



# Assets and Infrastructure Standing Policy Committee Report

December 4, 2025

Infrastructure Services-2025-0007

## Bylaw 6508 - Repeal and Replacement of Bylaw 6049 - the Municipal Naming and Addressing Bylaw

**Submitted By** Councillor Campbell, Chair – Assets and Infrastructure Standing Policy Committee

### Recommendation of Assets and Infrastructure Standing Policy Committee:

BE IT RESOLVED THAT the Assets and Infrastructure Standing Policy Committee recommends that City Council:

1. Provide First Reading to Bylaw 6508 on December 16, 2025; and
2. Provide Second Reading to Bylaw 6508 on December 16, 2025; and
3. Provide consent in accordance with section 187(4) of the Municipal Government Act to authorize a third and final reading to occur at the December 16, 2025 meeting of City Council; and
4. Provide Third and Final Reading to Bylaw 6508 on December 16, 2025

**Vote:**

**In Favour:** 4-0 (Unanimous)

**Public Speakers at the Meeting:** None

**Public Submissions:** None

**Name** Janet Gutsell, Senior Subdivision Planner, Planning and Design

**Department** Infrastructure Services

### Summary

The proposed amendments to Bylaw 6049 - the Municipal Naming and Addressing Bylaw, resulted from Council's directed resolution to review the Naming process, specifically in relation to Municipal Buildings. The updated bylaw would reflect current practices, align with the Sponsorship, Naming Rights & Advertising Policy, and clarify Council's authority to rename municipal assets.

**Recommendation(s)**

Planning and Design recommends that Assets and Infrastructure Standing Policy Committee recommends that City Council give 3 readings to Bylaw 6508 – the Municipal Naming and Addressing Bylaw, on December 16, 2025.

**Financial**

There is no financial impact associated with updating this bylaw.

**Background and Prior Decisions**

In 2021 the new Nikka Yukon Japanese Community Center was under construction, and the name Nikka Yuko Bunka Centre was suggested at a Cultural and Social Standing Policy Committee. At that time the question of whether Council should be involved in naming buildings came up. As part of the project update resolution, FURTHER BE IT RESOLVED THAT the Cultural and Social Standing Policy Committee conduct a review of naming policies and processes, was added.

In 2023, with the completion of the Bunka Centre, the repurposing of the existing buildings again brought forward the recommendation to rename the visitor centre (Yanoshita Centre) and the pavilion (Kumakura Pavillion). This aligned with the work done for the Corporate Sponsorship Policy and while the Municipal Naming Bylaw 6049 was mentioned it was noted that the renaming of facilities was not part of this Bylaw.

As per Council direction to Administration the Municipal Naming Committee has been working on Naming Guidelines for the past two years. In the past the MNC has received other requests to rename City assets, mostly streets which is loosely referred to in the Bylaw.

The MNC felt a guiding document was needed to:

- assist with the naming of buildings to create consistency
- define roles in the renaming process, both Council and administration
- differentiate responsibilities between the MNC and with the Corporate Sponsorship guidelines.

Historically, as the MNC limited their scope to the naming of new streets and parks, the request from the Japanese Garden Society was a challenge. Once the guidelines were drafted it became apparent that the scope of the issue extended across the organization and further discussion was needed. Process mapping was undertaken to determine existing and future state for the current MNC processes.

The work resulted in a vision for an Administrative Overarching Naming Committee which would review and assign naming tasks to appropriate sub committees. Sub committees would be made up of staff with the required expertise to handle the various areas of naming. This new structure provided guidance for updating the Bylaw.

**Engagement**

This item has been on the Council Status of Directed Resolutions for the past 18 months. Changes to the Bylaw were discussed with Executive Leadership Team and the updated Bylaw was reviewed by the Solicitor's Office.

### **Recommendation and Option(s) Analysis**

- Recommendation:
- Planning and Design recommends that Assets and Infrastructure Standing Policy Committee recommends that City Council give 3 readings to Bylaw 6508 on December 16, 2025.
- Implementation and Communication Plan:
- If first, second, and third readings of this bylaw are approved, Bylaw 6049 – the Municipal Naming and Addressing Bylaw, will be repealed and replaced as indicated in the proposed Bylaw 6508, and the amended bylaw will be published on the City's website.

### **Attachment(s)**

1. Bylaw 6508 - Municipal Naming and Addressing Bylaw.docx
2. Bylaw 6508 Council presentation 2025-12-04.pptx

### **Link(s)**

1. [Cultural and Social Standing Policy Committee - 4/15/2021 1:30:00 PM - OnBase Agenda Online](#)
2. [6049-municipal-naming-and-addressing.pdf](#)