

Municipal Addressing Manual

The Town of Midland has set policies and procedures for assigning street names and numbers for new and existing streets. These guidelines are contained within this document as approved by Council.



Planning Services
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Introduction

The Municipal Act, 2001 S.O. c.25, authorizes Council to provide for the giving of names or changing of names of highways within the Municipality, under Section 11(3)(1). Furthermore, Section 48 of the Municipal Act, 2001 S.O. c.25 also authorizes Council to name or rename private roads. The purpose of this manual is to establish a policy to provide a system of street naming and street numbering within the Town of Midland.

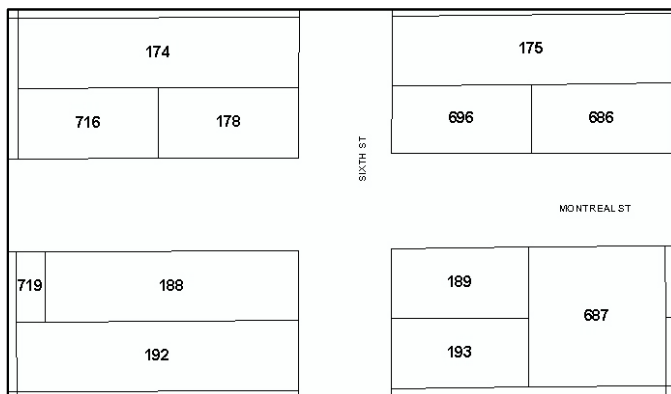
Part 1 – Town of Midland Practices

This Municipal Addressing Manual outlines the formal Standards of Practice regarding the assignment of street address numbers and street names in the Town of Midland.

1.1 Street Numbers

The Town's address numbering framework follows a modified grid pattern layout, although variations occur due to property line boundaries, location of roads, and natural features, etc. The grid system is a comprehensive method that will be retained for assigning street numbers. This grid pattern map is stored and maintained in the Town's Geography Information System.

To ensure street numbering is consistent, a street numbering strategy was developed. In this strategy street addresses are “odd numbered” on the South and East sides of streets and “even numbered” on the North and West sides of streets. Streets, crescents and cul-de-sacs will be discussed further in this manual as they pose a challenge to simple street numbering protocols. The “odd/even” numbering scheme will be maintained as policy in this manual.



Street numbers are also assigned based on the distance between property lines. This is to ensure that adequate street numbers can be assigned if future intensification of lands takes place. The practice in the past has been to assign civic numbers based on unit type, as long as the number falls within the grid pattern. There are some instances where this has been adjusted to suit the



existing development pattern. The following is to be incorporated as street numbering procedure.

- 1) King Street shall be used as a reference line starting with addresses increasing from 500 westerly, and decreasing from 500 easterly. Similarly, Vindin Street shall be used as a reference line starting with addresses increasing northerly and southerly from 0. The Street Number Address Grid should be used to assign addresses based on this reference.
- 2) When a street curves, the predominant direction will govern how the street is numbered, and must also be consistent with the surrounding area. Determining the predominant direction can be achieved by visually examining the street as drawn in GIS.
- 3) Even street numbers shall be implemented on the north and west sides of the street; odd numbers on the south and east sides of the street. Similarly to 2), when streets curve, the predominant direction will govern (as ascertained in 2) how the street is numbered.
- 4) Numbering shall accommodate future growth; therefore, include sufficient spacing in the numbering of blocks in development plans.
- 5) Assign a street number based on the Frontage of a property (as defined in the Zoning By-law).
- 6) Properties may have more than one street number. All principle use buildings within a block or on a single property shall have a unique number, whereas, units within a building shall be addressed according to Unit Numbers assigned by the property owner.
- 7) Numbering shall be consecutive and uniform and shall be guided by the following:
 - i. Numbers for Single Detached Dwellings increase by 6 for lots with a frontage greater than or equal to 15.0 metres. For single detached dwelling lots with frontage less than 15.0 metres, numbers increase by 4.
 - ii. Numbers for Semi-Detached Dwellings increase by 2.
 - iii. Numbers for Block or Street Townhouses increase by 2.
 - iv. Numbers for Rural properties increase by 8 for every 20.0 metres.
 - v. For streets with a bend or curve, a discrepancy can result if this numbering scheme is adhered to, therefore it may be preferable to skip numbers, or increase by a number range of 2 (if appropriate) numbers on the inside of the bend to ensure that uniformity is maintained and the numbers align on either side.
 - vi. In the case of small courts or crescents, the odd/even number rule cannot be adhered to. Small courts should only be numbered as such with either an odd or even number when there is one lot (as in Example A) or less (as in Example B) before the bulb. The odd/even rule can apply for longer courts, with the numbers meeting at the centre of the bulb (as in Example C).
 - vii. In older established neighbourhoods, intensification may occur, and problems in the numbering scheme may occur if there is not

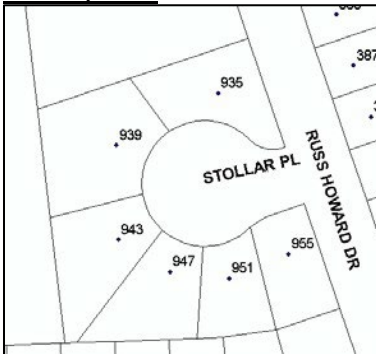


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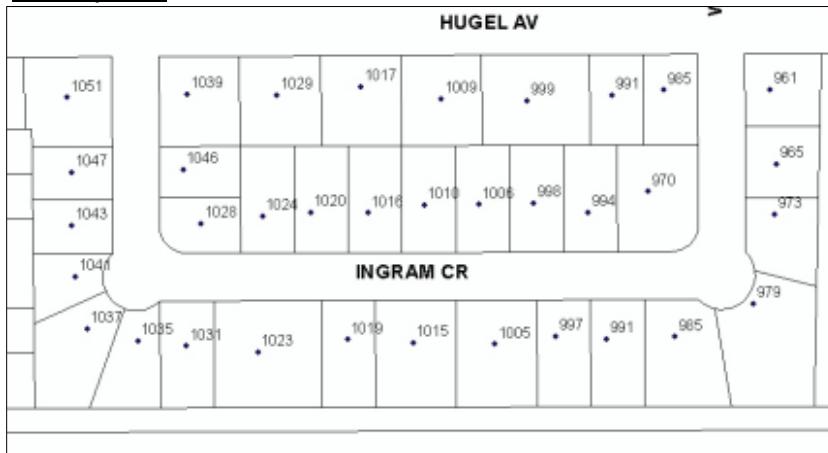
enough previously assigned numbers. In order to assign a street number that still complies with the Manual the Planning Department may need to assign the letter “A” after the existing number. This protocol will be applied only in limited situations.

