



The Municipal Corporation of the Hamlet of Gjoa Haven
Civic Address By-Law 151

Description

A By-Law of the Municipal Corporation of the Hamlet of Gjoa Haven in the Nunavut Territory, to provide for the naming of roads and buildings, pursuant to the Hamlet's Act, R.S.N.W.T., 1988, c. H-1, as duplicated for Nunavut by S.29 of the *Nunavut Act*, S.C. 1993, c.28; and as amended by S.NU 2003 C.3 S.70.

By-Law

WHEREAS the Council of the Municipal Corporation of the Hamlet of Gjoa Haven deems it to be desirable name Municipal Roads and Number Buildings,

NOW, THEREFORE, The Municipal Corporation of the Hamlet of Gjoa Haven, at a duly assembled meeting, enacts as follows:

1. Short Title

This By-Law shall be cited as the "**Civic Address By-Law**".

2. Interpretation

In this By-Law:

"Building"	means a permanent or temporary structure used or intended to be used to support or shelter any use or occupancy, except for a structure, the use of which is accessory to the use of another structure on the same lot;
"Civic Number"	means the number assigned to a building pursuant to this Bylaw;
"Council"	means the Council of the Municipal Corporation of the Hamlet of Gjoa Haven;
"Development Officer"	means the Development Officer, as appointed by Council;
"Minister"	means the Minister of Community and Government Services;
"Municipality"	means the Municipal Corporation of the Hamlet of Gjoa Haven, which is represented by the Senior Administrative Officer or his or her designate, except when decisions of Council are required;
"New Road"	means roads or streets which are developed after the date of this By-Law;

"Public Road"

means any street, road, lane, drive, or thoroughfare accessible to vehicular traffic owned by the Municipality

3. Application of the By-Law

- A) This By-Law shall, except as otherwise expressly authorized by the Minister in writing, apply to all public roads and buildings within the Municipal Boundary.

4. Registry

- A) The Development Officer is responsible to maintain a Registry of Street Names that lists all currently available names for future public roads.
- B) A member of the public may at any time recommend a theme or name to the Development Officer using the Application in Appendix "B".
- C) A recommended name will be reviewed by the Development Officer to determine whether the name is a duplicate name, continuation of an existing theme, or the creation of a new theme, and follows all policies as outlined in this By-Law.
 - a) The DO will then forward, with his/her comments, the name or theme to Council.
- D) If the recommended name is approved by Council, the name will be added to the Registry of Street names.
- E) If at any time the Registry becomes empty, notice will be given to the community soliciting suggestions.

5. Naming

- A) There shall be no use of awkward, corrupt, discriminatory or derogatory names in regards to race, sex, colour, political affiliation or any other social factors.
- B) The names of living persons or companies used for the purpose of advertising shall not be permitted.
 - a) If a ROW is to be named after a person, two of the following shall apply:
 - i) The person has demonstrated excellence, courage, or exceptional dedication to service that brings special credit to the Municipality;
 - ii) The person has volunteered and has given extraordinary help or care to individuals, families, groups or has supported community services;
 - iii) The person has risked their life to save or protect others;
 - iv) The person has performed in an outstanding manner or high standard that brings considerable benefit or great honour to the Municipality.
- C) Names shall be in Inuktitut and English.
- D) No new public roads shall begin with the use of "Old" or "New" as base names.
- E) Names shall be easily recognizable and readable.
- F) For all new roads, the DO will use the next name on the Registry of Street Names.

- G) Public Roads shall have the following suffixes:
 - a) Drive for crescent, loop or 'U' shaped public roads;
 - b) Street for a public roads going in a East-West direction or vice-versa;
 - c) Road for a public road going in a North-South direction or vice-versa;
 - d) Lane for narrow (less than 14metres) public road.
- H) The Municipality is responsible for ensuring all public roads are labelled accordingly at every intersection.

6. Re-Naming

- A) Consideration to rename a public road shall only be given when renaming would provide a general improvement to the administration of essential services and in the intent of public safety.
 - a) Once a name has been adopted and approved by Council, it may not be changed for a term of 5 years.
- B) In the case of a name change, the applicant shall submit a petition in support of the change of the change to the Hamlet of Gjoa Haven with the names and signatures of all residents who reside on or lease property that fronts on or is adjacent to the subject street.
- C) The proposed new street name will be reviewed by the DO and may be approved by Council.

7. Duplication

- A) No streets names shall be duplicated, and each street name must be particular to that street.
- B) There shall be no use of former or discontinued street names.

8. Numbering

- A) The Development Officer shall be responsible for assigning new civic numbers and shall be responsible for maintaining a system for identifying all civic numbers.
- B) All buildings shall have a civic address.
- C) For new construction, the developer must apply to have a civic number issued, as per Appendix A
 - a) Upon receiving an application for new civic number, the Development Officer will then issue a new civic number for that building.
 - b) The Developer or homeowner is responsible for the cost associated with posting the civic address.
- D) Numbers on a ROW will commence as follows:
 - a) Increasing numbers going in an East to West direction;
 - b) Increasing numbers going in a South to North direction;
 - c) Odd Numbers on the south and west sides of a public road;
 - d) Even numbers on the north and east sides of a public road.

