



**City of Kingston  
Report to Council  
Report Number 25-078**

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**To:** Mayor and Members of Council  
**From:** Paige Agnew, Commissioner, Growth & Development Services  
**Resource Staff:** Tim Park, Director, Planning Services  
**Date of Meeting:** April 1, 2025  
**Subject:** Proposed Renaming of a Municipal Road Known as Elk Crescent to Elk Court

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**Council Strategic Plan Alignment:**

Theme: 3. Build an Active and Connected Community

Goal: See above

**Executive Summary:**

Elk Crescent was approved and constructed through the Ridgewood Estates subdivision in the 1970s. Residents on Elk Crescent assumed the road was named 'Elk Court' rather than 'Elk Crescent' due to incorrect references in other government addressing systems. The form of the existing road conforms with the description of a court, rather than a crescent, under Schedule "B" within "A By-Law to Direct the Orderly Addressing of Buildings and Properties and Appropriate Naming of Roads Within the City of Kingston" (By-Law Number 2005-98). This proposal seeks to correct a historical error and rename the municipal road from Elk Crescent to Elk Court to ensure the safety of residents and compliance with By-Law Number 2005-98.

The by-law is being recommended to Council for all three readings to ensure that the municipal road may be renamed in an efficient manner for emergency service provision and the safety of residents.

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**Recommendation:**

**That** “A By-Law to Approve the Renaming of the Existing Municipal Road from Elk Crescent to Elk Court, City of Kingston, County of Frontenac”, attached as Exhibit B to Report Number 25-078, be presented to Council for all three readings.

April 1, 2025

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**Authorizing Signatures:**

**p.p.**

ORIGINAL SIGNED BY COMMISSIONER

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**Paige Agnew, Commissioner,  
Growth & Development Services**

ORIGINAL SIGNED BY CHIEF

ADMINISTRATIVE OFFICER

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**Lanie Hurdle, Chief  
Administrative Officer**

**Consultation with the following Members of the Corporate Management Team:**

Jennifer Campbell, Commissioner, Community Services Not required

Neil Carbone, Commissioner, Corporate & Emergency Services Not required

David Fell, President & CEO, Utilities Kingston Not required

Desirée Kennedy, Chief Financial Officer & City Treasurer

Ian Semple, Acting Commissioner, Transportation & Infrastructure Services

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**Options/Discussion:**

**Background**

Elk Crescent was approved and constructed through the Ridgewood Estates subdivision in the 1970s. However, residents on Elk Crescent notified the City that inconsistent road suffixes were in use for the existing municipal road. Residents on Elk Crescent assumed the road was named Elk Court rather than Elk Crescent due to incorrect references in other government addressing systems, including the Ontario Land Registry, which referred to the road as Elk Court.

The form of the existing road conforms with the description of a court, rather than a crescent, under Schedule "B" within "A By-Law to Direct the Orderly Addressing of Buildings and Properties and Appropriate Naming of Roads Within the City of Kingston" (By-Law Number 2005-98). The existing road name was assigned in the 1970s and an improper road suffix was assigned at that time. This proposal seeks to correct the historical error and rename the municipal road from Elk Crescent to Elk Court to ensure the safety of residents and compliance with By-Law Number 2005-98.

**By-Law Number 2005-98**

By-Law Number 2005-98 has provisions which govern road naming within the City. The by-law states that proposed road names should not duplicate existing road names in the City and should be pleasant sounding, easily recognizable, and capable of clear pronunciation. The by-law also provides road naming conventions under Schedule "B" which describe road suffixes used within the City of Kingston. Under Schedule "B", a court is described as "a throughfare that dead ends or forms a cul-de-sac", and a crescent is described as "a short throughfare that begins and ends on the same street". The existing road at Elk Crescent has the form of a court, and as such Elk Crescent would be more appropriately named Elk Court to comply with By-Law Number 2005-98.

Staff have consulted with emergency service providers, and they have verified that there are no concerns with renaming the road from Elk Crescent to Elk Court. As such, renaming the municipal road from Elk Crescent to Elk Court is appropriate and is consistent with By-Law Number 2005-98 and emergency service requirements.

**Road Name Impacts**

There are six residential lots located along the municipal road known as Elk Crescent. The proposed road renaming would impact the owners and (if applicable) tenants of these six homes. The property owners and tenants have been notified of the proposed road renaming, and there have been zero pieces of public correspondence received at the time this report was written. Emergency services providers were also consulted regarding the road name change and have confirmed that the renaming of Elk Crescent to Elk Court will not have an impact on emergency service delivery.