Where possible, this protocol will be retained; however, circumstances exist where variations occur to suit the existing development pattern. The key approach is to number properties so that the Town’s grid pattern remains intact.

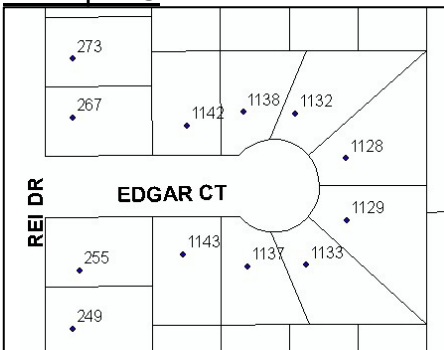
Example A



Example B



Example C





1.2 Street Names

The current inventory of street names in the Town of Midland is maintained in Appendix 2 of this manual. This inventory will be updated and maintained annually for accuracy.

The Town maintains a list of potential street names based on persons of historic importance or those who held political office within the Town for use as new street names. This list (see Appendix 3) was reviewed by staff and the Midland Heritage Committee for accuracy and continues to be a “living” document. Additions or deletions to the Historic Street Name Inventory are further discussed in Section 3.2.2.

Creating and inputting the data into the Geographic Information System (GIS) for new or amended streets will continue to be the responsibility of the Engineering Department. This information is then uploaded to the County of Simcoe and distributed to the required agencies and service providers.

Part 2 – Street Numbering Policy

As described in Section 1, the Town currently employs a strategy for numbering properties, including a grid system for number ranges, even/odd number system, and numbering scale based on unit type. The following policy statements are intended to guide staff in cases where:

- A request to change an existing street number is applied for
- Assigning multiple addresses to a single property
- Assigning street numbers in new development

2.1 Request to Change an Existing Street Number

The following is the municipal approval process to assign an address to an existing neighbourhood, either as a change in address or as new address for an infill lot. Requests for a change in addresses need to be supported by appropriate reasons from the owner and follow the procedure as outlined below. An example would be: readdress due to location of driveway or front door on a corner lot.

2.1.1 Application Procedure

- i. Property Owners must submit an application to the Town of Midland for a Municipal Address Number Change or Request for Second Address to the Planning Department using the appropriate request form (Form 1 in Appendix). Within the application form appropriate reasons must be presented to the Town to support the request for an address change.
- ii. Staff review the application for appropriateness of request and determines if a new address or a second address is advisable.



- iii. Using the Street Number Address Grid, a proposed new address is drafted which is compatible with the “Town of Midland’s Addressing Policy”.
- iv. Once an address has been assigned; the proposed address is circulated to the Building Department, Operations Department, Engineering Department, Fire Department, Planning Department, and appropriate utility providers for review and approval. The circulation of new address is completed within 5 days of receipt of the application. If one of the Departments has a concern with the proposed new or second address a Memo indicating the reasons for the concern must be submitted to the Planning Department. The Planning Department staff will review the concern and either assign a new address or meet with said Department to discuss the issue.
- v. Once the approved application for address change has been circulated through the commenting departments, the Planning Department will notify in writing the Registered Property Owner of the new address and will make the appropriate changes on the County of Simcoe Civic Addressing Manager (CAM). The CAM application will notify the appropriate agencies and service providers of the address change. Property owners are ultimately responsible for ensuring any applicable service providers are aware of the numbering change using documentation provided by the Town.

2.2 Request for Multiple Addresses to Single Property

The following is the municipal approval to assign a second address to a property or to add multiple addresses to a single lot. All separate buildings, excluding Accessory Buildings, should be assigned a unique address; an example is the Smart Centre commercial development on Highway 12 and Jones Road. Independent units within a building can be assigned a unit number and do not require approval from the Town.

2.2.1 Application Procedure

- i. Property Owners submit an application to the Town of Midland for a Municipal Address Number Change or Request for Second Address to the Planning Services Department using the appropriate request form (Form 1 in Appendix). Within the application form, appropriate reasons must be presented to the Town to support the request for an address change.
- ii. Staff review the application for appropriateness of request and determines that if a new address or a second address is advisable.
- iii. Using the Street Number Address Grid, a proposed new address or proposed second address is drafted which is compatible with this manual.



- iv. Once an address has been assigned; the proposed address is circulated to the Building Department, Engineering Department, Operations Department, Fire Department, Planning Department, Canada Post, and appropriate utility providers for review and approval. The circulation of new address is completed within 5 days of receipt of the application. If one of the Departments has a concern with the proposed new or second address, a Memo indicating the reasons for the concern must be submitted to the Planning Department. Planning Department staff will review the concern and either assign a new address or meet with said department to discuss the issue.
- v. Once the approved application for address change has been circulated through the commenting departments, the Registered Property Owner of the new address will be notified in writing. The Town will make the appropriate changes on the County of Simcoe Civic Addressing Manager (CAM) to reflect the changes. The CAM application will notify the appropriate agencies and service providers of the multiple addresses following receipt of notification from the Town of Midland. Despite this, property owners are responsible for ensuring any applicable service providers are aware of the numbering change using documentation provided by the Town.

2.3 Assigning Street Numbers in New Development

Assigning street numbers for new developments (both commercial and residential) is the most common type of addressing that will occur. For residential developments that occur through infill (consent) or redevelopment, the procedures described under Section 2.1 and/or 2.2 should be followed. Addressing for new development should be given “Draft Street Numbers” when an agreement (Site Plan Agreement or Subdivision Agreement) is registered on the property. In some cases, revisions will take place in the design after this stage of development, but typically the changes are minor and modifications to addressing can take place without assigning new addresses for the development. Similarly, assigning street numbers in new subdivisions should occur in combination with approval of street names (described in detail in Section 3). The following is the procedure for assigning new street numbers to new developments:

2.3.1 Assignment Procedure

- i. Staff draft street numbers for new developments once a development agreement (e.g. site plan or subdivision) is registered.
- ii. Using the Street Number Address Grid, the proposed addresses are drafted which are compatible with this manual.
- iii. Once the addresses have been assigned; the proposed addresses are circulated to the Technical Review Committee for comment. If concerns are raised at the Technical Review Committee, staff, under direction from Manager of Planning, will review the concern and either



assign a new address or meet with said department to discuss the issue.

- iv. Once the approved application for address change has been circulated through the commenting departments, the Town will notify, in writing, the Registered Property Owner of the new address and will make the appropriate changes on the County of Simcoe Civic Addressing Manager (CAM). The CAM application will notify the appropriate agencies and service providers of the second address a week of receiving notification from the Town of Midland.

