


Item No. 10.1.5
Halifax Regional Council
May 24, 2011

TO: Mayor Kelly and Members of Halifax Regional Council
Original signed by 

SUBMITTED BY: _____
Richard Butts, Chief Administrative Officer
Original Signed by _____
Mike Labrecque, Deputy Chief Administrative Officer, Operations

DATE: April 12, 2011

SUBJECT: Cherry Brook and Lake Loon Community Boundary Project

ORIGIN

As part of the original Civic Address Corrections Project, it is a requirement that all community boundaries and names be validated with the community and ratified by Regional Council.

RECOMMENDATION

It is recommended that Halifax Regional Council:

1. Recognize Cherry Brook and Lake Loon as official HRM Communities as outlined on the map in Appendix B and authorize staff to install community signs at their boundaries, with costs as outlined in the budget implications section of this report; and
2. Rename the community of Loon Lake to West Loon Lake as outlined on the map in Appendix C and authorize staff to replace the existing signage, with costs as outlined in the budget implications section of this report.

EXECUTIVE SUMMARY

The verification of community boundaries usually involves the confirmation of existing names and boundaries. This current project is unique in that it involves acknowledgement of communities which have not previously been officially recognized as HRM communities.

The communities of Lake Loon and Cherry Brook date back 200 years and are listed in the Nova Scotia Gazetteer of geographical place names and on provincial mapping. In addition, provincial signage references Cherry Brook. Even though both communities have been in existence for many years, both are currently identified as Westphal by HRM.

Staff have conducted a full community consultation project to determine the exact location of these communities. The formal recognition of these communities is essential for the efficient delivery of E911 service and mail delivery, but also enhances the community's pride of place and reflects its history.

Since the official creation of the community of Lake Loon (District 4) may cause confusion with the existing community name of Loon Lake (District 1), staff also recommends "Loon Lake" be renamed to "West Loon Lake".

BACKGROUND

The need for a review of community boundaries has resulted largely from a requirement of the Emergency 911 (E911) service to use communities as a means of identifying the correct location of an emergency call. However, other public and private agencies also use communities to deliver or target their services most notably Canada Post. Efforts to ratify boundaries between different agencies began in 2002 and will continue until all of the 197 HRM Community names and boundaries have been verified.

In the past, Canada Post has made decisions with respect to community names and boundaries as part of a resident's mailing address. This has led to confusion in areas where HRM community names do not coincide with those being used for mailing addresses. Canada Post and HRM are now in agreement that all civic numbers, street names and communities must be the same in both representative databases.

Furthermore, in May 2003, HRM Regional Council approved the installation of standard community signage at each community boundary in HRM. The stipulation was that prior to installation, staff must conduct public consultation with residents to verify that the community names and boundaries are accurate.

DISCUSSION

Lake Loon and Cherry Brook Community Boundary Project

The community names of Cherry Brook and Lake Loon are both historic names in the project area dating back over 200 hundred years. Cherry Brook and Loon Lake are both listed in the Nova Scotia Gazetteer of geographical place names, but are currently identified as Westphal by HRM. Although the Gazetteer recognizes the name Loon Lake, the locally used name is Lake Loon and the Province will be requested to update their name upon approval of this report.

The project area (see map in Appendix A), includes:

- Montague Rd (civic numbers 1-490);
- Humber Park;
- Montague Estates;
- Cherry Brook Rd;
- Lake Loon Rd;
- Riley Rd;
- MacLaughlin Rd; and
- any secondary roads off the above mentioned roads.

Many of the long term residents of the area use the historical names of Cherry Brook and Lake Loon, whereas newer residents tend to use the Canada Post assigned community of Dartmouth. Canada Post has assigned the community name of Dartmouth for the majority of the streets in the area and, as a result, very few residents in the project area use, or are even aware of their current community name of Westphal. However, even Canada Post has acknowledged the historical name of Cherry Brook for the area around Cherry Brook Rd.

Although the community name “Dartmouth” is widely used by residents today for their mail, it is not an available option for the community name. In accordance with proper civic addressing practice, formerly incorporated boundaries, in this case the City of Dartmouth, are not permitted to be modified. Therefore, regardless of the final decision on community names, any resident currently using Dartmouth as part of their mailing address will experience an address change.

