

Appendix E Current Park Naming Guidelines

OPEN SPACE

DOCUMENT NO.

1.0 POLICY TITLE: Park Naming Policy and Procedures

2.0 AUTHORITY: City Council approved June 20, 2005, CR05-101
City Council amended May 28, 2007, CR07-86

3.0 PURPOSE: The purpose of the Park Naming Policy is to provide the criteria and procedures for naming new parks and renaming existing parks.

4.0 GENERAL CRITERIA:

Park names shall be considered on the basis of one or more of the following criteria:

4.1 The names of Regina and district residents who:

- a) have resided in Regina or district for at least ten years; and
- b) have made a special contribution to the community in one or more of the following areas:
 - Service as an elected representative to the municipal, provincial or federal government for at least two terms.
 - Service as a member of a public board, committee or commission.
 - Service in a voluntary capacity in community organizations such as service clubs, cultural groups, unions, ethnic organizations, community associations, zone boards or professional organizations.
 - Have made a significant contribution in areas that have benefited the community; for example, agriculture, the arts, cooperatives, education, business or industry, journalism, medicine, politics, religion, science, law, the Canadian Armed Forces, public service, recreation or sports on a local, national or international scale.
 - Have made a significant contribution to the development of the community through participation as a pioneer between the years 1882 and 1903.

4.2 The names of persons who have not resided in Regina or district for at least ten years will be considered if they satisfy one or more of the following conditions:

- a) Saskatchewan Indian and Métis leaders who meet the criteria in 1 b) above;

- b) Deceased Regina Mayors and City Councillors who served at least six years in office;
 - c) Canadian Prime Ministers who have been elected to Parliament representing Saskatchewan constituencies;
 - d) Aboriginal individuals whose historic home is the Regina plains; or
 - e) Former premiers of the province of Saskatchewan.
- 4.3 The titles and names of members of the British monarchy or royal family.
- 4.4 Significant historic events in the history of Regina and geographic area now covered by the province of Saskatchewan.
- 4.5 Terms that arise from the distinctive prairie landscape and the ecological and ethnological features found in Saskatchewan. Names can therefore be derived from landforms, flora, fauna, agricultural, aboriginal and other ethnic communities of Saskatchewan. Aboriginal names and citations must have the confirmation of an appropriate aboriginal authority.
- 4.6 A group or organization that has made a significant contribution to the development of the park.
- 4.7 (a) Regina and area residents awarded the following civilian medals for acts of bravery and courage:
- § The National Medal of Bravery
 - § The Royal Canadian Humane Association Medal of Bravery
 - § The Carnegie Hero Medal
- 4.8 Requests to name parks in memoriam shall be considered on the basis of meeting the general criteria.
- 4.9 A request for a park name can be denied if the proposed name can be easily confused with an existing park name.
- 4.10 Except where the City of Regina deems otherwise, parks may not be named after industrial or business concerns where it is possible that such names can be construed as a promotion or advertising. However, where appropriate, a plaque or some other feature may be erected in recognition of any form of contribution from industry or business to a park development.
- 4.11 Small areas of City property which are not considered suitable for, and are not designated as parks such as traffic islands, boulevards, and buffer strips shall not be named.

Please see Appendix A - Procedure for Naming New Parks or Renaming Existing Parks.

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APPENDIX A - PROCEDURE FOR NAMING NEW PARKS OR RENAMING EXISTING PARKS

The following procedure shall be followed when naming new parks or renaming existing parks:

1. The City shall consider park names, consistent with the general criteria, which are proposed by the following sources:
 - a) The local community association or zone board.
 - b) The developer of the park or subdivision.
 - c) User groups, organizations or residents of the area.
2. When an application for subdivision that includes a park is made to the City, the Community Services Department shall initiate the park naming process by encouraging applications from:
 - a) the subdivision developer;
 - b) the community association in which the park is located if it is a neighbourhood park;
 - c) the zone board in which the park is located if it is a zone park;
 - d) the zone board and the adjacent community association if the park is located in a new subdivision where a community association does not exist; and
 - e) the affected park user groups in the case of a municipal park.
3. The Civic Naming Committee shall consider applications and add those proposed names, which satisfy the general criteria described in section 3.0, to a master list.
4. When proposing a name that is not already on the master list of potential park names, the individual, organization, group or developer proposing the name shall provide the Civic Naming Committee with background information outlining how the subject or person satisfies the general criteria in section 3.0. In the case of a proposed renaming, the party proposing the change should review the origins of the existing park name.
5. The Community Services Department shall maintain the master list of potential park names approved by the Civic Naming Committee.
6. The park name shall be appropriate with the level and function of the park (i.e., neighbourhood, zone or municipal park). The determination is based on the area in which the person has made the contribution and whether it impacted the city, the province or the country.
7. If the park is located on a joint use site involving the City of Regina and either the public or separate school board, or if the site is adjacent to a school, the Community Services Department shall consult with the school board prior to naming the park.

8. Elements within zone and municipal parks that are distinct and separate such as athletic fields, pavilions, plazas and waterfalls may also be named based on the general criteria set out in section 3.0.
9. When a name is proposed for a specific park, the Community Services Department shall forward the proposed name for review by:
 - a) the affected community association in the case of a neighbourhood level park;
 - b) the affected zone board in the case of a zone level park;
 - c) the adjacent zone board and the adjacent community association in case of a new subdivision where a community association does not yet exist; and
 - d) the affected user groups in the case of a municipal park.

In the case of a proposed renaming, the Community Services Department shall arrange for a public consultation process in cooperation with the respective community association, zone board or user group to consult those affected by the name change.

10. If it is determined to proceed with the proposed naming or renaming, the Community Services Department shall forward a report with a recommendation concerning the proposed park name to the Regina Planning Commission and City Council for a decision.
11. If the park name is approved by City Council, the Administration shall ensure appropriate signage is erected, including updating corporate mapping and the Geographical Information System. The signage shall conform to the City of Regina's Standard Park Detail for signs in parks.