Part 3 – Street Naming Policy

This section of the manual is intended to guide the naming of new streets or the renaming of streets.

3.1 Assigning Street Name Suffixes

Street name suffixes shall be assigned as follows:

“Avenue” – shall mean a street which runs in the East and West direction (as in Hugel Avenue) and is longer than three hundred and five metres in length.

“Boulevard” – shall mean a wide street, usually having a median or promenade and lined with trees.

“Court” – shall mean a permanently closed street such as a cu-de-sac which is less than three hundred and five metres in length.

“Crescent” – shall mean a crescent shaped street which begins and circles back to terminate on the same street.

“Drive” – shall mean a winding thoroughfare which continues through to other roads and is longer than three hundred and five metres.

“Lane” – shall mean a private right of way that is less than three hundred and five metres in length.

“Parkway” – shall mean an unusually wide thoroughfare in residential neighbourhoods divided by a landscaped centre island.

“Place” – shall mean a permanently dead ended street which is less than 60.0 meters in length.

“Road” – shall mean a thoroughfare that is frequently used, has heavy traffic volumes and runs in any direction for more than three hundred and five metres.

“Street” – shall mean a street which runs in a North and South direction (such as King Street) and is more than three hundred and five metres in length.



“Trail” – shall mean a private right of way that is more than three hundred and five metres in length.

“Way” – shall mean a narrow street with seven metres or less in width of hard surface.

3.2 Street Names

The Planning Department shall compile and process all proposed street names for suitability, appropriateness and conformity to the street naming policy of the Town. No street name shall be used unless approved as per the process described herein. The Planning Department may refuse to use a proposed street name if it is known to conflict with existing street names at either the local or regional (north Simcoe) scale. Street names that are refused by the Planning Department will not proceed to Council for approval.

3.2.1 Street Name Inventory

The Planning Department shall maintain a Street Name Inventory and all records related thereto. The Street Name Inventory shall include a list of all existing street names as well as a list of common and Historic Street Names reserved for future use. Names shall be added to the Street Name Inventory as per the process described in Section 3.2.2 below. All names proposed to be added to the inventory shall be reviewed for appropriateness as per the general street name policies outlined in this manual. Street names must be added to the Street Name Inventory, as per the process described below, prior to being used for street naming.

3.2.2 Additions to Street Name Inventory

- i. The Planning Department receives an application¹ to add a name or names to the Street Name Inventory. Applicants are required to indicate whether the name proposed to be added to the Street Name Inventory is to be used to as per the street name assignment policies of this manual or if it is to be used to replace an existing street name or assign a name to a recently constructed new street. Council may, at any time, direct staff to add a name to the Street Name Inventory via motion.
- ii. Names proposed to be added are checked against the Street Name Inventory and for similarities or duplicates to other street names in North Simcoe.
- iii. The draft street name is provided to the Heritage Committee for review. If the name is not acceptable to the Heritage Committee the name may be refused. If the name is accepted by the Heritage Committee, the Heritage Committee shall pass a motion

¹ See Appendix 5 for application form to add a name to the *Street Name Inventory*.



recommending the proposed Street Name be added to the Street Name Inventory.

- iv. Staff add the proposed street name(s) to the Street Name Inventory following Council's approval of the Heritage Committee's motion recommending same.
- v. Street names added to the inventory for the purpose of replacing an existing street name or naming a new street shall be assigned as per the policies of Section 4.2.2 of this manual.

3.2.3 Street Name Assignment

Streets shall only be assigned names from the Street Name Inventory. A specific street name(s) can be assigned to particular street, but only upon request, or as directed by Council, and only if the name is on the Street Name Inventory. If a name is not on the Street Name Inventory, it must be added to same following the process outlined in Section 3.3 of this manual. Only once a street name has been added to the inventory can it be assigned.

3.2.4 Street Name Assignment Process

When assigning a street name, or street names, from the *Street Name Inventory*, the name(s) shall be assigned by as per the process described in this section and in accordance with Appendix 3:

- i. When only one name is needed for a proposed development, this name should be selected from Group A of Appendix 4.
- ii. When two or more names are needed for a proposed development, one name is to be chosen from each of the three Groups in Appendix 3, beginning with Group A. Once a name is chosen from Group A, a name should then be chosen from Group B, followed by a name from Group C. If further names are needed, the process is to start again with a name being chosen first from Group A, followed by Group B and lastly Group C until the number of names needed has been fulfilled.
- iii. Once a name is chosen from Appendix 3 to be assigned to a street, it will be moved to Appendix 2.
- iv. A Public Notice shall be posted on the Town's website to advise members of the public of the name(s) proposed to be assigned to an already named street(s)/when a street name change is proposed. The Public Notice shall be provided, in writing, to all Registered Owners of lots fronting onto the street(s) subject to the proposed street name change. Registered Owners and members of the public may provide comment, if any, on the proposed street name assignment within 14 Days of the Notice being issued. A Public Notice is not required when assigning a name to a new/unnamed street.



- v. Following the conclusion of the 14 Day comment period, if applicable, staff shall advise Council, via memo, of the name(s) proposed to be assigned to an already named street. The memo shall also indicate if the street name(s) being assigned as per standard procedure or if the assignment is upon special request. Further, the memo shall advise Council of any comments received on the proposed street name assignment.
- vi. Following Council's receipt of the memo outlining the names proposed to be assigned to a street(s), staff will issue a Notice, in writing, to the Registered Property Owner(s) regarding same. Staff will then make the appropriate changes on the County of Simcoe Civic Addressing Manager (CAM). The CAM application will notify the appropriate agencies and service providers of the change following receipt of notification from the Town of Midland. Despite this, property owners are responsible for ensuring any applicable service providers are aware of the street name change/assignment using documentation provided by the Town. Staff in the Engineering Department will make the necessary changes to the GIS data for the Single Line Road Network, including address ranges that are submitted to the County of Simcoe.

3.2.5 Use of Specific Names

- i. *Upon Council Direction:*

Council may, at any time, direct that a specific name from the Street Name Inventory be assigned to a street, regardless of if the street is new and unnamed or existing and named.

- ii. *Upon Request:*

Members of the public may submit an application² to assign a specific name(s) from the *Street Name Inventory* to an existing and named street or newly constructed and unnamed street. Requests for the use of specific names from the *Street Name Inventory* are not subject to steps 1-2 of Section 3.2.4. No more than 50% of all streets in a new development consisting of four (4) or more streets are eligible to be assigned a specific name; the remaining 50% of streets are to be assigned a street name as per Section 3.2.4 of this manual, unless otherwise directed by Council.

