

Communication Update

To: Mayor and Members of City Council

Committee Date: May 26, 2026

Subject/Report No.: Process and Criteria for Approval of Commemorative Street Names

Ward(s) Affected: City Wide

Submitted By: Binu Korah
Director of Growth Management and Chief Development Engineer
Growth Management
Planning and Economic Development

Signature: 

Summary

The purpose of this Communication Update is to advise Members of Council about the process and criteria for approval of Commemorative Street Names. This Communication Update has been prepared in response to discussion and questions about the process for Commemorative Street Naming at a recent Committee meeting.

Background

What are Commemorative Street Names?

A Commemorative Street Name is an honorary name applied to all or a portion of an existing street. The Commemorative Street Name does not replace or change the existing official street name and does not require any existing municipal addresses to be altered. Commemorative Street Name signage is placed in addition to the official street name sign and has a different appearance.

Municipal Addressing and Street Naming By-law 25-095 and Criteria for Street Naming

The Municipal Addressing and Street Naming By-law 25-095 was passed in May, 2025. The passage of the By-law adds clarity to the City's requirements related to Commemorative Street Names by establishing:

- a list of criteria which all street names, including Commemorative Street Names, must adhere to (see Appendix “A”); and,
- identifying the distinct signage requirements for Commemorative Street Names.

Process for Approval and Implementation of a Commemorative Street Name

Commemorative Street Names are approved through a Council motion.

The following outlines the process for Commemorative Street Name approval:

- A commemorative street name request must be proposed by the Mayor or Member of Council. If staff receive a request for a Commemorative Street Name from a member of the public, staff will direct the requestor to connect to the Mayor / Ward Councillor’s office to initiate the process;
- The Mayor / Councillor’s office shall connect with Municipal Addressing staff (addressing@hamilton.ca) in the Legislative Approvals Section of the Growth Management Division (Planning and Economic Development Department) regarding the proposed Commemorative Street Name. Staff will ensure the proposed commemorative name is in accordance with requirements of Bylaw 25-095, and does not conflict with any other existing street names. Growth Management staff may circulate staff in other Divisions (eg. emergency services) to confirm the proposed name does not cause any concerns from an emergency services / wayfinding perspective;
- Once the commemorative name has been confirmed, the Mayor / Councillor shall bring a motion to Public Works Committee to have the commemorative name approved. The motion should include rationale for the proposed name, location, and funding source for the fabrication and installation of the commemorative signage. Staff can assist with preparing the motion and have a template available; and,
- Upon approval of the motion, Growth Management staff will connect with Traffic Operations staff in Public Works to arrange for the fabrication and installation of the signage.

By following this process for the approval of Commemorative Street Names, staff can ensure that the proposed name meets the criteria of By-law 25-095 and does not duplicate any other existing street name in the City (which could cause confusion for emergency response and wayfinding). This process will also ensure that all required staff (eg. municipal addressing, GIS) are notified of the commemorative name to add to City databases, mapping and dispatch systems. Finally, this process will ensure proper signage in accordance with the By-law is fabricated and installed.

Appendices and Schedules Attached

Appendix A: Criteria for Naming and Re-Naming of Public Highways, Private Roads and Commemorative Streets (Schedule 'B' to By-law 25-095)