Staff Report

To	Council
Department	Corporate Services, Strategy and Innovation Department
Meeting Date	Council and Committee of the Whole Meetings - 14 Jan 2025
Subject	Civic Addressing Changes - Edgewood Road
Report Number	SR- 2778
Prepared by	Andrew Hooper

Recommendation

1. That the report from the Information Technology Division, dated January 14, 2025 re: Civic Addressing Changes - Edgewood Road, be received; and
2. That Council direct staff to undertake public consultation with the potentially impacted residents to gain input regarding the proposed civic addressing changes and report back to Council for direction.

Executive Summary

Purpose of Report

The purpose of this report is to seek Council's approval to move forward with the proposed list of civic address changes being proposed and to ask Council's direction to commence public consultation regarding the road name changes involving Edgewood Road, Harewood Village Park and Harewood Park in Bath.

Report Highlights

- Resident issue was raised in 2020 and has been the subject of on-going discussion between Township and County staff.
- Resident is seeking to have their civic addressing issue resolved.
- Existing civics do not follow an orderly arrangement of odd/even as the by-law requires.
- Emergency services prefer to not have addresses labelled with letters and have had previous issues finding addresses in the area.

- In order to properly rectify concerns raised by various parties, a full review of civic addressing on Edgewood Road was completed by GIS staff.
- The proposed resolution was submitted to the following Township staff for review, the Director of Emergency Services, Public Works Manager, Utilities Manager, Director of Corporate Services, Strategy & Innovation, Director of Economic Growth & Community Development Services, Manager of Development Services
- The proposed resolution was submitted to the following County staff and external agencies for review, L&A County GIS Supervisor, Paramedic Chief and Deputy Chief, Community Programs & Professional Development

Report Details

Background and Analysis

Background

In 2020, a concern was raised by a resident regarding the civic addressing of their property which was, and still is, resulting in issues with service companies and mail couriers. The issue currently remains unresolved. If staff are directed to resolve the addressing concern that has been raised, it will result in a number of potential civic address changes and the creation of two (2) new road names.

Current Situation

There are twenty-five properties currently using "Edgewood Rd" as their address and the civic numbers range from two (2) to one hundred and twenty (120). There are also four (4) properties using "Compton Crt" as their address. An image of the current addressing situation is shown in Attachment 2.

Analysis

In order to prepare this report and potential solution GIS staff sought the recommendations of the County of Lennox & Addington GIS staff, Loyalist Township Manager of Development Services, Loyalist Township Director of Economic and Community Development Services, Loyalist Township Manager of Utilities, and the Loyalist Township Director of Emergency Services/Fire Chief. GIS staff also had to factor in the municipality's existing bylaw as well as existing best practices for assigning civic addresses.

An image of the potential solution is seen in attachment 1.

Attachment 3 is a letter from the County supporting the proposed changes to the civic addresses.

Proposed Changes

1. Create a new road name with the suffix crescent (Cr) for the road that circles "Harewood Village Park" and is currently Edgewood Rd.

2. Create a new road name with suffix court (Crt) that currently has civic addresses of nine (9), ten (10), ten A (10A), ten B (10B), ten C (10C), eleven (11), twelve (12), thirteen A (13A) and thirteen B (13B) Edgewood Rd.

3. Compton Crt road name is unchanged though civic addresses will be changed to meet bylaw requirements.
4. Install sign indicating new road name for the court
5. Install one (1) new road sign at each of the two entrances to the newly named crescent.
6. Replace existing "Edgewood Rd" sign at entrance of new crescent.
7. Replace all existing civic address number blades, approximately twenty-eight (28) in total.

Proposed Civic Address Changes

1 Edgewood Rd becomes 3 Edgewood Rd
2 Edgewood Rd becomes 5 Edgewood Rd
3 Edgewood Rd becomes 7 Edgewood Rd
4 Edgewood Rd becomes 103 New Road Name Cr
5 Edgewood Rd becomes 105 New Road Name Cr
6 Edgewood Rd becomes 107 New Road Name Cr
7 Edgewood Rd becomes 109 New Road Name Cr
8 Edgewood Rd becomes 11 Edgewood Rd
9 Edgewood Rd becomes 113 New Road Name Crt
10 Edgewood Rd becomes 111 new Road Name Crt
10A Edgewood Rd becomes 116 New Road Name Crt
10B Edgewood Rd becomes 118 New Road Name Crt
10C Edgewood Rd becomes 120 New Road Name Crt
11 Edgewood Rd becomes 107 New Road Name Crt
12 Edgewood Rd becomes 105 New Road Name Crt
13 Edgewood Rd becomes 16 Edgewood Rd
13A Edgewood Rd becomes 110 New Road Name Crt
13B Edgewood Rd becomes 112 New Road Name Crt
14 Edgewood Rd remains as 14 Edgewood Rd
15 Edgewood Rd becomes 12 Edgewood Rd
16 Edgewood Rd becomes 8 Edgewood Rd
17 Edgewood Rd becomes 6 Edgewood Rd
19 Compton Crt becomes 106 Compton Crt
20 Compton Crt becomes 109 Compton Crt
21 Compton Crt becomes 105 Compton Crt
22 Edgewood Rd becomes 103 Compton Crt
23 Edgewood Rd becomes 2 Edgewood Rd
Harewood Village Park would be assigned 9 Edgewood Rd
Harewood Park would be assigned 10 Edgewood Rd