3.3 General Policies: Street Name Selection and Assignment

In addition to the policies contained above, other protocols have been developed to promote the orderly naming of streets. When naming a street, the following should also be adhered to:

² See Appendix 5 for the appropriate application form.



- i. Names should be easily pronounced, recognized, and use conventional spelling to avoid difficulties in emergency situations. Street names should be spelled the way they are pronounced.
- ii. Names should generally not exceed 10 characters in length (not including suffix), to help ensure that the names meet the standard street signage of the Town.
- iii. Assign two different names to a street broken by an intervening land use or land form (i.e. railway or wetland).
- iv. Names to avoid:
 - a. Those construed as advertising a particular business.
 - b. Cumbersome, corrupted, modified names, discriminatory, or derogatory names from the point of view of race, colour, creed, sex, political affiliation, or other social factors.
 - c. Names with sexual overtones, inappropriate humour, parody, slang, or double meaning.
 - d. Names that have a secondary negative or offensive connotation.
 - e. Names spelled differently but sound alike (i.e. Dina Crescent and Deena Crescent).
 - f. Use of complex words.
 - g. Two word names or names with hyphens, apostrophes, or dashes are generally discouraged unless chosen from the Historical Street Name Inventory.
 - h. Duplicate names even if they have different suffixes (i.e. Griffin Street vs. Griffin Court).

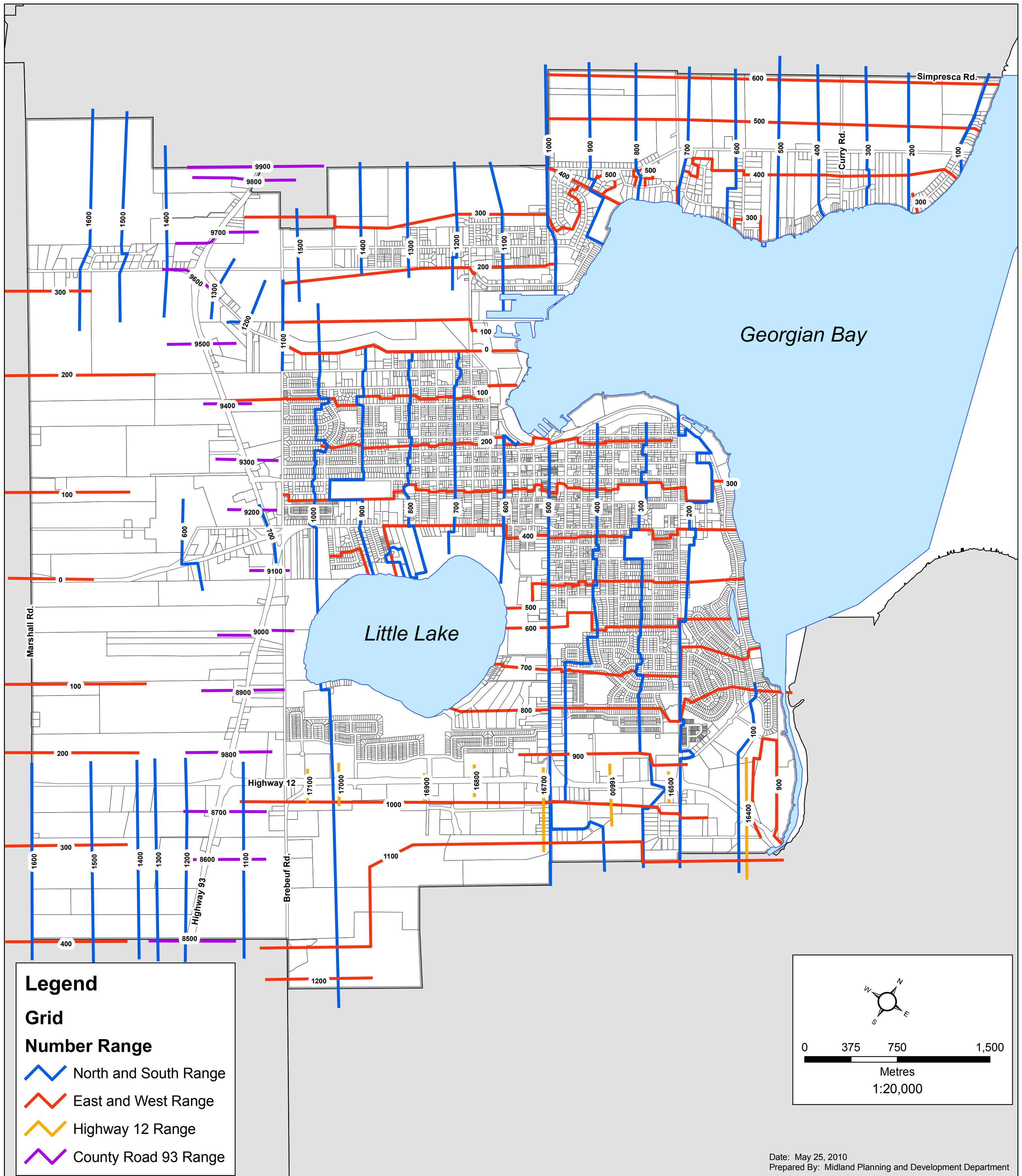
Part 4 – Conclusion

It is important to maintain a consistent approach for assigning street names and numbers. As the Town is the authority for assigning both street names and street numbers it is important to have guidelines to assist in the naming of streets and numbering of properties. This manual sets out the procedures and policy for municipal addressing in the Town of Midland and includes mapping and application forms for assigning addresses. This approach will assist and guide the future Municipal Addressing Program in the Town and ensure that a uniform standard will be applied in all circumstances.



