

## Staff Report

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**Report To:** City Council  
**Report From:** Pamela Coulter, Director of Community Services  
**Meeting Date:** May 26, 2025  
**Report Code:** CS-25-047  
**Subject:** Request Under Policy CS087 to Rename Ryerson Park

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### Recommendations:

THAT in consideration of Staff Report CS-25-047 respecting a Request Under Policy CS087 to Rename Ryerson Park, City Council:

1. By resolution, request staff either initiate or not initiate the process for renaming; and
2. If the resolution is to have staff initiate the renaming, council appoint three (3) members to sit on the working group.

### Highlights:

- Policy CS087, approved in 2021, outlines the criteria and process for naming and renaming City Parks and Facilities. This ensures a transparent and consistent process, including considerations for reviewing existing names.
- An application to rename Ryerson Park has been submitted using the required form as per the policy. This is the first application under Policy CS087 for renaming.
- Council must decide through a resolution whether to proceed with the renaming process. If Council initiates the process, staff will prepare a report for the Community Services Committee, including details from the application and the proposed composition of the working group as outlined in the policy.
- An open report to the Community Services Committee will follow if the request moves forward. The policy also allows for consultations

and receiving advice from subject matter experts as part of the evaluation process.

## **Strategic Plan Alignment:**

[Strategic Plan](#) Priority: Safe City.

## **Climate and Environmental Implications:**

There are no anticipated climate or environmental impacts.

## **Previous Report/Authority:**

[Policy CS087](#) Naming and Re-Naming Policy for City Parks and Facilities

## **Background:**

In 2021 Council approved Policy CS087, Naming and Re-Naming Policy for City Parks and Facilities. The policy is intended to provide clear and consistent criteria as well as the process for naming City Parks and Facilities, as well as considerations and a process where an existing park name is subject to review and consideration for renaming.

An application to rename Ryerson Park has been received on the form required by the Policy (Attachment 1).

## **Analysis:**

The Policy establishes both the considerations and principles that are to be applied to the consideration of any renaming request. It is incumbent on the person or organization applying for the re-naming to provide sufficient information to consider the request. The Process for renaming is outlined beginning on page 7 of the Policy. The process is illustrated in a flow chart in Schedule B to the policy.

This is the first time the policy will be applied to a request for naming or re-naming.

Staff have reviewed the application and advised the applicant that the information required to consider the request has been provided. Initially staff had requested additional information however given the amount of research available on the subject matter relating to this particular request, the application was subsequently considered complete.

Council is now requested to pass a resolution to request staff to initiate or not initiate the process for renaming.

If Council directs staff to proceed, there will be a report to Community Services Committee (CSC) with respect to the proposed renaming, together with the information provided in the application. The staff report to CSC will include information to address the composition of a working group, which is to include: 3 members of Council, City Clerk, City Manager or designate, and other staff deemed appropriate, given the nature of the request. The policy notes that the Working Group can obtain legal advice or expert opinion from a subject matter expert who may be able to provide assistance with the consideration of the matter.

If Council makes a resolution to direct that staff proceed, Council may want to proactively nominate 3 members (see Attachment 2) to sit on the working group to ensure that the membership is not limited to those serving on Community Services Committee or that may be nominated and not able to indicate their willingness to participate.

### **Financial Implications:**

There may be costs incurred if the working group requires expert opinion from a subject matter expert.

### **Communication Strategy:**

The next step will be an open report to Community Services Committee if Council decides to move the request forward.

### **Consultation:**

As outlined by the Policy, consultation may be done and advice received from subject matter experts.

### **Attachments:**

1. Application for Renaming a City Park
2. Clerk's Procedure for Nominations of Members to Committees

### **Recommended by:**

Briana Bloomfield, City Clerk

Pamela Coulter, Director of Community Services

**Submission approved by:**

Tim Simmonds, City Manager

For more information on this report, please contact Pamela Coulter, Director of Community Services, at [pcoulter@owensound.ca](mailto:pcoulter@owensound.ca) or 519-376-4440 Ext. 1252.