Starting in March of 2009, staff undertook a public consultation process as required by Council to confirm community identity and community boundaries (please refer to Community Engagement for details). As a result of the consultation, staff recommend that Cherry Brook and Lake Loon be recognized as official HRM Communities (see Appendix B) and that community signs be installed at their boundaries.

Renaming Loon Lake to West Loon Lake

There was potential for the community boundary project to create confusion as there is already an HRM community called Loon Lake located in the northern portion of District 1 (see Appendix C). In order to reduce confusion, staff approached the residents of Loon Lake to discuss renaming their community. Loon Lake is a cottage community where there is no mail

delivery to property owners and as such no significant concerns were raised.

Staff consulted with all property owners during the summer of 2009 regarding their new community name (please refer to Community Engagement for details). As a result of the consultation, staff recommend that the community of Loon Lake be renamed West Loon Lake (see Appendix C) and existing signage be replaced to reflect the name change.

BUDGET IMPLICATIONS

Identification of the communities of Lake Loon and Cherry Brook would require the installation of six community signs at an approximated total cost of \$5,400. The renaming of the community of Loon Lake will require the replacement of two signs at an approximated total cost of \$1,100. The total estimated cost for this project of \$6,500 can be accommodated within the approved 2011/12 operating budget for C330-Civic Addressing.

FINANCIAL MANAGEMENT POLICIES/BUSINESS PLAN

This report complies with the Municipality's Multi-Year Financial Strategy, the proposed Operating, Project and Reserve budgets, policies and procedures regarding withdrawals from the utilization of Project and Operating reserves, as well as any relevant legislation.

COMMUNITY ENGAGEMENT

Cherry Brook and Lake Loon Community Boundary Project

As neither Lake Loon nor Cherry Brook were currently recognized as existing communities by HRM, preliminary research with the community was required to identify the general location of these communities.

Staff met with the Lake Loon/Cherry Brook Development Association and interested local residents on five occasions between March 2009 and January 2011. As well, a community meeting was held at Humber Park Elementary in December 2009 and property owners from the area were sent a personalized invitation prior to the meeting. Research was conducted at the Black Cultural Centre and former Councillor Ron Cooper was also consulted.

In September 2010, letters and proposed boundary maps were sent to each property owner in the project area (approx. 544 letters). The letter indicated the need to verify the community boundaries and asked residents for feedback. Thirty three (33) responses were received. Although it had been clearly stated in the letter that staff would assume any property owner who did not provide feedback agreed with the proposal, it was felt that, due to the particularly low feedback, a second letter was required. Therefore, a second letter was sent to all property owners in the project area clearly stating their proposed specific future address. Staff received feedback from an additional 33 property owners, four of whom were repeat callers. The total number of participants was 62, which represents approximately 11% of the property owners in the area.

Renaming Loon Lake to West Loon Lake

On June 5, 2009, staff sent letters to the 37 property owners in the community of Loon Lake explaining the potential duplicate issue with the proposed official community of Lake Loon and suggested a new name of West Loon Lake. This name was suggested as it reflects the largest lake in this community.

Staff received feedback requesting that the names of West South Loon Lake and South West Loon Lake also be considered to reflect the other lake located in their community.

A second letter was sent on June 30, 2009, asking each property owner to provide their preferred community name. Staff received 16 responses, 10 in favour of West Loon Lake.

ALTERNATIVES

1. Regional Council could validate the communities and direct staff to install signage. This is the recommended alternative outlined in this report.

2. Regional Council could choose to not validate the communities. This alternative is not recommended as validation of community boundaries is a critical component of civic addressing in support of 911 and emergency response.