Appendix 1

Street Number Address Grid



Appendix 2

Existing Street Name Inventory
ABERDEEN BOULEVARD
ALBERT STREET
ALGONQUIN DRIVE
ALLISON LANE
BALM BEACH ROAD EAST
BARNETT AVENUE
BARRIE LANE
BASS DRIVE
BAY STREET
BAYFIELD AVENUE
BAYPORT BOULEVARD
BAYSHORE DRIVE
BAYVIEW DRIVE
BEAMISH ROAD
BEAUCHAMP COURT
BERTS ROAD
BIRCHDALE STREET
BIRCHWOOD DRIVE
BORDEN STREET
BORSA LANE
BOURGEOIS LANE
BOWMAN LANE
BRANDON STREET
BRAY COURT
BREBEUF ROAD
BRUNELLE SIDEROAD
CASTLE ROAD
CATFISH DRIVE
CAVANA STREET
CEDAR STREET
CENTENNIAL DRIVE
CHAIN GATE DRIVE
CHARLES STREET
CHATTEN COURT
CHRISTINE DRIVE
CHURCH LANE
COLBORNE STREET
COLLEGE STREET

CONACHER DRIVE
COOK DRIVE
CORAL SPRINGS LANE
CORNELL DRIVE
COUNTY ROAD 93
CRAIGHEAD LANE
CRANSTON CRESCENT
CURRY ROAD
CYNTHIA COURT
DANIELLE CRESCENT
DAVENPORT STREET
DINA CRESCENT
DISCOVERY TRAIL
DOMINION AVENUE
DONALDA STREET
DRUMMOND DRIVE
EASY STREET
EDGAR COURT
EDGEHILL DRIVE
EDMOND STREET
EDWARDS LANE
EIGHTH STREET
ELEVENTH STREET
ELIZABETH STREET
ELLEN STREET
ERINS DRIVE
ESTATE COURT
EVERTON ROAD
FIFTH STREET
FIRST STREET
FITTON STREET
FOREST HILL COURT
FOURTH STREET
FRANK STREET
FRANKE KINDRED ROAD
FRAZER DRIVE
FREDERICK STREET
FRENCH LANE
FRONTENAC AVENUE
FULLER AVENUE
GALLOWAY BOULEVARD
GAWLEY DRIVE
GEORGE STREET
GERVAIS STREET

GIANETTO DRIVE
GLEN BOGIE CRESCENT
GLEN EAGLES CRESCENT
GLEN MHOR CRESCENT
GLENBROOK DRIVE
GLOUCESTER STREET
GOLF LINK ROAD
GRIFFIN COURT
HALLEN PLACE
HAMELIN LANE
HANLY STREET
HANNAH STREET
HANSON ROAD
HARBOURVIEW DRIVE
HARMONY LANE
HARTMAN DRIVE
HARVEY AVENUE
HIGHWAY 12
HIGHWAY 93
HILLCREST LANE
HORRELL AVENUE
HOWARD STREET
HUDSON CRESCENT
HUGEL AVENUE
INGRAM CRESCENT
IRWIN STREET
ISLANDVIEW LANE
JANE BOULEVARD
JEANNE STREET
JOHN STREET
JOHNSON STREET
JONES ROAD
JORDELI LANE
JULIA CRESCENT
KAREN DRIVE
KELLER DRIVE
KING STREET
KIRK DRIVE
LAKESHORE ROAD
LAKEWOOD DRIVE
LANIGAN DRIVE
LEITZ ROAD
LEN SELF BOULEVARD
LES BARBER BOULEVARD

LESCAUT ROAD
LINDSAY STREET
LITTLE LAKE PARK ROAD
LLEWELLYN DRIVE
LUCKPORT CRESCENT
LUDLOW STREET
MACARTNEY STREET
MacDONALD ROAD
MANLY STREET
MAPLE LANE
MAPLEDAWN DRIVE
MARCELLUS DRIVE
MARGARET STREET
MARINA PARK AVENUE
MARSHALL ROAD
MASSEY ROAD
MAXWELL AVENUE
MCCULLOUGH LANE
MCMURTRY ROAD
MIDLAND AVENUE
MIDLAND POINT ROAD
MILDRED STREET
MINNOW DRIVE
MONTREAL STREET
MORNINGVIEW LANE
MUNDYS BAY ROAD
MURRAY ROAD
NELSON STREET
NINTH STREET
NORENE STREET
NORMAN CRESCENT
NORTHLAND DRIVE
OAKLEY WAY
OAKMOUNT COURT
O'HARE LANE
OLIVE STREET
ONTARIO STREET
OTTAWA STREET
OTTER CRESCENT
PAR FOUR DRIVE
PARK AVENUE
PARKVIEW COURT
PENETANGUISHENE ROAD
PERCH DRIVE

PHEASANT LANE
PILLSBURY DRIVE
PLAYFAIR ROAD
PORTAGE PARK LANE
PRATT AVENUE
PRESTON LANE
PRINCESS STREET
PROSPECT BOULEVARD
PUDDICOMBE ROAD
QUEBEC STREET
QUEEN STREET
RANGLES CRESCENT
REI DRIVE
REID COURT
REYNOLDS LANE
RIVERWALK PLACE
ROBERT STREET
ROBINS LANE
ROSE CRESCENT
ROSLYN COURT
RUBY STREET
RUSS HOWARD DRIVE
RUSSELL STREET
RYANS ROAD
SAINT ANDREWS DRIVE
SAMANTHA LANE
SARAH BOULEVARD
SARAH BURKE WAY
SCOTT STREET
SECOND STREET
SEVENTH STREET
SHERIDAN STREET
SHEWFELT CRESCENT
SIMCOE BOULEVARD
SIMPRESKA ROAD
SIXTH STREET
SMITHS CAMP ROAD
SNAKE ISLAND
SOUTHWINDS CRESCENT
STAN'S CIRCLE
STOLLAR PLACE
SUMAC LANE
SUNDOWNER ROAD
SUNNYSIDE DRIVE

TAYLOR DRIVE
THE ANGELA SCHMIDT FOSTER ROAD
THIRD STREET
THOMPSON STREET
TIFFIN BAY COURT
TRAILWOOD LANE
VIC'S ROAD
VICTORIA STREET
VILLA DRIVE
VINDIN STREET
WATSON PLACE
WAWINET STREET
WAYNE CRESCENT
WELDON STREET
WELLINGTON STREET
WHITFIELD CRESCENT
WHITNEY CRESCENT
WILLIAM STREET
WILLOWBROOK COURT
WILSON PARKWAY
WOODLAND DRIVE
WRIGHT DRIVE
WYE VALLEY ROAD
YONGE STREET

Appendix 3
Historical Street Name Inventory

Group A- Names of Local Soldiers of the World Wars
Group B- Names of Significant Women in Midland's History
Group C- Names of Significance to the Town

