

Request for Decision

Title	Bylaw 1616/23 - Civic Addressing Bylaw – Repeal and Replacement of Bylaw 825/97 – First Reading
Proposed Motion	<ol style="list-style-type: none"> 1. That Council give first reading of Bylaw 1616/23. 2. That Council direct Administration to draft a naming policy/strategy for neighbourhoods, roads, municipal assets, and other infrastructure.
Administrative Recommendation	Administration recommends that Council give first reading of Bylaw 1616/23 to allow for assigning civic addresses. Further, Administration recommends that Council direct Administration to draft a naming policy/strategy for neighbourhoods, roads, municipal assets, and other infrastructure.
Previous Council / Committee Direction	None.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> • Like most rural municipalities, Sturgeon County has assigned a rural address to its parcels, based on the primary access location of the multi-lot subdivision along Township Roads, Range Roads, and Highways. Locally this is in accordance with the Municipal Addressing System Bylaw 825/97 (see Attachment 3). • The planned development of the Sturgeon Valley at an urban density necessitates consideration of urban addressing. • There are several concerns related to Bylaw 825/97, such as: <ul style="list-style-type: none"> ○ References to the M.D. of Sturgeon No. 90; ○ Makes no provision for assigning urban addresses – contemplated to be assigned for new growth in the Sturgeon Valley; ○ Very limited in how addresses are assigned, lacks any procedures that need to be followed, or even who the Addressing Authority is; and ○ Makes no provision for addressing accessory dwelling units. • As such, Administration recommends a new Civic Addressing Bylaw that provides for the following: <ol style="list-style-type: none"> 1. A thorough list of definitions that adopts current terminology and land uses;

2. Appointing the CAO or designate as the Addressing Authority;
3. A process for assigning civic addresses. This includes the allocation of urban and rural addresses (including the methodology involved and guidelines regarding condominiums, consolidations, corner lots, County parks, cul-de-sac, etc.);
4. A more conventional addressing model for urban areas;
5. Guidelines for the display of a civic address; and
6. Offences and penalties for contraventions of the bylaw.

- Regarding existing rural subdivisions and their addressing, the option to convert these to a street name and number was reviewed; however, is not recommended as landowners would face high inconvenience and cost (land titles changes, drivers' licenses, family updates, etc.). As such and for consistency, the Bylaw determines that any new multi-lot subdivisions located in the Sturgeon Valley Core Area Structure Plan area, elsewhere in the County, and existing industrial parks still be assigned with rural addresses.
- For addressing in new urban multi-lot subdivisions located within the boundary of the Sturgeon Valley South Area Structure Plan, these would be assigned with urban street addresses.

Other Jurisdictions

- Administration completed a review of eight other jurisdictions (see Attachment 2) and determined that:
 - Addressing legislation ranges between bylaws and policies. Only the City of Beaumont had a combined naming policy that not only included streets, but also parks, trails, neighbourhoods, and municipal facilities.
 - Where other counties use urban addressing in rural areas, this is normally limited only to specific areas and introduced over time.
 - What Administration is recommending is generally consistent with other jurisdictions.

Future Naming

- Administration recommends that the naming of streets, neighbourhoods, municipal assets and other infrastructure be addressed in a separate naming policy.
- Naming of municipal infrastructure and amenities is a related, but not specifically the same, matter. As the community grows and as neighbourhood and infrastructure names are considered, having a trusted naming methodology will be increasingly important.
- Such a policy could also address opportunities for the generation of sponsorship revenue as well, if supported by Council.
- With Council approval, Administration will develop a project scope and determine required resourcing, stakeholder engagement, and governance.