## **Signage**

The current signage references “Elk Crescent”. A new road name sign will need to be installed referencing ‘Elk Court’. The proposed road renaming is being initiated by the City, and the City will be responsible for the cost of the replacement municipal road signage.

## **Notice**

The City’s Public Notice Policy sets out the minimum notice requirements for road renaming within the municipality. Notice is required to be published in the newspaper and the City of Kingston website two weeks prior to the Committee or Council meeting at which the matter is being considered. A notice of intention to rename Elk Crescent to Elk Court was published in the Whig Standard newspaper and on the City of Kingston website on March 18, 2025. At the time of writing this report, there were no concerns raised by the public in opposition to the road name change.

## **Existing Policy/By-Law**

The by-law currently governing road naming in the City of Kingston is By-Law Number 2005-98, “A By-Law to Direct the Orderly Addressing of Buildings and Properties and Appropriate Naming of Roads Within the City of Kingston”.

The policy currently in place for the naming of Kingston’s corporate assets, including roads and parks is the “City of Kingston Naming of Corporate Assets Policy”.

## **Notice Provisions**

Notice of Intention to pass a by-law to rename a municipal road is required to be provided in accordance with the City of Kingston Public Notice Policy.

## **Financial Considerations**

The City will be responsible for the costs of road signage replacement. There are sufficient funds within approved budgets to cover these costs.

## **Contacts:**

Alexandra Dowker, Manager, Service Standards & Data Management, 613-546-4291 extension 3265

Sarah Oldenburger, Planner, Planning Services, 613-546-4291 extension 3288

## **Other City of Kingston Staff Consulted:**

John King, Supervisor, Public Works

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**Exhibits Attached:**


Exhibit A Key Map

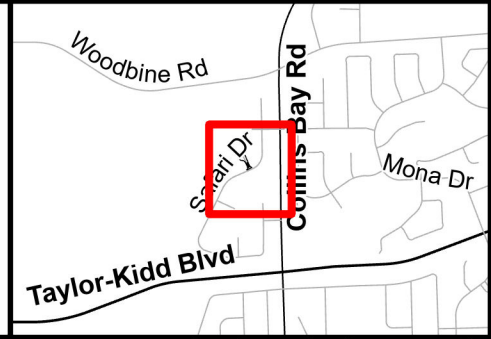
Exhibit B A By-Law to Approve the Renaming of the Existing Municipal Road from Elk Crescent to Elk Court, City of Kingston, County of Frontenac