Strikethrough names indicate the name has been assigned

Category	Name	Rationale for Inclusion	Location Assigned
Group A	Adamson, Russell Kenneth	WWII Soldier	
	Anderson, Leonard Edward	WWII Soldier	
	Arnold, Percy Alexander	WWI Soldier	
	Bailey, Arthur Henry	WWI Soldier	
	Ball, Dalton	WWI Soldier	
	Barnhardt, James Nelson	WWI Soldier	
	Beteau, Howard Gerald	WWII Soldier	
	Bolan, Michael McCarthy	WWII Soldier	
	Bowman, Lloyd Douglas	Decorated WWII Soldier	
	Bowman, Ormand Robert	WWI Soldier	
	Butineau, N.E	Decorated WWII Veteran	
	Chalmers, James Redfearn	WWII Soldier	
	Chatten, Clement William	WWI Soldier	Bayport Village
	Chretien, Arthur	WWII Soldier	
	Cohen, Arthur Henry	Decorated WWI Soldier	
	Coleman, W.	WWII Soldier	
	Courriere, Robert Lawrence	WWII Soldier	
	Cowdy	WWII Veteran, first to settle on VLA lands	
	Demorest, Howard Alexander	WWI Soldier	
	Dempsey, Graydon Elgin	WWII Soldier	
	Dick, James	WWI Soldier	
	Dion, Raymond Bernard	WWI Soldier	
	Downer, William Watson	Decorated WWII Soldier	
	Drolet, Roy	WWI Soldier	
	Drummond, Kevin Stewart	Decorated WWI Soldier	Bayport Village
	Dunbar, Bertie Mitchell	WWI Soldier	
	Dunkelman, George Amos	WWII Soldier	
	Dusome, Gilbert Joseph	WWI Soldier	
	Ellery, Henry Milton	WWI Soldier	
	Elliott, Alan Rowat	WWII Soldier	
	Emerson, Harry	WWII Soldier	
	Evans, Ivan Thomas Hugh	WWII Soldier	
	Fee, William Reginald	WWII Soldier	
	Fowlie, Robert Grant	WWII Soldier	
	French, Oscar	WWI Soldier	
	Garrett, Amos	WWI Soldier	
	Gallagher, John Douglas	WWII Soldier	
	Gardiner, Valdes	WWI Soldier	
	Gendron, Walter Charles	WWI Soldier	
	Grant, Austin Arthur	WWI Soldier	
	Grant, William	WWI Soldier	
	Green, David	WWI Soldier	
	Green, James	Decorated WWI Veteran	
	Hack, Frederick Nelson	WWII Soldier	
	Hammond, George	WWI Soldier	
	Harber, William George David	WWII Soldier	
	Harrison, John McLaren	WWII Soldier	
	Hart, Raymond B.	Decorated WWII Veteran	
	Haughton, Earl Girdwood	WWI Soldier	
	Healey, Charles Augustus	WWI Soldier	
	Hogben, Donald Lorne	WWII Soldier	

Category	Name	Rationale for Inclusion	Location Assigned
Group A	Holmes, Richard Charles	WWII Soldier	
	Holmwood, Frank Cecil	WWI Soldier	
	Hopkins, Donald Bruce	WWII Soldier	
	Hubert, Frank	WWI Soldier	
	Jelifo, Joe	WWI Soldier	
	Jondrow, William	WWI Soldier	
	Jory, William Edward	WWII Soldier	
	Kline, Harry	Decorated WWII Veteran	
	Lamb, Leeming Cameron	WWII Soldier	
	Landrigan, Frederick	WWII Soldier	
	Lapp, Joseph William	WWII Soldier	
	Latanville, William T. B.	WWII Soldier	
	Lesperance, Leonard Joseph	Decorated WWII Soldier	
	Maines, James	WWI Soldier	
	Martin, Stephen	WWII Soldier	
	May, Charles	WWI Soldier	
	May, George Edward	WWII Soldier	
	May, Jack	Decorated WWII Veteran	
	McArthur, Hugh Joseph	WWII Soldier	
	McEachern, John W. H.	WWII Soldier	
	McMillan, Clarence Roy	WWI Soldier	
	Melville	Three brothers deceased in WWI	
	Miller, James Clayton	WWII Soldier	
	Milliken, Evan St. Elmo	WWI Soldier	
	Mohan, James Werin	WWII Soldier	
	Monteith, John Archibald	WWII Soldier	
	Montgomery, Joseph Charles	WWI Soldier	
	Morreau, Ambrose	WWI Soldier	
	Murray, George	WWII Soldier	
	Murray, James Gordie	WWI Soldier	
	Nash, George Edward	WWI Soldier	
	Neylan, Angelo	WWI Soldier	
	Norton, Cory Arthur	WWI Soldier	
	Oakley, Raymond Joseph	WWII Soldier	Bayport Village
	Pattendon, J.T	Decorated WWII Veteran	
	Paul, Harry	WWI Soldier	
	Plumbtree, Wesley G.	WWII Soldier	
	Potvin, James Edward	WWI Soldier	
	Reynolds, Darcy	WWI Soldier	Bayport Village
	Reynolds, Frederick	WWI Soldier	
	Reynolds, George	WWI Soldier	
	Robertshaw, Hugh Wellington	WWII Soldier	
	Rowe, John Joseph	Decorated WWII Veteran	
	Sanders, George	WWI Soldier	
	Shapcott, Roy Abraham	WWI Soldier	
	Shaubel, Robert Jay	WWII Soldier	
	Shaw, Clive	WWI Soldier	
	Skeldon, Horace	WWI Soldier	
	Smith, Frederick Norman	WWI Soldier	
	Smith, Joseph Stephen	WWI Soldier	
	Smith, Marshall	WWI Soldier	
	Smith, Raymond Warren	WWII Soldier	
	Stephens, Richard Elgin	WWI Soldier	
	Sterrett, Albert Walter	WWI Soldier	
	Strathearn, Walter Eugene	WWI Soldier	
	Sturmey, Thomas	WWI Soldier	
	Swinson, Ken	Decorated WWII Veteran	
	Thomas, W.H	WWI Soldier	
	Thompson, Fred	WWI Soldier	Seasons on Little Lake

