

CITY OF AIRDRIE

Recreation Facilities Naming

Effective Date: December 15, 2008 Revision Date: _____
Approved By: Council Res # 2008-e-436
Approved On: December 15, 2008 Resolution #: _____

PURPOSE:

The purpose of this policy is to guide the naming procedures of all public recreation facilities in the City of Airdrie.

SCOPE:

This policy covers the naming and/or the renaming of all public recreation facilities owned by the City of Airdrie.

POLICY STATEMENT:

The City of Airdrie recognizes that it has an important and unique opportunity to leave a lasting legacy of community spirit and collective heritage through the naming of municipally owned recreation facilities. It is also an opportunity to recognize the contribution of individuals, organizations and businesses that have made a significant contribution towards the development of sports and recreation in the City of Airdrie. This policy provides general guidelines when establishing new names for new or existing municipally owned recreation facilities

POLICY GOALS:

The objective of this policy is to:

- 1) Provide criteria to determine how to name recreation facilities and amenities owned by the City of Airdrie.
- 2) Provide a process for approving names
- 3) Provide guidelines to assist in name selection

DEFINITIONS:**Recreation Facility**

Any building or structure owned by or under the direction and control of the City, including, but not limited to; The Plainsman Arena, Airdrie and District Recreation Complex(Twin Arenas), Genesis Place, The Town and Country Centre, Airdrie Public Library, The Nose Creek Valley Museum and future recreation facilities.

Recreation amenities

This may include community halls, meeting rooms, common areas, rinks, tennis courts, gymnasiums, bleachers, concession areas as well as other possible amenities not listed.

A) Naming Process

The City will not maintain a pre-approved list of community names for any of its recreation facilities and amenities.

Names may be elicited for a recreation facility and amenities from the following sources:

- The general public
- City administration
- Community groups
- Community Services Advisory Board
- City Council
- Corporate Community

B) Name Approval Process

1) The applicant will submit their proposed naming recommendation along with all relevant supporting documentation to the City of Airdrie Community Services Department. The Community Services Department will review the request and ensure all information is complete and follows the criteria set out in section D. Staff will complete a report on behalf of the applicant and bring a recommendation to the Community Services Advisory Board.

2) The Community Services Advisory Board will evaluate all suggestions for naming the specific recreation facilities and/or amenities based on the guidelines as set out in Section D. The Community Services Advisory Board will make a recommendation to City Council.

3) City Council will review the recommendation and have final approval of all names to be attributed to recreation facilities and amenities.

C) Responsibilities**City Council**

Will have final approval of all names attached to City of Airdrie owned recreation facilities and amenities.

Community Services Advisory Board


Will evaluate all suggestions for naming City of Airdrie owned recreation facilities and amenities and provide its recommendation to City Council for consideration. Ensure that recreation naming guidelines have been adequately followed.

D) Guidelines

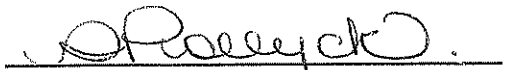
The naming of recreation facilities and amenities shall be done in consideration of the following criteria:

- a) The individual's contribution must be very significant to the community over a period of time.
- b) Whenever possible, names should be reflective of the region's heritage, geographical features, community spirit or another attribute that is representative of the City or region.
- c) The naming of a recreation facility or amenity after a person or family shall be considered when the individual or family for whom the facility is to be named after meets one or more of the following criteria:
 - Volunteers that give extraordinary help or care to individuals, families, or groups, or supports community services or humanitarian causes
 - Historical names that celebrate a historic event or moment in time
 - Individuals who have risked their life to save or protect others
 - Outstanding contribution by an individual to the City of Airdrie
 - An individual, organization or business entity may become a title sponsor of an amenity or municipal facility in recognition of funds, good and services and or service or support.
- d) Names which may be interpreted as solely an advertisement or being discriminatory or connoting political affiliation shall not be used.

Supporting documentation may be required to verify the contributions of an individual or family and the agreement of the individual or family or next of kin in the case of deceased individuals, shall be obtained.



Mayor



City Clerk