- E) Address's shall be posted in locations clearly and legible year round from the street.
 - a) The address must be posted on the same side of the road as to which the number was assigned.
- F) No owner bearing an incorrect address shall continue to use it.

9. Re-Numbering

- A) The Development Officer may change a civic address at any time.
- B) Consideration to renumber a building shall only be given when renumbering would provide a general improvement to the Municipal administration of essential services and in the interest of public safety.
- C) When considering renumbering a building, the Development Officer shall choose a solution that address public safety concerns and shall also have regard to the following:
 - a) Potential confusion created for emergency & municipal services, delivery services and the travelling public
 - b) The number of units affected and the potential cost
- D) The DO will give owners written notice of the change, and give 30 days for the owner to change said address.

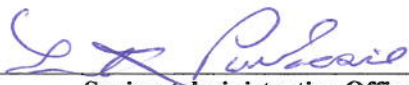
10. Mapping

- A) The DO is responsible to update the official Civic Addressing Map when required.
- B) The Map may be changed and updated without amending the by-law, provided the changes do not alter the intent of the by-law, or contravene the by-law.
- C) At the end of each building season, the DO will provide Council with an updated Civic Address Map.

11. By-Law Administration

- A) The Municipality may make minor changes not affecting the intent of these forms of agreement as may be necessary for such administration.
- B) The following appendices shall form part of this by-law:

a) Appendix "A"	Application for New Civic Number
b) Appendix "B"	Application for Recommended Name
c) Appendix "C"	Application to Change Street Name
d) Appendix "D"	Petition to Change Street Name
e) Appendix "E"	Civic Address Map
- C) The municipality may make minor changes to the Appendices of this By-law, without amending this By-law provided the changes to the appendices do not alter the intent of this By-law.

Date of First Reading	(Day) 22	(Month) September	(Year) 2011
 Mayor		 Senior Administrative Officer	
Date of Second Reading	(Day) 22	(Month) September	(Year) 2011
 Mayor		 Senior Administrative Officer	
Date of Third Reading and Passed	(Day) 04	(Month) October	(Year) 2011
 Mayor		 Senior Administrative Officer	

(CORPORATE SEAL)





Appendix "A"
Application for New Civic Number
Hamlet of Gjoa Haven, Nunavut

Applicant: _____
Name of Business or Surname & First name

Mailing Address: _____

Phone: Home # _____ Work # _____ Email: _____

I hereby make application for a civic number for the following lot:

Lot: _____ Block: _____ Plan: _____

There will be ____ unit(s) on this lot. (SFD=1 unit 5PLex=5 units, etc)

Please include a sketch of the building in relation to the road, including entranceways:

Signature of Applicant

Date



Appendix "B"
Recommend a Street Name
Hamlet of Gjoa Haven, Nunavut

Applicant: _____
First and Last Name

Mailing Address: _____

Civic Address: _____

Phone: Home # _____ Work # _____ Email: _____

The recommendation must adhere to the following:

Civic Addressing By-Law:

5. **Naming**

- A) There shall be no use of awkward, corrupt, discriminatory or derogatory names in regards to race, sex, colour, political affiliation or any other social factors.
- B) The names of living persons or companies used for the purpose of advertising shall not be permitted.
 - a) If a ROW is to be named after a person, two of the follow shall apply:
 - i) The person has demonstrated excellence, courage, or exceptional dedication to service that brings special credit to the Municipality;
 - ii) The person has volunteered and has given extraordinary help or care to individuals, families, groups or has supported community services;
 - iii) The person has risked their life to save or protect others;
 - iv) The person has performed in an outstanding manner or high standard that brings considerable benefit or great honour to the Municipality.
- C) Names shall be in Inuktitut and English.
- D) No new streets shall begin with the use of "Old" or "New" as base names.
- E) Names shall be easily recognizable and readable.

I hereby recommend the following Street Name:

Reasons for Recommendation:

Signature of Applicant

Hamlet of Gjoa Haven

By-Law No. 151 - Civic Address

Date



Appendix "C"
Application to Change Street Name
Hamlet of Gjoa Haven, Nunavut

Applicant: _____
First and Last Name

Mailing Address: _____

Civic Address: _____

Phone: Home # _____ Work # _____ Email: _____

I hereby apply to change _____ to the following name:

Reasons for Change:

This application will not be accepted without the Petition in Appendix "D".

Signature of Applicant

Date



Appendix "D"
Petition to Change Street Name
Hamlet of Gjoa Haven, Nunavut

We the undersigned, residents of the public road named _____ agree with
the applicant to change the public roads name to _____ for the
reasons outlined in the attached application.

Name	Date	Phone	Signature
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Date: _____



Appendix "E"
Civic Address Map
Hamlet of Gjoa Haven, Nunavut

Insert Appendix "E" Here