



Committee of the Whole Report

Report Number: CLK2026-005
Meeting Date: April 8, 2026
Title: **Street, Municipal Facility, and Park Naming Policy Update**
Description: Updates to Policy CP2022-001
Author and Title: Joel Watts, Deputy Clerk

Recommendation(s):

That Report CLK2026-005, **Street and Facility Naming Policy Update**, be received;

That the Street, Municipal Facility and Parks Naming Policy, as attached substantially in the form as Appendix A to Report CLK2026-005, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Council Policies are reviewed at least once during each term of Council. As part of the ongoing city-wide policy review process, staff in the Clerk's Office have reviewed a number of Council Policies to confirm whether or not any updates are required for the policies that are under the stewardship of the Clerk's Office. This report addresses this policy review process and seeks council approval for the Street, Municipal Facility, and Park Naming Policy updates that are being recommended by staff. This report is brought in conjunction with the newly proposed and related Civic Addressing By-law on this agenda.

Rationale:

The Street, Municipal Facility and Park Naming Policy provides a framework for the following:

- Naming new streets, municipal facility, and parks;
- Renaming existing streets, municipal facility, and parks; and
- Maintaining a Master List of approved names that can be used for streets, municipal facilities and parks requiring a new name.

Minor amendments are proposed. A summary of the amendments are as follows:

- General formatting and renumbering of sections;
- Clarification to responsible departments/divisions;
- Modifications to the Master Name List Nomination process including an expansion to allow names of Native Ontario flora and fauna;
- Changes to permit a full name to be used for a street where the last and first name are already in use;
- New options for 'bulk submissions' of new names for the Master Name List to be nominated by staff, Committees of Council, Chambers of Commerce, Royal Canadian Legion Branches, or Indigenous Communities. This is to allow greater flexibility for how nominations of new names can be collected;
- Options for living nominees to request having their name removed from the Master Name List;
- Modifications to allow for names that include non-possessive apostrophes (ie: O'Brien);
- Allowance for developers of larger subdivisions to select street names of their choosing (ie: street names not on the Master Name List) for no more than 25% of the nameable street segments in a subdivision. This has been requested by many developers who are seeking to include some names which enhance the marketing of the neighbourhood.

- Clarification for the renaming process for parks and municipal facilities as opposed to the existing process for renaming streets.
- Restrictions for submitting renaming applications during an election period so that the renaming can only occur by the new Council, as opposed to an outgoing Council. This will also alleviate Clerk's Office workloads during the busy Municipal Election.
- Amendments have been made to Sections 1.05, 1.10, 2.02, 3.02, and 4.03 to improve policy language for indigenous reconciliation initiatives.

Other Alternatives Considered:

Council could determine not to approve one of the policy updates that are being proposed. This is not recommended by Staff.

Alignment to Strategic Priorities

Clear and effective programs supported by clear Council objectives in the form of either Council policies or Management Directives are a foundational business practice and they are supported by Council's Good Government objectives.

Financial/Operation Impacts:

There are no financial decisions or impacts arising from this report.

Consultations:

- Development Services
- Community Services

Attachments:

Appendix A – Draft redline version of Street, Municipal Facility and Park Naming Policy



CLK2026-005
Appendix A - Draft 5

Department Head email: Ron Taylor, Chief Administrative Officer

Department Head: rtaylor@kawarthalakes.ca