Financial Implications

If the GIS staff recommendations are accepted and the Township is able to move forward the approximate financial impact is shown below:

- Twenty-nine (29) new civic address numbering blades with an approximate cost of $50 per blade for a total of $1,450.
- Installation of two (2) new road signs indicating new road names with an approximate cost of $100 per sign and support.
- Replacement of one (1) existing Edgewood Rd sign name with an approximate cost of $100 per sign and support.
- staff time for a day to install new road signs, replace existing road signs, and replace existing civic number blades with new civic number blades.
- Total financial cost of changes EXCLUDING staff time for public consultation and report writing would be approximately $3,000

The funding for the project is covered in the Public Works operations budget under Township Safety Devices for both the labour and the cost of materials.

Risks or Stakeholder Implications

There are many stakeholders involved with these changes primarily the residents who are impacted by the civic number changes and new road name creation, various external agencies such as County paramedics, municipal emergency services, communication companies, power companies who will need to be informed of the proposed changes so they can update their respective systems, internally there will need to be updates to various systems that store addresses such as financial and GIS systems.

If existing civic addresses are left in place there is potential risk for emergency services to be impacted with response times. The proposed changes will allow Emergency Services to respond quicker in this area and eliminate potential issues.

Making the proposed changes allows the municipality to correct previous civic addressing issues and bring the impacted addresses up to proper civic addressing standards and allow for future changes to occur without creating additional addressing issues.

Communication and Consultation Plan

Prior to any civic addressing changes or road name creations staff recommend the following steps to be taken in order to communicate the proposed changes.

1. Affected residents to receive hand delivered letter to notify them of the proposed changes and inform them of the date of public consultation.
2. Have staff use the Township's social media platforms to inform residents of the dates and times of the public consultations.
3. At the public consultations have staff on-hand to explain the "why" behind the proposed changes.
4. Using public consultation feedback to create a follow up report to council including the feedback to allow council to decide if the proposed changes can move forward or to allow council to provide further direction.

Changes accepted by Council

5. Hand deliver letter to resident with steps required to change address.

6. Staff to begin the process of notifying agencies involved.

Changes not accepted by council

7. If council chooses to not to make any changes, then a registered mail will be sent to all affected residents notifying them of council's decision to not move forward with any of the proposed changes.

