

United Townships of Head, Clara & Maria Council

Request for Decision

Type of Decision									
Meeting Date	Tuesday, June 21, 2022				Report Date	Monday, May 30, 2022			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed
Report #22/06/21/1204- Unopened Road Allowance/ 911 Civic Address Application									

Subject: Access to Municipal Unopened Road Allowance and 911 Civic Address Application

Recommendation: That Council direct staff to proceed with processing this request as an internal, administrative request including the recommendations listed below.

Background/Executive Summary:

At its regular meeting of May 17th, 2022 Council received a letter from Mr. Gardiner requesting “an exception to the requirements of the by-law that has made access and use (of a trailer) at the property out of compliance with newly instituted bylaw (9-1-1 requirement)”. Council provided direction to staff to have more information brought back to the June Council meeting.

The Gardiner’s own property in Mackey that is accessed through a municipally owned unopened road allowance (URA), and have done so for years. When Mr. Gardiner’s daughter in-law attempted to apply for a 911 Civic Address in order to comply with the updated Trailer Licence By-Law, it was determined that they could not have a 911 sign installed at their property as they do not have a driveway or proper access for emergency service response as they gain access to their property through the unopened road allowance. In consultation with Ms. Gardiner, it was discovered that improvements have been made to the road allowance over the years.

Staff have searched the files and archives and were not able to find any other policies concerning access to unopened road allowances other than the Road Construction Standards Policy from 2008, which is the same information contained in the policy updated in 2021.

The public has the right to use an unopened road allowance for travel and transportation in its natural state; however, any improvements must be authorized by Council.

Staff consulted with the County of Renfrew concerning the installation of a 911 civic address sign and were advised that a sign could be installed at the intersection of the unopened road allowance and Jobidon Road. The property owners will need to be informed that just because they have a 911 address/sign, it does not guarantee response in that area due to access.

Staff recommends the following:

That a 911 sign be required for the property, to be installed at the intersection of Jobidon Road and the unopened road allowance;

That the property owners be advised that due to improper access, emergency response cannot be guaranteed in their area even though they have a 911 sign;

That the Gardiners are advised that though they have the right to access the unopened road allowance for travel, they require permission from Council to alter the road allowance in anyway; and

Further that if they continue to use the unopened road allowance that the municipality shall be indemnified from any liability resulting from the use.

A resolution of Council would not be required at this time; if determined that the process to be undertaken is one of administrative authority.

Approved and Recommended by the Clerk

Crystal Fischer,
Clerk/Treasurer