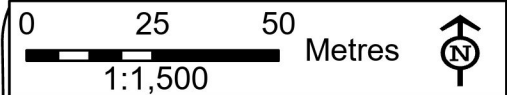
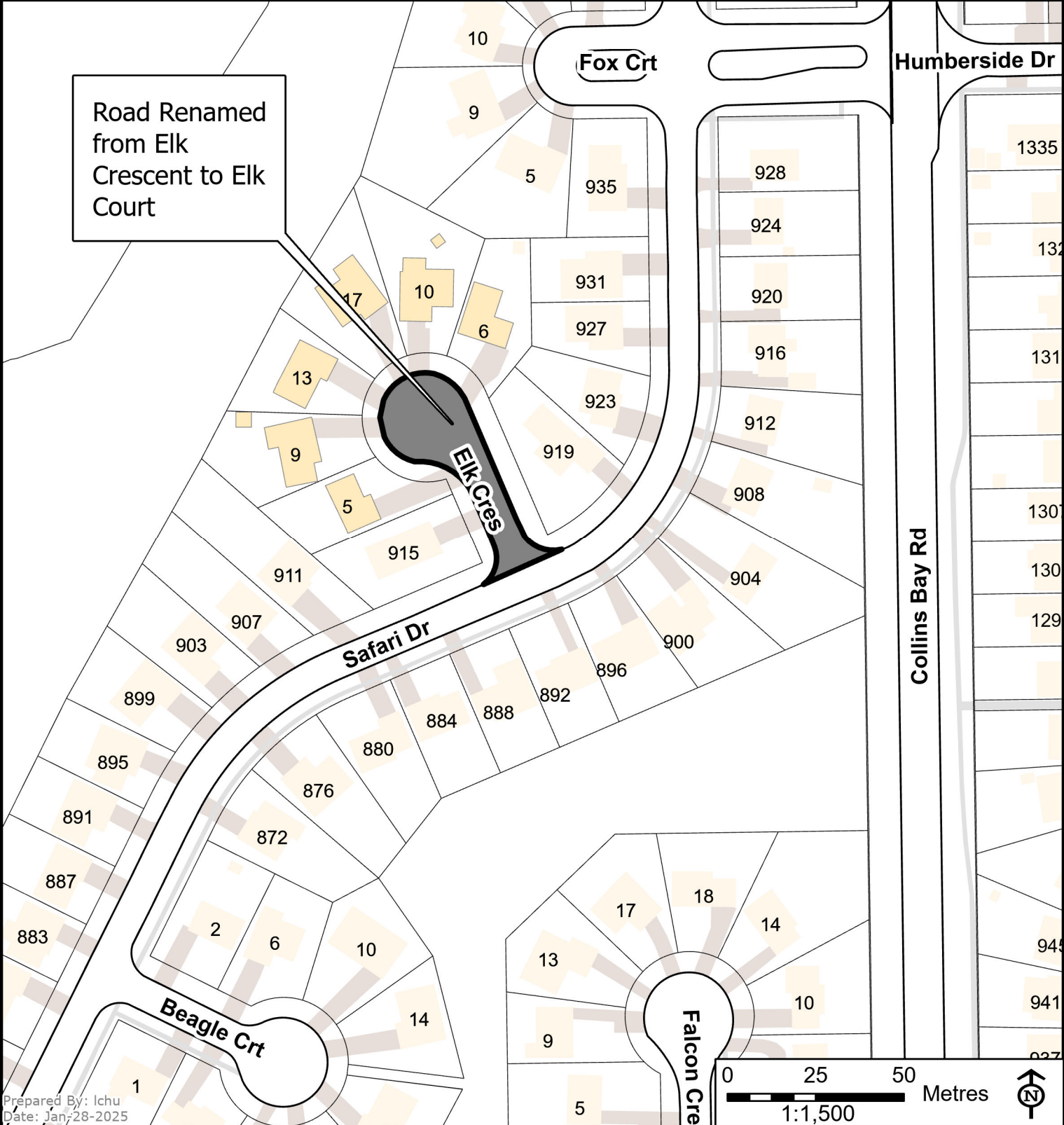
# Civic Addressing Key Map - Road Renaming

Addresses: 5, 6, 9, 10, 13, 17 Elk Crescent  
File Number: D20-022-2025

 Subject Road to be Renamed from Elk Crescent to Elk Court



Road Renamed from Elk Crescent to Elk Court



Prepared By: Ichu  
Date: Jan-28-2025

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By-Law Number 25-078

**A By-Law to Approve the Renaming of the Existing Municipal Road from Elk Crescent to Elk Court, City of Kingston, County of Frontenac**

**Passed: April 1, 2025**

**Whereas** the *Municipal Act, 2001*, S.O. 2001, c. 27, as amended (the “*Municipal Act, 2001*”) provides that municipalities may pass by-laws respecting highways, which also include all road allowances, streets and lanes shown on a registered plan of subdivision; and

**Whereas** Council for the City of Kingston has passed and enacted By-Law Number 2005-98 entitled, “A By-Law to Direct the Orderly Addressing of Buildings and Properties and Appropriate Naming of Roads Within the City of Kingston”, in accordance with the *Municipal Act, 2001*; and

**Whereas** pursuant to section 48 of the *Municipal Act, 2001* a local municipality may name or change the name of a private road after giving notice of its intention to pass the by-law; and

**Whereas** Council deems it appropriate to pass a by-law under section 48 of the *Municipal Act, 2001*, to name a private road; and

**Whereas** public notice of Council’s intention to pass this by-law has been published in accordance with the City of Kingston Public Notice Policy.

**Now Therefore** the Council of The Corporation of the City of Kingston enacts as follows:

1. That the municipal road shown as Elk Crescent, as shown on Schedule “A” attached to and forming part of this by-law, be renamed to Elk Court; and
2. This by-law shall come into force and take effect on the date of its passing.

**Given all Three Readings and Passed: April 1, 2025.**

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**Janet Jaynes**  
City Clerk

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**Bryan Paterson**  
Mayor