



BYLAW NO. 08-2024

BEING A BYLAW OF TOWN OF SLAVE LAKE IN THE PROVINCE OF ALBERTA

A Bylaw of the Town of Slave Lake, in the Province of Alberta for the purpose of establishing a committee to recommend names for development areas, roads, parks, trails and municipal facilities and to rescind bylaw #02-2018.

WHEREAS the Council of the Town of Slave Lake deems it appropriate to form a Committee for the purpose of advising Council on the matter of naming of development areas, roads, parks, trails, and municipal facilities.

THEREFORE, be it resolved that the Council of Town of Slave Lake in the Province of Alberta, duly assembled hereby enacts as follows:

1. **CITATION**

- 1.1. This Bylaw may be cited as "Naming Advisory Bylaw".
- 1.2. Where the provisions of this Bylaw conflict with the provision of any other Bylaw of the Town of Slave Lake, this Bylaw shall prevail.

2. **DEFINITIONS**

- 2.1. **Application:**
Means a formal request form provided by the Naming Advisory Committee.
- 2.2. **Council:**
Means the Council of the Town of Slave Lake, in the Province of Alberta
- 2.3. **Chief Administrative Officer (CAO):**
Means the manager of the Town of Slave Lake or designated as employed by the Town.
- 2.4. **Development Areas:**
- 2.5. Means building a new structure or an area under improvements and/or changes.
- 2.6. **Municipal Facilities:**
Means any building, structure, or area of land owned by or under the direction and control of the Town of Slave Lake including but not limited to, cemeteries, storm water management facilities, wastewater treatment facilities, libraries, and civic buildings.
- 2.7. **Names Reserve List:** Means a compilation of names approved and maintained by the Naming Advisory Committee for possible future use.



2.8. Parks/Trails:

Means an area of land used for active and/or passive recreational activities under the ownership and control of the Town of Slave Lake.

2.9. Roads:

Means an area of land used for active and/or passive recreational activities under the ownership and control of the Town of Slave Lake.

3. PURPOSE AND APPLICATION

3.1. The Naming Advisory Committee is hereby established for the purpose of recommending to the Town of Slave Lake Council, the adoption of specific names for:

- 3.1.1.** Development Areas
- 3.1.2.** Roads
- 3.1.3.** Parks
- 3.1.4.** Trails
- 3.1.5.** Municipal Facilities

3.2. The Committee shall pay due regard to the historical significance of the names in as much as they relate to the matters under consideration, and to the suitability of names in relation to the use and function of the road, park, trails and facility, neighborhood, etc., under construction and/or consideration.

4. GENERAL PROVISIONS

4.1. Composition of Committee

- 4.1.1.** One member of the Town of Slave Lake Council
- 4.1.2.** One member of the Business Community
- 4.1.3.** Three representatives of the Town at large
- 4.1.4.** The Chief Administrative Officer shall appoint one administrative representative to act as the recording secretary to assist and advise the Committee and shall arrange for the preparation of such materials he/she deems necessary for this purpose.
 - 4.1.4.1.** The administrative member is a non-voting member of the committee.
- 4.1.5.** If the facility relates to a jointly owned facility, then the committee will request the joint partner to appoint two members for representation.



4.2. Committee's Obligations and Power

- 4.2.1. All nominations for Committee membership shall be reported to and confirmed by the Council.
- 4.2.2. Members appointed shall hold office at the pleasure of Council for a three-year term, with the exception of the jointly owned partner appointments which shall be for the length necessary in dealing with the jointly owned facility naming process.
- 4.2.3. Notwithstanding the provisions of clause 4.2.2, all members shall remain in the office until their respective successors are appointed.
- 4.2.4. Retiring members may be eligible for re-appointment irrespective of the number of terms served.
- 4.2.5. In the event of a vacancy occurring, the person appointed to fill such vacancy shall hold office for the remainder of the unexpired term of his predecessor.
- 4.2.6. The Chairman of the Committee shall be chosen by the members at the first meeting following appointment of members. This meeting to occur within one month after the Organizational Meeting of Council.
- 4.2.7. Meetings of the Committee shall be held at least three times a year in the Town Office, the time of the meetings to be determined by the Committee.
- 4.2.8. Special meetings may be called on not less than 24 hours' notice by the Chairman or Secretary, or at the request of two or more members of the Committee.
- 4.2.9. The quorum of the committee shall consist of three (3) members.
- 4.2.10. The Chairman shall have a vote on any question and in the event of a tie, the motion shall be lost.
- 4.2.11. Once a year the Committee shall advertise in the local media that they are prepared to accept nominations, or suggestions, for names.

5. General

- 5.1. The administration appointee of the Town of Slave Lake will provide administrative services to the Naming Advisory Committee in the form of:
 - 5.1.1. Maintaining an inventory of names to be used in the future.



- 5.1.2. Receiving requests from the public for names to be honored.
- 5.1.3. Creating and providing agendas and minutes to the Committee.
- 5.1.4. Presentations to Council.

5.2. The Committee may solicit, hear, and consider representations from any citizen or group of citizens upon any matter relating to the function of the Committee.

5.3. Applications to the Committee for naming suggestions may be added to the "Names Reserve List" at the discretion of the committee for possible future use.

6. **PASSING OF BYLAW**

- 6.1. That this Bylaw comes into effect upon the date of its Third and Final Reading.

READ A FIRST TIME THIS 2 DAY OF April 2024.

My Ward
MAYOR

J.W.D.
CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS 2 DAY OF April 2024.

My Ward
MAYOR

J.W.D.
CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME THIS 2 DAY OF April 2024.

My Ward
MAYOR

J.W.D.
CHIEF ADMINISTRATIVE OFFICER