

Report to Corporate Services Committee

To: Chair and Members
Corporate Services Committee
From: Cathy Saunders, City Clerk
Subject: Application – Issuance of Proclamation – Personal Support Worker Day
Date: February 8, 2021

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

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 January 14, 2021 from the Canadian PSW Network requesting May 19, 2021 be proclaimed Personal Support Worker (PSW) Day.

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 - The Canadian PSW Network
Date Proclamation Required - May 19th, 2021
Proclamation Name - Personal Support Worker (PSW) Day
Proclamation Type (day, week or month) - Day
Category (public awareness campaigns), (charitable fundraising campaigns), (arts and cultural celebrations) - Public Awareness
Requester Name - Lynn Steele - Founder & CEO
Requester Telephone Number - 647-848-3532
Requester Email Address - lynn.steele@canadianpswnetwork.org
Requester Address - 35 Tupper Street East, Alliston, Ontario L9R 1E5
Provide details of your Organization's Connection to London - We are a not-for-profit organization in our 3rd year that provides support, resources and advocacy for Personal Support Workers (PSWs) across every city and town in Ontario. We connect with many PSWs in your city every day.
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
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
Signature E-Signed - Lynn Steele Date - January 14th,
2021 NOTICE OF COLLECTION OF PERSONAL INFORMATION Personal information collected on this form is collected under the authority of the <i>Municipal Act, 2001, S.O. 2001, c. 25</i> 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



THE CANADIAN PSW NETWORK

Keeping The CARE in Health Care

www.canadianpswnetwork.org

Proclamation Request

January 14th, 2021

To Whom This Concerns:

We are reaching out to respectfully request that your office grant us an official proclamation for Personal Support Worker (PSW) Day on May 19th of this year.

PSWs have selflessly and tirelessly provided care to our community's most vulnerable through an extraordinarily challenging year, a year made more precarious by a pandemic the likes of which many of us have never seen. Through all of this they have been, and continue to remain, steadfast and true. They have given so much of themselves every day, sacrificing their own health, safety, time with their families, even their lives to ensure the safety and care of our seniors and vulnerable.

As a proud Certified PSW myself, and Founder and CEO of The Canadian PSW Network; a not-for-profit network providing support, resources and advocacy for our fellow PSWs, I'm asking that you join with us in recognizing May 19th of this year in an official capacity with a Mayoral Proclamation deeming May 19th, 2021 as Official PSW Day on behalf of yourself and The Canadian PSW Network.

PSWs only get recognition this one day a year and I firmly believe they truly deserve our community leader's recognition and respect for everything they have done through this pandemic and through the horrific working conditions they face every day, especially in the Long-term Care setting.

If your office does not provide proclamations, but has an alternative such as a lighting of City Hall, we would be appreciative of the show of support and recognition however you can.

If your office does not provide proclamations, but has an alternative such as a lighting of City Hall, we would be appreciative of the show of support and recognition however you can and a show of lighting in our Network's colours of [Blue](#) and [Green](#) would be greatly appreciated.

We look forward to hearing from you.

Kind Regards,

Lynn Steele
PSW | CDCP
Founder & CEO
Direct: 647-848-3532



THE CANADIAN PSW NETWORK

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Suggested Proclamation Script

Personal Support Worker (PSW) Day

May 19th, 2021

Whereas today, we recognize all of the Personal Support Workers (PSWs) who are the frontline of our healthcare system.

PSWs have selflessly and tirelessly provided care to our community's most vulnerable through an extraordinarily challenging year, a year made more precarious by a Pandemic the likes of which many of us have never seen. Through all of this they have been, and continue to remain, steadfast and true.

They have given so much of themselves every day, sacrificing their own health, safety, time with their families, even their own lives to ensure the safety and care of our seniors and vulnerable.

PSWs ensure that people in long term care facilities, or in their homes are safe and cared for. They make every effort to provide the best possible care to them, and do it with a sense of compassion and empathy that is the badge of honour of every PSW.

Now, more than ever we are thankful to our PSWs along with all health care workers on the frontlines caring for those who are affected by COVID-19.

PSWs truly deserve our recognition and respect for everything they have done through this Pandemic and through the working conditions they face every day, especially in the Long-term Care setting.

PSW Day is an opportunity to celebrate their contributions to our community, and to our loved ones.

Thank you to all the PSWs and frontline health care workers to continue to provide this essential and vital work that directly impacts the lives of so many everyday.



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.