Category	Name	Rationale for Inclusion	Location Assigned
Group A	Towers, William Edwards	WWI Soldier	
	Vincent, Norman Edward	WWI Soldier	
	Wallace, Hugh Alexander	WWII Soldier	
	Waltenbury, Jack Oliver	WWII Soldier	
	Wiles, Kenneth William	WWII Soldier	
	Wiles	Three deceased family members from WWII	
	Wright, Roland	WWI Soldier	The Grove
	Yarrow, Justus Reginald	WWI Soldier	
Group B	Baker, Emma	Head Nurse at St. Andrew's Hospital for 30 years.	
	Bowman, Betty	Promoted to lance- corporal in the C.W.A.C	
	Dobson, Nellie (Stephens)	The wife of Ganton Dobson	
	Edwards, Gladys	Co-owner of Edwards Specialty Shop	
	Gianetto, Madeline	Widowed in 1923.Opened a small store in Sunnyside home.	
	Girard, Ann (Humphries)	Night supervisor at St. Andrews Hospital for over 25 years.	
	Gladstane, Mary	Wife of the town's first postmaster, Thomas Gladstane.	
	Hood, Ethel	School nurse in the 1920s.	
	Howard, Vivian (Parker)	Established Parker's Newsstand.	
	Jeffery, Amelia	Fiancé of Samuel Frazer	
	McQuay, Bertha (Clark)	Nurse. "Fired" at age 80. Died in 1978 at age 94.	
	Murphy, Margaret (Robinson)	Wife of Richard Murphy, third person to settle within town limits	
	Playfair, Charlotte	Wife of James Playfair.	
	Smith, Hilda	Taught German immigrant workers of Ernst Leitz Ltd to speak English in the '50s.	
	Stewart, Emily	The teacher at the first school in Midland on the corner of Elizabeth and Second.	
	Switzer, Rita	Head telegrapher at the Canadian Pacific Telegraph office for many years.	
	Wagg, Ethel	The first female principal in Midland for 39 years.	
	Watson, Gladys	Co-owner of Watson's Camera Shop.	
	Wilkinson, Mae	Contributed much time and effort to raise funds for the war effort during the	
	Chadwick, Julia	Canadian Women's Army Corps	
	Cruise, Grace		
	Dagg, Laura Ellen		
	Duncan, Helen		
	Irvine, Edna		
	LeClair, Florence		
	Nicholson, Lorraine		
	Richardson, Betty		
	Rutherford, Joyce		
	Wagar, Aleda		
	Yorke, Cherrie		
	Adams, Jean	Women's Royal Canadian Navy Service	
	Caughey, Mary		
	Hornsby, Wilma		
	Hudson, Helen		Bayport Village
	Hudson, Phyllis		
	Jeffery, Joan		
	Mohan, Anna Dora		
	Smith, M.I		
	Tatham, Betty		
	Turner, Kay		
	Adams, Betty	Royal Canadian Air Force Women's Division	
	Gilbert, Ruth		
	Sturmey, Betty		
	Benson, Donna	Red Cross	
	Smallwood, Eileen		
	Heglund, Patricia	Nursing Sisters	
	Hanna, Caroline		
	Isobel Kee		
	McLaughlin, Maudie		
	Shaw, Thelma		

Category	Name	Rationale for Inclusion	Location Assigned
Group B	Taylor, Mary		
	Tushingham, Ethel		

Group C	Aberdare	First name of village assigned by Post Master	
	Armstrong	Early Provincial Land Surveyor and dairy owners	
	Bald	Early Midland photographer	
	Bates	Police Chief	
	Bath, Fred & Tom	Owned contracting business that built the American and Queen's Hotels.	
	Bazett	Early Ontario Land Surveyor	
	Bennett	Mayor 1886	
	Benson, John	James Playfair's office manager	
	Benson, W.H.	Reeve of Midland 1937-38	
	Blackhurst	Grace logged over 20,000 hours of volunteer service across numerous organizations including Georgian Bay General Hospital and the Cancer Society. 2006 recipient of the Midland Senior of the Year award. Miles was a former member of Council with extensive community service including with the Midland Parks Board, Harbour Board, and MPUC. 2012 recipient of the Queen Elizabeth Diamond Jubilee Medal.	
	Boyd	Mayor 1974	
	Broderick, David	An active citizen in municipal and church matters	
	Brodeur	Sports Hall of Fame Inductee and NHL Player	
	Brown	Reeve 1927	
	Bruneauville	Settlement on Wye River now in Midland	
	Bugg	Mayor 1925	
	Buller, John	Conductor brought the first train to Midland	
	Burnet	Early Provincial Land Surveyor	
	Burton	Original name of bowling alley building	
	Cameron	Owner of early sawmill	
	Carr, Joseph	An early veterinarian.	
	Carson, T.J	Captain of S.S Collingwood that rescued most of the S.S. Arlington crew.	
	Chew George, Thomas & Manley	Sawmill owners	
	Clark, Arthur	Arthur Clark was the long-time engineer of the Playfair Mill	
	Conacher	Sports Hall of Fame Inductee and NHL Player	Seasons on Little Lake
	Copeland	Owner of flour mill and feed warehouse	
	Courtemanche, Nelson	Pioneer family. Built what became the Gris� Block for his framestore.	
	Craig	Mayor 1910	
	Davis	Early school teacher and WWI veteran	
	Dickinson	Superintendent at L.L.P - first to lay out and plant the flowers	
	Dobson	Pioneer land owner	
	Dollar, Robert, John & James	Owned a lumberyard. East Midland known as "Dollar Town".	
	Dudley	Mayor 1921	
	Duncan	Mayor 1922	
	English, Edward H.	Owned a blacksmith shop on King. Made skates from discarded saws.	
	Ellison, Harvey	Local builder, businessman and politician - built the Shamrock Hotel	
	Farrell	Jesuit Priest Martyrs' Shrine	
	Finlayson	Mayor 1906	
	Fowlie, A.H.	Owned an early drug store on the east side of King St.	
	Gardner, Chris	Magician- "Midland's Mystic Marvel".	
	Gladstane	First postmaster and early merchant	
	Gooden	Mayor 1927	
	Goodfellow Brothers	Purchased the Midland Free Press in 1898	
	Graham, Frank	2011 receipt of the Midland Citizen of the Year and Legionnaire of the Year, 2004 Inductee to the Midland Sports Hall of Fame (Trainer, Midland Indians), 2002 recipient of the Golden Jubilee Medal, former President and longtime member of the Royal Canadian Legion - Midland Branch, 1996 recipient of the Meritorious Service Award from the Royal Canadian Legion, and WWII Veteran who served in the Royal Canadian Artillery (gunner).	
	Gris�	Brothers, owned furniture business on King Street.	
	Hartley, Thomas	Early settler. Midland once known as "Hartley's Landing"	

