

Date: December 14, 2020

Report To: Mayor & Council

From: Cody Vangel, Chief Building Official & Municipal Planner

Re: Amending Road Names – Fort Frances

Mayor and Council will recall at the November 23, 2020 regular Council session the discussion of amending road names within the Town of Fort Frances, more specifically around amending the name of Colonization Road at this time. Mayor and Council may also recall similar discussions that took place back in the fall of 2017 where the item was previously discussed without any formal amendments taking place.

Attached with this report are supporting administration reports that were tabled in 2017. These reports are for information only as the data and information collected is subject to change from 2017 to 2020.

Through very preliminary research regarding changing roadway names, it was found that many municipalities across the province have adopted specific policies for these matters. A variety of these policies have been attached for reference. These policies set out a list of criteria and considerations that are to be considered when naming and renaming roadways within their respective municipalities.

The following table will provide insight to preliminary discussions or research conducted into various stakeholders that may experience an impact on this name change. It should be reiterated that these were only preliminary discussions and that it is recommended to further engage these groups as this process carries on.

Stakeholder	Initial Comments
Rainy River District Paramedic Services	<ul style="list-style-type: none">- Ensure appropriate dispatch entities are informed- Ensure clear means of communications to RRDPS on any change- Provide details on any amendments- Mapping to be updated
Fort Frances Fire Rescue	<ul style="list-style-type: none">- Ensure appropriate dispatch entities are informed- Ensure clear means of communications to RRDPS on any change- Provide details on any amendments- Mapping to be updated
OPP	<ul style="list-style-type: none">- Costs associated hard to predict- New facility on Colonization Road will require changing of all information associated, including business cards, letter heads, etc.

	<ul style="list-style-type: none"> - Internal computer system to be adjusted - GIS system to be updated. Updated approximately twice a year - Provincial and federal registries and databases to be updated - Court rulings may be required to amend conditional address decisions - OPP dispatching system to be updated - Requested further engagement - Will need time to change over systems
Bell 911	<ul style="list-style-type: none"> - Change notification application to be submitted - Detailed information on change to be provided
Kenora Central Ambulance Communications Centre	<ul style="list-style-type: none"> - Ensure appropriate dispatch entities are informed - Ensure clear means of communications to RRDPS on any change - Provide details on any amendments - Ensure OPP dispatch and GIS updated - Mapping to be updated
Service Ontario	<ul style="list-style-type: none"> - See attached link for information on address change https://www.ontario.ca/page/change-address-drivers-licence-vehicle-permit-and-health-card
Passport Canada	<ul style="list-style-type: none"> - See attached link for information on address change https://www.canada.ca/en/immigration-refugees-citizenship/services/canadian-passports/help-centre/general.html
Canada Post	<ul style="list-style-type: none"> - No cost to Town - Will provide free mail redirection for 1 year to impacted customers - Impacted customers to inform senders of new address - Town to send impacted customers and Canada post a letter detailing the change - Town to confirm impacted addresses - 6-8 week update period in system

Attached with this report is also a list of considerations that property owners may require to contact to notify a change of address. This is simply for information only. At this time it cannot be confirmed if any or all of these may have associated costs to change said addresses.

Administration brought this matter to the Planning and Development Executive Committee at their December 7, 2020 session to seek direction on how to proceed with this proceed. The following recommendations were made:

- That Administration develop a street naming/renaming policy, concurrently with the renaming of the Colonization Road discussions and have a draft of the policy presented to the Committee at their January 4th, 2021 meeting.
- That Administration develop education/consultation materials to assist in educating residents of Fort Frances on reconciliation and what it means. A copy of the materials be placed as a bill insert for the first tax billing in 2021. This will provide all residents an opportunity to provide practical feedback to the Committee at a meeting in March 2021.
- That Administration research and provide updated operational costs associated with changes to addressing and updating systems with regards to naming/renaming streets.
- That Administration investigate with local service providers/other agencies about processes involved with address changes and assistance that could be offered to residents.
- That Administration provide Council with a report outlining the above directions and provide final approval.

At this time, the primary internal costs to the Town appear to include, but not be limited to:

- Changing of street signage
- Divisional clerical works to re-label property files, associated drawings, billings, insurances, GIS updates, etc.
- Staff time included in facilitation
- Materials and programs in facilitation

With the information provided above, attached and based on the recommendation of the Planning and development Executive Committee administration seeks approval to move ahead on the matter as outlined above.

Respectfully submitted



Cody Vangel
Chief Building Official & Municipal Planner

Council approval of this report will agree to the recommendations of the Planning and Development Executive Committee to authorize administration to:

- 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