Council needs more information or suggests other options

8. Staff will prepare any required reports council requires to continue on with the process.

Alternatives

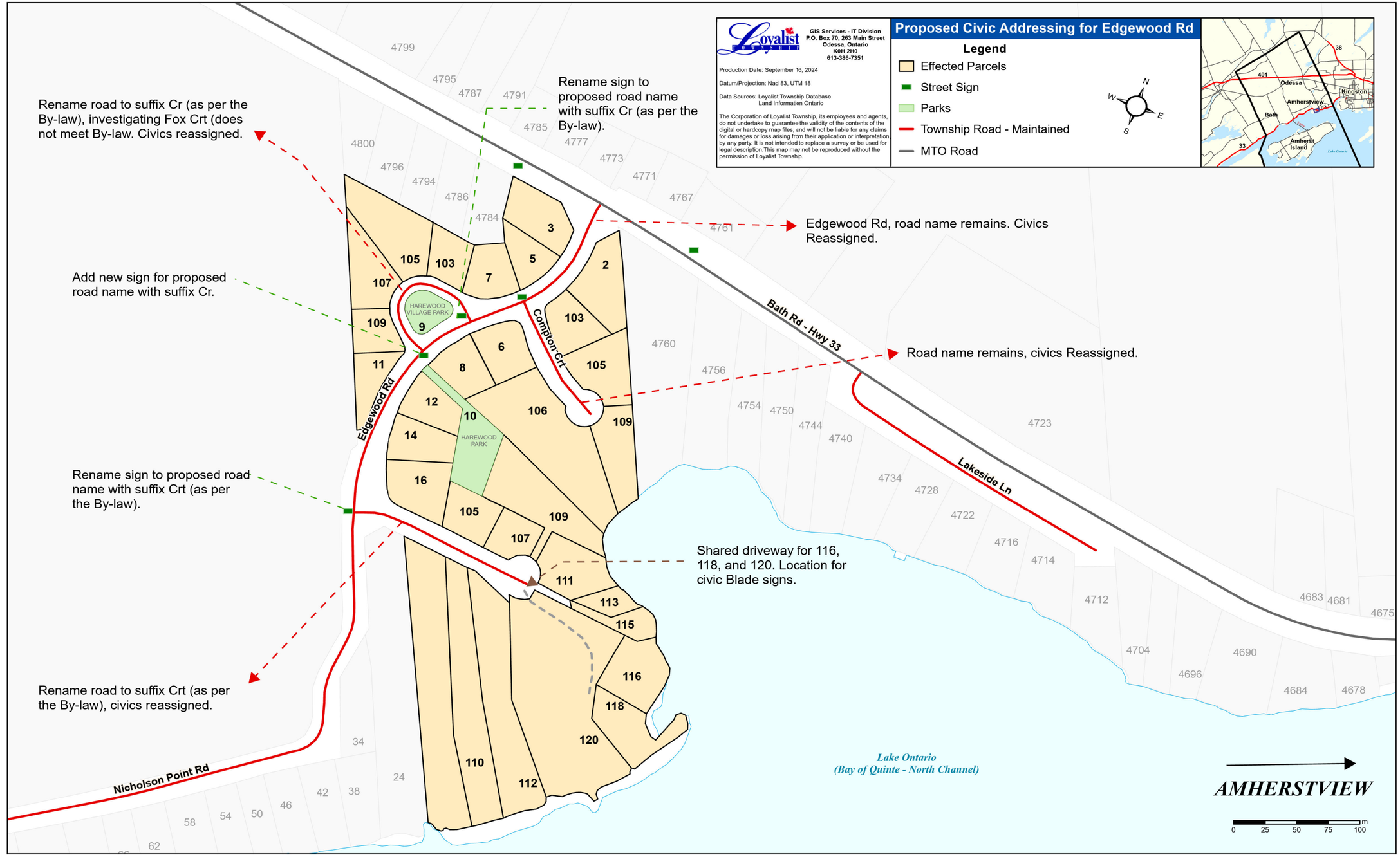
First alternative is to leave all addressing as is, though this does not eliminate the residents concern(s) or resolve any issues that could arise for emergency services.
Second alternative, as outlined in attachment 4, would be to rename the generally north-south portion of Edgewood Rd to Nicholson Point Rd, matching the name of the more southern portion. This solution will still require two new road names for the creation of the new crescent and court being proposed. To meet the exact requirements of the Civic Addressing By-law would require the readdressing of over one hundred civic addresses. Specifically, the use of 7.5 m of frontage is not possible with the current limitations on Nicholson Point Road unless all lots are readdressed. The 7.5 m value is used to ensure that appropriate numbering conventions are available should a severance or other subdivision of land be undertaken, sufficient addressing numbers exist between existing lots. For Council and the public's information and consideration, staff has developed a solution that spaces the numbering somewhat, but does not achieve the 7.5 m frontage target. This solution has not been circulated to staff at the County and is not recommended because of the severance potential for multiple lots in this area.
Third alternative would be to rename Nicholson Point Rd to Edgewood Rd which require similar efforts as mentioned in the second alternative.

Attachments

Attachment 1: Proposed_CivicAddressing
Attachment 2: current_CivicAddressing
Attachment 3: Edgewood Court_Crescent- Loyalist - Road Name Review Public consult request - County Approval
Attachment 4: Nicholson Point Alternative

Approved by

Approved by	Status:
Jenna Campbell, Director of Corporate Services	Approved - 08 Jan 2025
Shelley Stedall, Treasurer	Approved - 09 Jan 2025
Rebecca Murphy, Chief Administrative Officer	Approved - 09 Jan 2025


