

**HALIFAX REGIONAL MUNICIPALITY
ADMINISTRATIVE ORDER 46
RESPECTING HRM ASSET NAMING POLICIES**

BE IT RESOLVED AS AN ADMINISTRATIVE ORDER of the Council of the Halifax Regional Municipality as follows:

Short Title

1. This Administrative Order may be cited as Administrative Order Number 46, the HRM Asset Naming Administrative Order.

Purpose

2. The Halifax Regional Municipality is committed to providing a fair, consistent and efficient process with respect to naming of municipally owned streets, land and buildings including commemorative naming after a person, persons, tradition, tradition bearers, historic event, topographic feature or native flora or fauna.
3. The main objectives of this policy are to ensure:
 - a focused direction for all commemoration requests;
 - a standard and official approach to naming all HRM assets;
 - a clear, efficient and timely naming process;
 - communities and residents are engaged in contributing to the history-making process of naming their surroundings; and
 - the legacy of naming HRM physical assets after outstanding individuals, events and natural features continues.

Definitions

In this administrative order:

4.
 - a) “administrative name” means an asset name which is based on a locational reference to a community (Terence Bay Playground) or a street (Prospect Rd Community Centre);
 - b) “asset categories” means one of the following: HRM owned buildings, parks, park features, streets, vehicular bridges, commercial vessels and ferries;
 - c) “asset owner” means the HRM Business Unit that is responsible for the care and maintenance of the asset’
 - d) “building” means any municipally owned, permanently erected, serviced, and maintained structure relating to community and recreation, corporate administration, police, arts, culture or heritage;
 - e) “commercial vessel” means a non pleasure water craft that is owned and managed by Halifax Regional Municipality;

- f) “commemorative name” means an asset name which commemorates a person or group of persons (Joseph Howe Dr, Veterans Memorial Lane), tradition or traditions bearers (Mawiomi Place), an historic event (Alderney Landing), a topographic feature (Hemlock Ravine Park, Point Pleasant Park) or native flora and fauna (Ladyslipper Cres);
- g) “community” means the official community name as defined by HRM Civic Addressing;
- h) “coordinator” means the Civic Addressing Coordinator;
- i) “ferry” means any water craft with the primary function of transporting passengers that is owned and managed by Halifax Regional Municipality
- ia) “Municipality” means the Halifax Regional Municipality;
- j) “parks” means any municipally owned land that has the primary function of providing active and/or passive recreation opportunities;
- k) “park features” means any of the following features within a park: sport fields & courts, gardens, trails, boat launches, wharves, skateboard/bike parks, playgrounds, outdoor pools, spray parks, beaches, park bridges, outdoor rinks, gazebos and shelters;
- l) “streets” means a street road or highway owned by Halifax Regional Municipality or the Province of Nova Scotia;
- m) “tradition” means a set of customs, practices or story that is typically passed down from generation to generation;
- n) “tradition bearers” means individuals who carry the tradition of a group of people through their art, customs, and words;
- o) “vehicular bridges” means any municipality owned bridge used primarily for vehicular traffic.

Eligible Municipal Assets

- 5. The following municipal assets shall be subject to this naming policy:
 - a) Streets
 - b) Buildings
 - c) Parks
 - d) Park Features
 - e) Vehicular Bridges
 - f) Commercial Vessels and Ferries

Asset Naming Standards/Requirements

6. There shall be no duplication of names between or within asset categories, with the exception of administrative names.
7. Street Naming
 - a) Repealed.
 - i) Repealed.
 - b) Any public streets developed by HRM shall be given a commemorative name.
 - c) All street naming shall conform with Administrative Order #29.
8. Building, Park and Park Feature Naming
 - a) All building, park and park feature assets shall be named
 - b) An administrative name shall be applied to the asset unless a commemorative name is recommended.
 - c) Section b) does not apply if the building, park or park feature is being named pursuant to a corporate sponsorship naming opportunity.
9. Vehicular Bridge Naming
 - a) All vehicular bridges shall be given an administrative name.
10. Commercial Vessels and Ferry Naming
 - a) All commercial vessels and ferries shall be named.
 - b) An administrative name shall be applied to the asset unless a commemorative name is recommended.
 - c) Names assigned to commercial vessels and ferries shall be in accordance with Transport Canada regulations.
 - d) Section b) does not apply if the commercial vessel or ferry is being named pursuant to a corporate sponsorship naming opportunity.
11. Existing HRM asset names are not required to meet the criteria laid out in this policy.

