recognition of events or organizations that espouse discrimination, hatred, violence or racism
 - viii. Matters attempting to influence government policy
 - ix. Matters designed to incite hatred or disorder


The Civic Administration is seeking direction from Municipal Council with respect to this matter.

SUBMITTED BY:
CATHY SAUNDERS CITY CLERK

Proclamation Request Form

Requests for the issuance of proclamations are governed by Council Policy (excerpted below). Requests must be received at least six (6) weeks in advance of the requested issuance date and may be emailed to the City Clerk at ClerksApprovalRequests@london.ca or mailed to City Hall, P.O. Box 5035 LONDON, ON, N6A 4L9.

Request details

Name of Organization	Canadian Society of Respiratory Therapists
Date Proclamation Required	October 25th, 2020 to October 31st, 2020
Proclamation Name	Respiratory Therapy Week
Proclamation Type (day, week or month)	Week
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations)	Public Awareness Campaign
Requester Name	Dr. Andrew West
Requester Telephone Number	(613) 731-3164
Requester Email Address	csrt@csrt.com
Requester Address	201-2460 Lancaster Rd. Ottawa, ON K1B 4S5
Provide details of your Organization's Connection to London	<p>The CSRT has close ties with the respiratory therapy community in London. Faculty and students from the Respiratory Therapy program at Fanshawe College are active volunteers in the CSRT. In fact, two members of the Board of Directors are associated with Fanshawe: our treasurer and student Director. RT Faculty from Fanshawe and respiratory therapists at the LHSC and St. Joseph's Hospital are active volunteers, serving on practice-related networks, presenting at CSRT conferences and providing online educational resources to the RT community. The CSRT is incredibly proud of the work that London's respiratory therapists do every day, and appreciative of their commitment to providing exemplary care and advancing the profession.</p>
Required Supporting Documents	<ul style="list-style-type: none"> • Detail information on the Organization • Detail information on the Event • Confirmation of authorization from the Organization to submit the request
<p>The undersigned confirms that I am the Official Representative of the Organization requesting the Proclamation and that by signing this Application, I acknowledge and agree that my organization complies with all City of London's Policies and By-laws.</p>	
Signature	 _____ Date
	08/25/2020

NOTICE OF COLLECTION OF PERSONAL INFORMATION

Personal information collected on this form is collected under the authority of the *Municipal Act, 2001, S.O. 2001, c. 25* and may also be used for purposes related to the Issuance of Proclamations Policy and Proclamation Request Form. Questions about this collection should be addressed to the City Clerk, 3rd floor, City Hall, 300 Dufferin Ave., London, ON N6A 4L9. Tel: 519-661-2489, ext. 4937, email: csaunder@london.ca



CANADIAN SOCIETY OF RESPIRATORY THERAPISTS
SOCIÉTÉ CANADIENNE DES THÉRAPEUTES RESPIRATOIRES

August 14th, 2020

Mayor Ed Holder
300 Dufferin Avenue
PO BOX 5035
London, Ontario, N6A 4L9

Subject: Request for Recognition of Respiratory Therapists during Respiratory Therapy Week
(October 25-31, 2020)

The Canadian Society of Respiratory Therapists (CSRT) celebrates Respiratory Therapy Week annually. This week-long celebration serves to educate the public about the varied roles and responsibilities of respiratory therapists and to raise awareness of the significant contribution made by respiratory therapists across our health care system. This year, Respiratory Therapy Week runs from **October 25-31, 2020**.

Working across Canada's healthcare system, respiratory therapists provide essential care to patients of all ages. They are highly trained health professionals dedicated providing the best possible cardio-respiratory care by staying at the forefront of all available research and technology. They use their expertise in the assessment and management of respiratory diseases, in patient and family education, and in the resuscitation and stabilization of critically ill or injured patients. Respiratory therapists work in hospitals, in clinics and in the community to help members of your community breathe easier.

This year, more than ever, our health care system is relying on respiratory therapists. As frontline workers, they have been tirelessly providing care to those infected by COVID-19. The nature of their role and the care they provide requires them to be work alongside critically ill patients, often performing life sustaining procedures at the patient's head – the most infectious region for providing patient care during a respiratory pandemic.

Respiratory therapists have also played important roles behind the front lines of the pandemic. They have been instrumental in preparing at every level: advising government, mobilizing supplies, designing pandemic ventilators and adjusting protocols to best function under the parameters of this new, highly contagious infection. And, they have continued to provide essential care to a wide range of patients across our health care system who have not been afflicted by COVID-19.

On behalf of the respiratory therapists in London, the CSRT requests that you consider proclaiming October 25-31, 2020 "Respiratory Therapy Week", in recognition of the valuable role of the respiratory therapists within your community.

Sincerely,

Dr. Andrew West, CEO
Canadian Society of Respiratory Therapists



Issuance of Proclamations Policy

Policy Name: Issuance of Proclamations Policy

Legislative History: Adopted September 19, 2017 (By-law No. CPOL.-115-367);
Amended July 24, 2018 (By-law No. CPOL.-115(a)-418)

Last Review Date: January 6, 2020

Service Area Lead: City Clerk

1. Policy Statement

1.1 This policy sets out the requirements for the issuance of proclamations.

2. Definitions

2.1 Not applicable.

3. Applicability

3.1 This policy shall apply to any request for the issuance of proclamations on behalf of the City of London.

4. The Policy

4.1. Proclamations are ceremonial documents issued and signed by the Mayor on behalf of City of London Council that officially recognizes public awareness campaigns; charitable fundraising campaigns; and arts and cultural celebrations of organizations that reside/operate within the City of London. The requester must clearly identify the significance and connection of the proclamation to the mandate and goals as set out in the City of London's Strategic Plan. A proclamation does not constitute a personal or civic endorsement.

Application Process

- a) Proclamations requests are to be submitted on the City of London Application form to the City Clerk's Office at least six (6) weeks in advance of the requested issuance date.
- b) The Application must provide sufficient background information about the organization, cause or event being proclaimed and the proposed text for inclusion in the proclamation. The proposed text is subject to approval by the City of London to ensure compliance with City of London's policies and by-laws.
- c) Upon receipt of the Application, the City Clerk's Office will review the Application in accordance with this Policy and if the Application appears to be in compliance with the Policy, the Application will be placed on the next available Corporate Services Committee meeting for consideration.
- d) The Corporate Services Committee will review the Application and provide a recommendation to the Municipal Council for consideration with respect to the disposition of the Applications.

SCHEDULE "A"

Administration of Policy:

- e) The cause or event must contribute to the economic, social and cultural fabric of the City of London.
- f) Repeat requests must be submitted on an annual basis.
- g) An organization may request one proclamation per calendar year.
- h) Organization do not have exclusive rights to the day, week, or month being proclaimed.
- i) Proclamations of a similar topic will be issued on a first come first served basis.
- j) The City of London will not incur any expenses relating to the advertising or promotion of a proclamation. Recipients are responsible for the promotion of the proclamation, organization of related activities and for all associated costs.
- k) Proclamations will not be issued for:
 - Matters of political controversy, ideological or religious beliefs or individual conviction.
 - Events or organizations with no direct connection to the City of London.
 - Campaigns or events contrary to City of London policies or by-laws.
 - National, Independence or Republic Days.
 - Campaign or events intended for profit-making purposes.
 - Recognition of individuals.
 - Recognition of events or organizations that espouse discrimination, hatred, violence or racism.
 - Matters attempting to influence government policy.
 - Matters designed to incite hatred or disorder.
- l) The City of London reserves the right to refuse to issue a proclamation.