

Date: January 4, 2021

Report To: Planning & Development Executive Committee

From: Cody Vangel, Chief Building Official & Municipal Planner

Re: Amending Road Names – Fort Frances

---

The Planning and Development Executive Committee will recall that administration has been tasked with the following regarding the changing of road names within the Town of Fort Frances:

- Develop a road naming/renaming policy
- Develop consultation and educational information for distribution with the first 2021 tax bill
- Research and estimate operational costs associated
- Research process involved with local service providers in the event of road name changes

### **Policy**

Administration has prepared a draft policy for review by the Committee prior to finalizing. It should be made aware that the proposed policy is a general approach to all street naming/renaming proposals and does not include specific direction towards the Colonization Road matter. The draft policy has been attached with this report and the following notes are added for consideration:

- Proposals initiated by the Town will require a resolution by Council indicating the intent to consider to name, or rename a street, or assign a ceremonial name to a Street in lieu of submitting an application.
- A public meeting is not a statutory requirement, though has been included within this policy.
- Section 47 of the Municipal Act (now repealed) previously required a municipality to provide public notice of its intention to pass a by-law naming a highway or changing the name of a highway. Though no longer a statutory requirement, our existing notice by-law references the requirement for giving notice with intent to pass such by-law and is intended to be followed at this time.
- Giving notice of formally passing a by-law to name, or rename a street, or assign a ceremonial name to a Street is not a statutory requirement, though has been included within this policy.
- This policy is written in terms that an applicant would have a proposed street name. It does not have verbiage on conducting a poll or submission of multiple street names.

### **Consultation & Education Information**

A draft consultation/education brochure has been attached with this report for consideration by the Committee. For clarification in this report, this consultation/education piece is directly associated with the Colonization Road matter. The intent will be to include the finalized brochure in the first tax bill of 2021 which is slated to be delivered towards the end of January 2021.

### **Operational Costs**

The research into associated operational costs is still being researched at this time. When this information is compiled, it is recommended that it be utilized to assign an application fee to name, or rename a street, or assign a ceremonial name.

If a road name to be assigned or changed is indicated on a registered plan of subdivision, there may be legal fees associated with regard to registering a by-law in the land registrar's office. This is being researched at this time to determine if applicable.

### **Service Provider Notifications**

Research into the process for notifying various service providers and the various steps involved is still underway.

Simply for the information of the committee, various by-laws have been included for the Town of Fort Frances regarding the following:

- By-Law 48/01: A by-law to rename a portion of Front Street to Central Avenue
- By-Law 61/01: A by-law to assign on a national basis, "La Verendrye Parkway" as a collective name for certain portions of Colonization Road East and Front Street
- By-Law 10/96: A by-law to assume and rename roads within the Town of Fort Frances

At this time administration will continue to research operational costs and the notification process with some service providers. Additionally, with the information provided above, administration is seeking the following:

- Recommendation for approval of the consultation/education brochure to bring forward to Council on January 11, 2021
- Feedback on the proposed policy for revision as necessary

Respectfully submitted



Cody Vangel  
Chief Building Official & Municipal Planner