



COUNCIL POLICY

Naming of Municipal Roads, Trails and Facilities Policy

C-3A.024

Section: 3.0 Planning and Community Services
- A. Planning and Development Services

Authority: Council

**Administering
Department:** Planning and Community Services

Statement

The Municipal District of Bonnyville (M.D.) recognizes the desire of residents to apply names or designations to municipal roads, trails and facilities, and appreciates how this can create opportunity to promote a distinctive and unique identity based on local history, culture and heritage.

Purpose

The purpose of this policy is to establish guidelines for addressing requests from the public to name municipal roads, trails and facilities which maintain and promote community identity through the commemoration of noteworthy persons and/or organizations associated with the M.D., recognition of the M.D.'s heritage, and acknowledgment of the flora, fauna, and natural features of the community.

Definitions

For the purposes of this policy:

- (1) "Chief Administrative Officer" (CAO) means the Chief Administrative Officer of the M.D. appointed by Council, or their authorized delegate;
- (2) "Council" means the duly elected Council of the M.D.;
- (3) "Special Interest Group" means a group of individuals or an organization seeking or receiving special advantages, typically through political lobbying with the intention of influencing public policies to their benefit.

Policy

- (1) General
 - (a) Administration will review all applications for compliance with the criteria detailed below prior to submitting the request to Council for consideration.
 - (b) All applications shall be advertised in accordance with the M.D. Public Notifications Bylaw and will be advertised for a minimum period of two (2) weeks, prior to submitting the request to Council.
 - (i) Any issues or concerns submitted by the public with regards to the application will be included in the report to Council.
 - (c) Instances for naming or renaming not dealt with in this policy shall be at the discretion of Administration.

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- (d) Names that may be rejected include, but are not limited to:
 - (i) Names with a similar sound (i.e. Beach Avenue and Peach Avenue) to avoid confusion;
 - (ii) Names referring to a political affiliation or special interest group(s);
 - (iii) Names that include vulgarity, objectionable content, or anything deemed inappropriate by the M.D.;
 - (iv) Names for roads that duplicate an existing road within the M.D. or in neighboring municipalities; and
 - (v) Names for public streets that could be construed as advertising a business or private organization.
 - (e) All costs associated with an approved request, including signage and administration, shall be charged back to the applicant in accordance with the M.D. Master Rates Bylaw.
 - (f) Administration shall maintain a list of all named roads, parks and trails, and facilities.
 - (g) The M.D. reserves the right to rename municipal roads, parks, trails or facilities at any time, at their own discretion.
- (2) Roads
- (a) Requests to name or rename a road under the control and management of the M.D. may be approved if the proposed name reflects a historical or geographical connection to the area or community.
 - (b) All roads under the control and management of the M.D. shall remain numbered and will not be legally renamed under any condition.
 - (c) On rare occasions, Council may permit alternate signage to be displayed for symbolic purposes only.
 - (d) If a road is named or renamed, Administration shall be responsible for the appropriate designation (Road, Street, Avenue, Way, etc.) while considering suggestions from the proponent.
 - (e) Land developers will retain the right to register roads within their development under names of their choosing.
- (3) Parks and Trails
- (a) Requests to name or rename a M.D. park or trail will be reviewed by Administration for statutory compliance with Section 1 of this policy. If compliant, the request will be brought to Council for consideration.
 - (b) M.D. parks and trails shall be named after a person, a historical event significant to the M.D., or flora and fauna of the local area or the geographical or topographical features of the local area.
 - (c) The descriptive word "Park" shall be assigned to all proposed names of a park.
 - (d) The descriptive word "Trail" or "Path" shall be assigned to proposed names of a trail.

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(4) Facilities

- (a) Requests to name or rename a M.D. facility will be reviewed by Administration for statutory compliance with Section 1 of this policy. If compliant, the request will be brought to Council for consideration.
- (b) Municipal recreation and cultural facilities may be named or renamed after the neighborhood in which they are situated, the name of a person, a geographical designation, an organization, a historical event, or a sponsor.
- (c) General municipal facilities shall be named according to the facility's function (i.e. M.D. Main Administration Office).
- (d) The naming of halls, rooms or other facilities within a municipal facility are excluded from this policy.

(5) Exceptions

- (a) The M.D. may enter into a partnership with an individual, organization or company to purchase the naming rights (limited timeframe or indefinitely) of a road, park, trail or facility, as approved by Council.

Policy Review

Within four (4) years from date adopted / amended / reviewed.

For administrative use only:

Related Documentation:

(plans, bylaws, policies, procedures, etc.)

Form: Application Form

Bylaw: M.D. Master Rates Bylaw

Bylaw: M.D. Public Notifications Bylaw

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