Asset Naming Process

12. Asset owners shall recommend administrative names for each new asset.
13. The asset owner shall submit all recommended administrative names to the Coordinator on a regular basis.

14. The Coordinator shall consult with at least one representative from each asset category, the municipal archivist, a representative from HRM Cultural Affairs, and the local Councillor(s) to determine if there is an appropriate commemorative name available for the asset instead of an administrative name.
15. With the exception of street names, Regional Council shall approve the placement of asset names (both administrative and commemorative) based on a bi-annual recommendation report submitted by the Coordinator.

Commemorative Names

- 15A
 - (1) Complete commemorative name applications and approved commemorative name placement requests received by the Coordinator before October 7, 2025, which have not been presented to Council shall be considered according to the provisions of this Administrative Order in effect at the time that the application or request was received.
 - (2) Commemorative name applications submitted on or after October 7, 2025 shall not be received by the Coordinator.
- 15B
 - (1) Nothing in this Administrative Order shall prevent the Municipality from considering commemorative names proposed as a result of asset naming projects related to strategic initiatives of Council that are initiated by the Municipality and completed in collaboration with communities within the Municipality.
 - (2) Commemorative names proposed pursuant to 15B(1) shall be reviewed by the Coordinator and the Coordinator may make a recommendation for their adoption by Regional Council.
 - (3) The Coordinator may request a commemorative name for consideration by Regional Council following collaboration with the Office of Diversity & Inclusion if:
 - a) there are no appropriate names available on the commemorative names list and a street must be named commemoratively pursuant to section 7(b); or
 - b) there are no appropriate names available on the commemorative names list and a park must be named, and an administrative name is not available
- 15C Commemorative names of people or persons shall not be placed on assets unless:
 - a) the name complies with 15A(1); or
 - b) the name would otherwise be reviewed pursuant to section 15B.
16. Repealed.
17. Repealed.
18. Repealed.
19. Approval of Commemorative Names List
 - a) Repealed.
 - b) the Coordinator may submit a bi-annual report to Regional Council recommending names for the commemorative names list.

- c) Regional Council shall approve all commemorative names before they are added to the commemorative names list.
- d) the Coordinator shall maintain the approved list of commemorative names for future use. The list will be organized and assigned by geographical appropriateness. There shall be no prioritization system of names on the list.

Asset Renaming Requests

- 20. Street renaming requests shall only be considered if they comply with Administrative Order #29. The new street name may be chosen from the commemorative names list approved by Regional Council.

21. Repealed.

21A. Renaming requests for parks, park features, buildings, commercial vessels and ferry assets shall only be considered if:

- a) the existing name is an administrative name (i.e. Brook St Park);
- b) the commemorative name is commemorating a living person who no longer meets the criteria for which they were commemorated;
- c) Repealed; or,
- d) the renaming request is initiated by the Municipality in collaboration with communities within the Municipality where the renaming is related to a strategic initiative of Council, or identified as a priority in a community action plan adopted by Regional Council.

22. All requests for renaming shall be required to go through the application process.

Done and passed in Council this 21st day of September, 2010.

Mayor

Municipal Clerk

I, Cathy Mellett, Municipal Clerk of the Halifax Regional Municipality, hereby certify that the above-noted Administrative Order was passed at a meeting of the Halifax Regional Council held on September 21, 2010.

Cathy Mellett, Municipal Clerk

Notice of Motion: Councillor Harvey	September 14, 2010
Approval:	September 21, 2010
Amendment # 1 - Clause D section 10	
Notice of Motion: Councillor McCluskey	June 25, 2013
Approval:	July 23, 2013
Amendment # 2 - Amendment to Definitions and Commemorate Names	
Notice of Motion:	July 29, 2014
Approval:	August 5, 2014
Amendment # 3 - Amendment to Commemorate Names	
Notice of Motion:	June 2, 2015
Approval:	June 16, 2015
Amendment # 4 - Amendment to remove the word "fire" from the definition of eligible municipal buildings for naming.	
Notice of Motion:	May 8, 2018
Approval:	May 22, 2018
Amendment # 5 – Section 21 repealed and replaced with section 21A	
Notice of Motion:	May 18, 2021
Approval:	June 8, 2021
Amendment # 6 – Amend clause (a) section 18	
Notice of Motion:	September 14, 2021
Approval:	September 28, 2021
Amendment #7 – Adding clause (ia) section 4, sections 15A, 15B, 15C, clause 21A(d) Repealing clauses 7(a) & 7(a)(i), sections 16, 17,18, clause 19(a), clause 21A(c)	
Notice of Motion:	September 23, 2025
Approval:	October 28, 2025