	<p><u>External Communication</u></p> <ul style="list-style-type: none"> The proposed bylaw is the product of many discussions that were held between Administration and the Postmaster. The proposed bylaw is also supported from an emergency response perspective. <p><u>Relevant Policy/Legislation/Practices</u></p> <ul style="list-style-type: none"> Section 7 of the <i>Municipal Government Act</i> (MGA) authorizes Council to enact a Bylaw respecting the safety, health and welfare of people and the protection of people and property. The MGA authorizes a municipality to name roads or areas within its boundaries, assign a number or other means of identification to buildings or parcels of land or require an owner or occupant of a building or a parcel of land to display the identification in a certain manner.
Implication of Administrative Recommendation	<p><u>Strategic Alignment</u></p> <p>Operational Excellence – The proposed Bylaw will provide for and continue to provide for the effective assigning of civic addresses in the County.</p> <p>Planned Growth – The proposed Bylaw will provide for the assigning of urban civic addresses in the residential growth areas as addressed in the Sturgeon Valley South Area Structure Plan.</p> <p><u>Organizational</u></p> <ul style="list-style-type: none"> Administration has the capacity to administer the bylaw. The bylaw provides for set procedures and the decision-making authority of the Addressing Authority. Administration will review the implications of a broader naming review. <p><u>Financial</u></p> <ul style="list-style-type: none"> The proposed Civic Addressing Bylaw has no financial implications. A naming review may require external expertise or capacity, and if any additional funding is required, Council will be advised.
Alternatives Considered	Council could choose not to give first reading of Bylaw 1616/23.
Implications of Alternatives	<p><u>Strategic Alignment</u></p> <p>The County would miss out on an opportunity to improve the present system for the assigning of civic addresses, and would also not be prepared to assign urban addresses within the boundary of the Sturgeon Valley South Area Structure Plan.</p> <p><u>Organizational</u></p>

	<p>Municipal Addressing System Bylaw 825/97 would remain in place and the lack of any direction on how addresses are assigned, relevant procedures that need to be followed or even, who the Addressing Authority is, would remain.</p> <p><u>Financial</u> None.</p>
Follow up Action	Bring forward Bylaw 1616/23 for consideration of second and third reading (Planning and Development Services, March 2023).
Attachment(s)	<ol style="list-style-type: none"> 1. Attachment 1: Civic Addressing Bylaw 1616/23 2. Attachment 2: Addressing Intermunicipal Comparison 3. Attachment 3: Municipal Addressing System Bylaw 825/97
Report Reviewed by:	<p>Bonnie McInnis, Manager, Planning & Development Services</p> <p>Chris Wells, Director, Community Services</p> <p>Travis Peter, General Manager, Development & Strategic Services</p> <p>Reegan McCullough, County Commissioner – CAO</p>

Strategic Alignment Checklist

Vision: *Offering a rich tapestry of historical, cultural, and natural experiences, Sturgeon County is a municipality that honours its rural roots and cultivates desirable communities. Uniquely situated to provide world-class agricultural, energy, and business investment opportunities, the County prioritizes responsible stewardship and dreaming big.*

Guiding Principles: Collaboration | Accountability | Flexibility | Excellence | Safety | Future Readiness | Affordability | Innovation

Community Outcome	Not consistent	Consistent	N/A
Planned Growth			
<ul style="list-style-type: none"> Internationally competitive to attract, grow and sustain diverse businesses; tenacious focus on new growth and innovation 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Modern broadband and digital capabilities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Low cost, minimal red-tape regulations 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Reliable and effective infrastructure planning; comprehensive land use and infrastructure planning 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Thriving Communities			
<ul style="list-style-type: none"> Beautiful, surprising places with high standards; integrated natural spaces & trail systems; healthy and resilient 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Engaging cultural, historical, and civic amenities; strong community identity and pride 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Safe, welcoming, and diverse communities; small community feel and personal connection; commitment to high quality of life 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Environmental Stewardship			
<ul style="list-style-type: none"> Clean air, land, and water; Carbon neutral municipal practices; circular economy opportunities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Conservation of natural areas and agricultural lands; enhanced greening and biodiversity; safekeeping ecosystems 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Sustainable development; partnerships with industry and others to drive emission reductions 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Collaborative Governance			
<ul style="list-style-type: none"> Predictable and stable external relationships; volunteer partnerships 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Meaningful connections with Indigenous communities 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Ongoing community consultation and engagement; transparent and action-oriented decision making based on sound rationale 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Respectful and informed debate; clear and supportive governance processes 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Operational Excellence			
<ul style="list-style-type: none"> Engaged and effective people – Council, Admin and Volunteers; continuous learning and improvement mindset; nimble and bold, with strong leadership 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Quality cost-effective service delivery; robust procurement and operational practices and policies; asset management and performance measurement; careful debt and reserve stewardship; long-term financial planning and sustainability 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Future focused thinking to proactively respond to emerging opportunities and challenges 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Alternative revenue generation and service delivery models integrated strategic and business planning 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>