Proposed Civic Addressing for Edgewood Rd
GIS Services - IT Division
P.O. Box 70, 263 Main Street
Odessa, Ontario
K0H 2H0
613-386-7351
Production Date: September 16, 2024
Datum/Projection: Nad 83, UTM 18
Data Sources: Loyalist Township Database
Land Information Ontario
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Legend
Effected Parcels
Street Sign
Parks
Township Road - Maintained
MTO Road
N
W
E
S
38
401
Odessa
Kingston
Amherstview
Bath
Amherst Island
33
Lake Ontario
Rename road to suffix Cr (as per the By-law), investigating Fox Crt (does not meet By-law. Civics reassigned.
Rename sign to proposed road name with suffix Cr (as per the By-law).
Edgewood Rd, road name remains. Civics Reassigned.
Add new sign for proposed road name with suffix Cr.
Road name remains, civics Reassigned.
Rename sign to proposed road name with suffix Crt (as per the By-law).
Shared driveway for 116, 118, and 120. Location for civic Blade signs.
Rename road to suffix Crt (as per the By-law), civics reassigned.
Bath Rd - Hwy 33
Lakeside Ln
Edgewood Rd
Compton Crt
Nicholson Point Rd
HAREWOOD VILLAGE PARK
HAREWOOD PARK
Lake Ontario
(Bay of Quinte - North Channel)
AMHERSTVIEW
0 25 50 75 100 m

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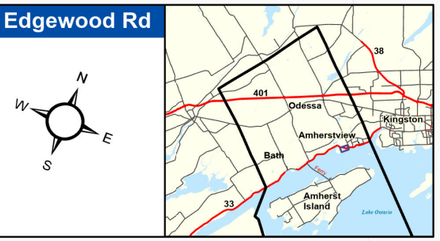
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Current Civic Addressing for Edgewood Rd

Legend

- Effected Parcels
- Street Sign
- Parks
- Township Road - Maintained
- MTO Road



Bath Rd - Hwy 33

Lakeside Ln

Edgewood Rd

Compton Crt

Nicholson Point Rd

HAREWOOD VILLAGE PARK

HAREWOOD PARK

1 2 3 4 5 6 7 8 9 10 10A 10B 10C 11 12 13 13A 13B 14 15 16 17 19 20 21 22 23

4799 4795 4787 4791 4785 4777 4773 4771 4767 4761 4800 4796 4794 4786 4784 4760 4756 4754 4750 4744 4740 4723 4734 4728 4722 4716 4714 4712 4683 4681 4675 4704 4690 4696 4684 4678

34 24 42 38 46 50 54 58 62

Lake Ontario
(Bay of Quinte - North Channel)

AMHERSTVIEW

0 25 50 75 100 m

county of
Lennox & Addington

Friday, November 15, 2024

Proposed Road Name Review

Requesting Member Municipality: Loyalist Township
Date Request Received: October 21st, 2024

Given the supporting documentation as per your request, the County agrees with the process of correcting the civic address ranged on the currently named "Edgewood Road" to conform to the current by-law in place and to meet future N-G-9-1-1 purposes. Furthermore, the County agrees with the proposal to provide a new road name to the road surrounding Harewood Village Park. Currently, there is no proposed road name for this segment. Lastly, the court currently identified as Edgewood Road should be renamed to a new road name and it is recommended by the county that this future road be given the suffix of "Court" (Crt).

Currently, there is no officially selected road name. The County supports Loyalist's decision to conduct a consultation with residents to hear feedback and opinion as to potential road names. Once a road name has been determined as result of public consultation, Loyalist will submit the proposed name to the County. It is at this time; the County will conduct an official road name review and provide comments and recommendations to the Township of Loyalist.

If you have any questions, please feel free to contact me at the County of Lennox & Addington Information Technology Services office.

Regards,

Anthony Francioni

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GIS Analyst, Information Technology Services
County of Lennox & Addington
afrancioni@lennox-addington.on.ca

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Optional

Rename road to suffix Cr (as per the By-law). Civics reassigned.

Rename sign to proposed road name with suffix Cr (as per the By-law).

Add new sign for proposed road name with suffix Cr.

Rename sign to proposed road name with suffix Crt (as per the By-law).

Rename road to suffix Crt (as per the By-law), civics reassigned.

Rename road to be apart of Nicholson Point Rd. Nicholson Point Rd now begins at intersection with Bath Rd. Civics reassigned.

Road name remains, civics reassigned.

Shared driveway for 116, 118, and 120. Location for civic Blade signs.

GIS Services - IT Division
P.O. Box 70, 263 Main Street
Odessa, Ontario
K0H 2H0
613-386-7351

Production Date: January 7, 2025

Datum/Projection: Nad 83, UTM 18

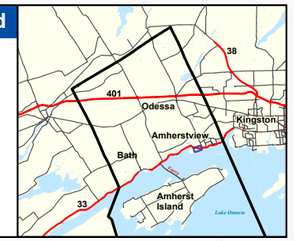
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Lakeside Ln

Compton Crt

Nicholson Point Rd

HAREWOOD VILLAGE PARK

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