Category	Name	Rationale for Inclusion	Location Assigned
Group C	Hewis	Early hotel at south west corner of King and Bay Streets	
	Hood, David Dr.	Veterinarian for over 30 years, dying in 1933.	
	Hudson, Archibald & D'Alton	Owned and operated Northwest Transportation (later Northwest Steamships).	
	Ing, Sam	The proprietor of the Grand Café (est. 1907).	
	Jackell	Reeve 1899	
	Jamieson, John	A builder- assisted with construction of the American and Queen's Hotels	
	Jeffery	Mayor 1901	
	Johnstone, John	Constructed the first Methodist Church on Midland Ave.	
	Jury	Rebuilt Fort. Ste. Marie	
	Kelman, J.L.	Town treasurer for 10 years. Owner of an early hardware store on King Street	
	Kettle, Horace	Opened a grocery store on the corner of Bay and William Street with wife.	
	Kidd	Undertook first excavations at Fort Ste. Marie	
	Lalemant	Jesuit Priest and Martyr	
	Leatherdale, Mel	Mel Leatherdale was a chief engineer on ships.	
	Lethbridge	First train conductor	
	Letherby	Lumber Yard/Mill owner, Mayor 1908	
	Leymoyne	Largest steamship built on the Great Lakes - Built in Midland	
	Luke, J.H.	Principal of Midland Central Public School. Volunteered at war factory in '44	
	Lynn	Mayor 1978	
	Macdonnell, Michael	Took up land at junction of King Street and Hwy 12 in Midland.	
	Mackie	Mayor 1927	
	McClinchy, William	Foreman for Playfair and was Harbour Master for several years.	
	McCormick, Richard	Owned "McCormick's Corners" at the south end of Midland	
	McCoy, D.	An early businessman, established a general store on King Street	
	McCullough, Mulford	Early businessman, owned a cartage and dairy store.	
	McDougall	Ran a livery stable business on Florence Street, just off King St.	
	McDowell	Mayor 1919	
	McFarland	Mayor 1881	
	McFarlane, John	A pioneer of Midland, arriving in 1875. A foreman of the Midland railway.	
	McGill	Doctor who petitioned for sanitary sewers	
	McKinley	Mayor 1935	
	McLeod	Building next to Ingram Block	
	McMullen, John	A pioneer contractor	
	McWaters	Reeve 1911	
	Milligan	Mayor 1898	
	Morden, George Hardy	Established Morden Transit. "Grandfather of Canada Steamship Lines".	
	Morrow	Pioneer businessman	
	Mundy	Early settler, village first named after	
	Munro	Owner of early planing mill	
	Murphy, Richard	One of the original settlers of Midland.	
	Nesbitt, Robert G.	Early school teacher and principal of Manley Street School for 30 years.	
	Nicholson	Ontario Land Surveyor	
	Noquet	Sports Hall of Fame Inductee and sports writer	
	O'Dale	Ontario Land Surveyor	
	Ogilvie	Maiden name of James Playfair's wife	
	O'Hare	Owner of wool mill	Bayport Village
	Orser	Sports Hall of Fame Inductee, figure skater	
	Osborne	Early historian and opera house owner	
	Parker	Mayor 1951	
	Perrin	Land owners in downtown	
	Roach	Mayor 1895	
	Robinson	Mayor 1945	
	Robitaille	Sports Hall of Fame Inductee and NHL Player	
	Roebuck	Mayor 1929	
	Rubridge	Ontario Land Surveyor	
	Semple	Original name of Little Lake	
	Simcoe	Reference to Simcoe Elevators (now at Bay Port)	
	Spooner	Early pioneer family	

Category	Name	Rationale for Inclusion	Location Assigned
Group C	Stevenson	Mayor 1959	
	Strathearn	Watch inspector for Grand Truck Railway and jeweler	
	Switzer	Clerk 1881	
	Symons	Mayor 1989	
	Tecumseth	War of 1812 warship	
	Tippin	Fire Chief - Arnold Tippin	
	Toole	Reeve 1919	
	Trueman	Clerk 1896	
	Wainman	Police Chief	
	Wallace	Owner of brick kiln and yard	
	Waubic	One of the first tour ships to operate from Midland	
	Webb	Reeve 1925	
	Weston	Clerk 1910	
	White	Mayor 1904	
	Yates	Brothers established commercial fishing business	

Appendix 4



TOWN OF MIDLAND MUNICIPAL ADDRESS CHANGE REQUEST

☐ REQUEST FOR ADDRESS CHANGE ☐ REQUEST FOR MULTIPLE ADDRESSES

1. CURRENT INFORMATION:

Property Owner Name: _____

Mailing Address: _____

Current Property Address: _____

Phone Number: _____

Email Address: _____

2. REASON FOR REQUEST

Outline the reasons for the request below:

3. APPLICANT SIGNATURE

Signature

Date

OFFICE USE ONLY

Date Received: _____

Roll Number: 4374 - - - 0000

New Civic Address(s): _____

Municipal Department Approval

Building ☐ Yes ☐ No Name: _____ Date: _____

Operations ☐ Yes ☐ No Name: _____ Date: _____

Engineering ☐ Yes ☐ No Name: _____ Date: _____

Planning ☐ Yes ☐ No Name: _____ Date: _____

Fire ☐ Yes ☐ No Name: _____ Date: _____

Final Approval

Name: _____

Signature

Date

Within 5 days of approval of a change of address the information will be sent to the appropriate agencies and service providers.



TOWN OF MIDLAND STREET NAME REQUEST FORM

- ☐ **Add to Street Name Inventory for Future Use**
Complete Sections 1, 2, 3, 4 and 8
- ☐ **Add to Street Name Inventory and Assign to a New Street**
Complete Sections 1, 2, 3, 4, 5 and 8
- ☐ **Add to Street Name Inventory and Replace an Existing Street Name**
Complete Sections 1, 2, 3, 4, 6 and 8
- ☐ **Use Existing Name from the Street Name Inventory and Assign to a new or Existing Street**
Complete Sections 1, 7 and 8

1. Applicant Contact Information:

Name: _____

Address: _____

City: _____ Postal Code: _____

Phone Number: _____

Email Address: _____

2. Requested Street Name

Identify the street name are you requesting to be added to the Town's Street Name Inventory:

Identify which category the requested name meets the requirements of:

- ☐ Group A: Names of Local Soldiers
- ☐ Group B: Names of Significant Women in Midland's History
- ☐ Group C: Names of Significance to the Town

3. Reasons for Consideration

Please provide a summary outlining the reasons why the request should be considered, including how the requested street name meets the criteria for the category identified above. The more information that is provided will better assist the Heritage Committee in making a decision on the request. If more space is required, please attach a separate sheet.

4. Supporting Documentation

Please use the *Upload Supporting Documentation* option within the submission to attach supporting information, such as:

- historical records
- newspaper excerpts
- photographs
- date of birth/birth certificate
- date of death/death certificate
- names of parents
- profession
- medals, awards, certificates

5. Assign to a New Street

Identify which street, either in writing or by attaching a location map, which street is requested to be assigned the name identified in Section 2:

6. Replace an Existing Street Name

Identify which street, either in writing or by attaching a location map, which street is to be replaced by the name identified in Section 2:

7. Assign a Name to a New or Existing Street

Identify which street name is being requested to be used:

Identify which street, either in writing or by attaching a location map, is requested to be assigned the name identified above:

8. Applicant Signature

I understand that submitting this request does not constitute an approval and that the request will be evaluated based on the information contained within this form and any supporting documents provided.

Signature of Applicant

Date