

BY-LAW NUMBER 2023-20

THE CORPORATION OF THE TOWNSHIP OF RIDEAU LAKES

BEING a By-Law to Adopt a Policy entitled "Public Road Naming Policy".

WHEREAS Section 9 of the *Municipal Act, 2001*, SO 2001, c. 25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under that Act or any other Act;

AND WHEREAS Section 5(3) of the *Municipal Act S.O. 2001*, as amended provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9, shall be exercised by By-Law;

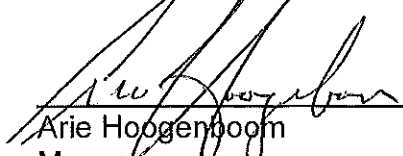
AND WHEREAS the Council of The Corporation of the Township of Rideau Lakes deems it beneficial to the Municipality to establish a Policy outlining the clear parameters for the naming and renaming of Township Highways.

NOW THEREFORE the Council of The Corporation of the Township of Rideau Lakes enacts as follows:


- 1) That the Policy Statement as attached hereto as Schedule 'A' and entitled "Public Road Naming Policy" be approved and adopted.
- 2) That Schedule 'A' to this By-Law may be updated from time to time as deemed desirable by Resolution of Council.
- 3) That any other By-Laws, Resolutions, Motions or Actions of Council that are in contravention of this By-Law are hereby repealed.

AND FURTHER that this By-Law shall come into force and take effect on the date of passing.

Read a first and second time, the short way, this 3rd day of April, 2023.

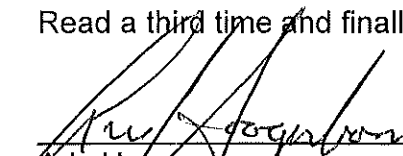


Arie Hoogenboom
Mayor



Mary Ellen Truelove
Clerk

Read a third time and finally passed this 3rd day of APRIL, 2023.



Arie Hoogenboom
Mayor



Mary Ellen Truelove
Clerk

 Rideau Lakes	Development Services Department Policy & Procedure
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Policy Number:
Sub Department: Civic Addressing

Policy Name: Public Road Naming Policy

Developed by:	Kayla Porter, DSA	Date: March, 2023
Reviewed by:	MSC	Date: March 13, 2023
Approved by:	Council	Date: April 3, 2023
Resolution Number:	PW 34-2023	Effective: April 3, 2023
Cross Reference:		Revisions:

POLICY STATEMENT

The Corporation of the Township of Rideau Lakes is committed to ensuring the safety and wellbeing of its residents and therefore the purpose of this Public Road Naming Policy is to provide guidelines and a consistent process for the naming and renaming of public roads.

The Public Road Naming Policy promotes safer communities within the Township of Rideau Lakes by selecting road names that facilitate accurate property identification by Emergency Services. This policy also encourages the renaming of duplicate roads where deemed necessary by Council to address wayfinding and concerns with response times by Emergency Services throughout the municipality. The policy has been developed to guide the naming of public roads to ensure names are appropriate and the road users and land owners are provided an opportunity to meaningfully participate in the process.

SCOPE

This policy applies to the naming and renaming of existing and proposed public roads within the Township of Rideau Lakes. The policy does not apply to County Roads or

Schedule 'A' to By-Law 2023-20

Provincial Highways. The naming of Private Roads falls under By-Law 2013-67 'Private Road Naming Policy'.

DEFINITIONS

Council: The Council of the Township of Rideau Lakes.

Duplicate Road: A public road that shares the same or similar name as another road in the Township of Rideau Lakes.

Naming: The act of Council, by by-law, declaring a name for a public road. This includes renaming a road which has an accepted, documented or commonly held name.

Public Road: A Municipally owned and maintained highway as described by Section 26 of the Municipal Act

Suffix: The word that follows the road name and identifies the type of street (i.e., Road, Avenue, Street, Court etc.).

POLICY, PROCEDURE AND IMPLEMENTATION

Naming

1. The Township of Rideau Lakes reserves the right to name or rename any public road, including duplicate road names, in the interest of public safety.
2. Where resources allow, at the discretion of Council, a public road may be renamed.
3. The Township will accept requests and delegations for road name changes. The request must include the rationale for the request and any relevant documentation associated to the request. The applicant is responsible for obtaining support for the request.
4. At the time of a public road renaming, the corresponding civic address numbers will be updated, if necessary, to align with the emergency services practices and protocols.

Road Name Criteria

1. Road names must be distinct and unique from any other road name in the County, or proximate areas of adjacent municipalities.
2. Road shall not use the same or a similar word as that of adjacent roads.
3. Road names must be appropriate, and cannot be derogatory, negative, or inappropriate in any other way at the sole discretion of Council.
4. Road names that highlight the natural and cultural heritage of the municipality, or the specific local history of the area are encouraged.
5. Road names should be easy to pronounce and convey verbally and in writing.
6. Road names shall not include any of the following: abbreviations (except approved road type designations), initials, periods, apostrophes, hyphens, numbers, symbols or other punctuation marks.

Schedule 'A' to By-Law 2023-20

Renaming of Duplicate Road Names

1. The Township will propose to rename the road with the least number of properties. If there are multiple commercial properties on the public road subject to the name change and there are no less than 50% of the total amount of properties compared to the other duplicate name road, Council may choose to:
 - a. Rename the other duplicate named road should the other road not contain multiple commercial properties.
 - b. Offer a partial and reasonable reimbursement of associated costs resulting from the proposed address change for a commercial property, on presentation of proof of costs incurred. Examples of eligible costs incurred include business cards, signage and other promotional materials associated to the business. The maximum reimbursement shall be \$500.

Road Name Selection

1. Where a new road is to be named or an existing road renamed within the Township of Rideau Lakes that is currently a continuation of another public road, the name of the new or existing public road is to be renamed to be a continuation of the existing public road where possible. If this is not possible, the two roads shall have different names.
2. In Villages, duplicate 'Main Street' road names will be addressed by adding the name of the Village in front of the current public road name (i.e., 'Main Street' in Elgin would become 'Elgin Main Street').
3. Where neither of the above are possible or applicable, the Township may accept road name suggestions from residents who own property and/or reside on the subject public road, Council or other members of the public.
4. In the case of a proposed public road associated to a Plan of Subdivision or Condominium, the Township may accept road name suggestions from the developer of the associated project. The suggested road name(s) shall meet the required name criteria.

Notice

1. The Township will inform impacted property owners via email and/or mail of the intention to name or rename a public road a minimum of 4 weeks in advance of a decision being made.
2. Through the notification staff will request road name suggestions with a minimum of 4 weeks provided for suggestions to be received.
 - a. There shall be a limit of one suggested name per property
 - b. the suggested name shall be provided in writing and include an email address to allow for follow-up communication
 - c. the suggested name must meet the required name criteria

Implementation

1. Staff shall provide a report to the Municipal Services Committee with a proposed road name, taking into consideration all eligible suggestions received.
2. The Municipal Services Committee shall make a recommendation to Council.
3. Road names approved by Council shall be adopted by By-Law by Council.

Schedule 'A' to By-Law 2023-20

4. The Township will seek to implement the new road name transition in a manner that supports wider public safety. It is understood that updates to the road name in various third-party systems may not occur at the exact same time. Property owners must exercise due diligence during the transition period to ensure services are received.
5. The cost of the road sign and installation, along with applicable civic address signs shall be borne by the municipality.
6. Once passed and sign installation has taken place, the Township shall notify all internal departments, emergency services, and agencies/bodies (i.e., Canada Post, MPAC), as well as Google Maps, of the new road name.