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**FINANCE AND CIVIC DEVELOPMENT COMMITTEE**

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*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: MANDATE FOR NAMING CIVIC BUILDINGS AND FACILITIES**

**RECOMMENDATION:**

1. THAT Council mandate the Finance and Civic Development Committee to develop and recommend names for civic buildings and facilities, not located in City parks, as outlined in this report.

**REPORT**

The Finance and Civic Development Committee, at its meeting held on 2007 April 26, received and adopted the *attached* report defining the formal mandate for the Finance and Civic Development Committee to develop and recommend names for Burnaby's civic buildings and facilities.

Respectfully submitted,

Councillor D. Johnston  
Chair

Councillor N. Volkow  
Vice Chair

Councillor G. Begin  
Member

Copied to:	City Manager Chief Building Inspector Director Engineering Director Finance Director Parks, Recr. & Cult. Services Director Planning & Building
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**TO:** CHAIR AND MEMBERS  
FINANCE AND CIVIC DEVELOPMENT  
COMMITTEE

**DATE:** 2007 April 19

**FROM:** DIRECTOR PLANNING & BUILDING

**FILE:** 79100 00  
*Reference:* Civic Naming Policy

**SUBJECT:** MANDATE FOR NAMING CIVIC BUILDINGS & FACILITIES

**PURPOSE:** To define the formal mandate for the Finance and Civic Development Committee to develop and recommend names for Burnaby's civic buildings and facilities.

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**RECOMMENDATION:**

1. **THAT** Council mandate the Finance and Civic Development Committee to develop and recommend names for civic buildings and facilities, not located in City parks, as outlined in this report.

**REPORT****1.0 BACKGROUND**

The Finance and Civic Development Committee at their regular meeting of 2007 February 22 requested that staff advise the Committee on City policy for the naming of buildings in the City. This report has been prepared in response to this request and outlines a proposal for the formalizing of the existing policy, procedures and practice for the naming of civic facilities and buildings for the consideration of the Committee and Council.

**2.0 CURRENT CIVIC POLICY & PRACTICE OF NAMING CIVIC FACILITIES**

In 1982, Burnaby Council formed an ad hoc committee to determine the criteria for the naming of Freeman, parks names and streetnames. Arising out of the work of the ad hoc committee, recommendations were formulated and approved by Council to serve as a guide for future naming decisions. With regard to the naming of civic parks, Council adopted the following: "The naming of parks was to be left to the discretion of the Parks and Recreation Commission with consideration being given to naming after elected or appointed municipal officials as well as citizens at large who have or continues to give outstanding service to the community."

Based on these adopted recommendations, the Name and Signs Committee of the Parks, Recreation and Culture Commission continued to serve as the body responsible for the naming of Burnaby's parks. This naming function has included facilities and buildings directly located in

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Burnaby's parks. Through the work of the Names and Signs Committee, special consideration has been given to honour, when and where appropriate, civic parks and facilities with the names of Burnaby's past and present Freeman (see *Attachment 1*).

### 3.0 CIVIC DEVELOPMENT COMMITTEE MANDATE

The current civic policy for the naming City parks, as envisioned in 1982, did not give consideration to the naming of civic facilities that were located and developed outside the boundaries of dedicated parks. In 1989, Council created the 'Housing and Civic Development Committee' (now Finance and Civic Development Committee) to be responsible for overseeing the management of all aspects of the development of major civic facilities and projects. As part of its overall responsibilities, the Committee submitted for Council consideration the names of new buildings and facilities, which were not located in City parks and not within the jurisdiction of the Parks, Recreation and Culture Commission.

The names of facilities that have been recommended by the Finance & Civic Development Committee and approved by Council include: Alan Emmott Centre, named in 2002 (which was developed as a civic project prior to the dedication of Burnaby South Memorial Park) and the Donald N. Brown Community Police Office, named in 2007. Additionally, the Committee has also recommended the names of civic child care facilities including Taylor Park Children's Centre and Hanna Children's Centre.

In order to clarify the City's existing naming policies, procedures and practices it is proposed that the Finance and Civic Development Committee be formally mandated to develop names for civic buildings that are not located within Burnaby's parks. As part of this responsibility, it is proposed that the Committee would take into consideration the following:

- The need to consult and receive suggestions from the community and others as appropriate.
- The merit of using the names of past and present Burnaby Freeman and Gold Key<sup>1</sup> recipients that have not already been recognized in a civic facility or park name, or other appropriate references for names.
- The wishes of the person to be honoured or the family of a deceased person, as possible.
- To review the selection of names and seek Council approval through "Closed" reports until a final decision is authorized in order to respect the dignity of individuals being considered.

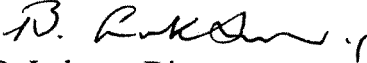
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<sup>1</sup> The Municipality of Burnaby had created its own "Gold Key" award to serve as the local equivalent of the "Freeman" honour, prior to a formal change in the Municipal Act which created the "Freeman" honour in the 1960s.

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#### 4.0 CONCLUSION

The development of recommendations for the naming of Burnaby's civic buildings, facilities and parks grew out of a Council desire to further recognize Freeman and to honour individuals who have or continue to give outstanding service to the community through creating a legacy of civic facilities and parks named in their honour. In the spirit of this policy and in accordance with its overall responsibilities, the Finance and Civic Development Committee has continued this tradition in the naming of civic facilities located outside of park areas drawing on appropriate opportunities to recognize Burnaby's Freeman and other appropriate sources for names. To further clarify its mandate it is proposed that the Finance and Civic Development be formally designated as the body responsible for bringing forward recommendations to Council for naming civic facilities and buildings which are located outside of established park areas. In carrying out these duties, it is proposed that the Committee's work be guided by the considerations outlined in Section 3.0 of this report.

  
B. Luksun, Director  
PLANNING & BUILDING

JW:tn

**Attachment**

cc: City Manager  
City Clerk  
Chief Building Inspector  
Director Engineering  
Director Finance  
Director Parks, Recreation and Culture

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**Attachment 1:**

**Burnaby's Freeman and Gold Key Recipients currently named in Civic Facilities**

Richard Bolton:	Richard Bolton Park	2006
Donald N. Brown:	Donald N. Brown Community Police Office	2007
William J. Copeland:	Bill Copeland Sports Centre	1997
Eileen E. Dailly:	Eileen Dailly Pool and Fitness Centre	1990
Douglas P. Drummond:	Drummond's Walk	2006
Alan H. Emmott:	Alan Emmott Centre	2002
George Green:	George Green Park	1950
James G. Lorimer:	Jim Lorimer Park	2005
Robert W. Prittie:	Bob Prittie Metrotown Branch: Burnaby Public Library	1991