



POLICY

Municipal Lands & Facilities Naming

Policy Number: 120-007	Supersedes Policy Number: Not Applicable
Effective Date: 2012-06-25	Approval By Council Motion Number: 10-06-12

1.0 Purpose

To provide guidelines for Town Council for the naming of municipal lands and facilities or elements thereof.

2.0 Scope

This Policy is applicable to all Town of Wolfville Council members.

3.0 References

- 3.1 Nova Scotia Municipal Government Act

4.0 Definitions

- 4.1 **Municipal Lands and Facilities** means all real property including unimproved lands, buildings and structures owned by the Town of Wolfville including, but not limited to, parkland, open space, recreational facilities, bridges, and operations and administrative buildings.
- 4.2 **Elements** means substantial features or portions of Municipal lands or facilities that are deemed by Council to warrant a separate and distinct name from the Municipal lands or facilities they are a part of. This may include, but not be limited to, such things as: rooms or structures within a building, recreational structures, trails, playgrounds, and gardens.
- 4.3 **Council** means the Council of the Town of Wolfville.
- 4.4 **Contributions** means services, goods, property or money.

5.0 Policy

- 5.1 The naming of Municipal Lands and Facilities or elements thereof is at the discretion of Council.
- 5.2 This policy shall not apply to the naming of Town streets, which is covered in separate policy.



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- 5.3 There have been, and will continue to be, a great many contributors to the Town of Wolfville and a limited number of opportunities to name municipal lands, facilities and elements.
- 5.4 The Town of Wolfville believes that existing names of municipal lands and facilities have a historical significance and place within the community; hence, this policy shall address naming criteria beginning at the effective date of this policy.
- 5.5 Selected names will come from the following candidate pool:
- a. a geographical reference that is associated with the location of the lands or building;
 - b. a name related to the Town of Wolfville's heritage and/or history;
 - c. an individual or organization who or which has had a substantial impact on the vibrancy and well-being of the Town of Wolfville through their contributions.
- 5.6 The following principles shall guide Council when considering naming of Municipal land and facilities and elements thereof:
- a. names shall be unique; name duplication and similar sounding names shall be avoided;
 - b. names shall not be discriminatory, derogatory or political in nature;
 - c. names shall be mindful of emergency response considerations;
 - d. names that recognize an organization for a financial contribution will be considered when the activities and values of the organization are aligned with the values of the Town of Wolfville;
 - e. where the name of an individual or organization is selected, approval shall be obtained from the individual (or his/her family when appropriate) or the organization for such naming.
- 5.7 Parks will not be named after individuals, with the exception of the following:
- a. the acquisition of new municipal property which has a commonly known and established name;
 - b. contractual requirements for the acquisition of the new property.
- 5.8 Town Council shall consider ways, other than naming, to recognize contributions made to the Town (e.g. plaques of recognition at a facility or written certificates).



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- 5.9 Nothing in this policy shall prevent the placement of memorial plaques on items donated to the Town, such as trees and benches, in accordance with other Town policy.
- 5.10 A donation for the purpose of receiving civic naming acknowledgement is not a guarantee of name perpetuity.
- 5.11 Council shall retain the right not to name certain facilities of broad community importance such as (but not limited to) Town Hall.

Wendy Mauden

CAO

March 10, 2016

Date