ATTACHMENTS

- Appendix A - Original Community Boundary Map Westphal Area
- Appendix B - Recommended Community Boundary Map Cherry Brook and Lake Loon
- Appendix C - Community Boundary Map Loon Lake Area

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208

Report Prepared by: Gayle MacLean, Civic Addressing Coordinator 490-4105

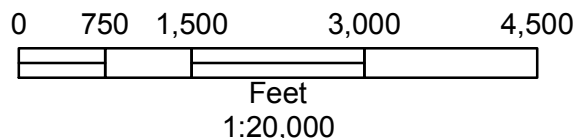
Report Approved by: _____
Denise Schofield, Manager Development Engineering, 490-6252

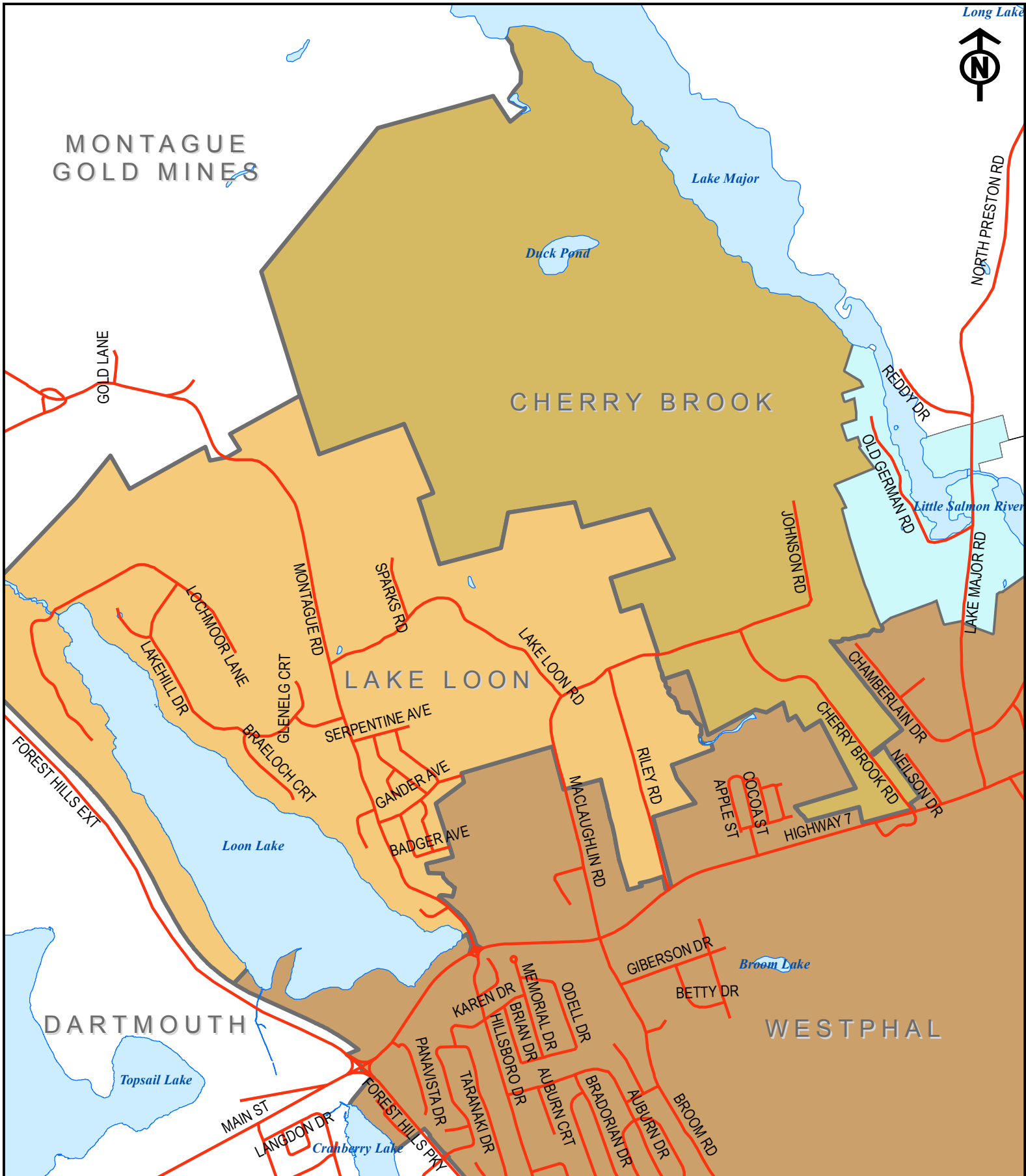
Financial Approval by: _____
Bruce Fisher, Acting Director of Finance, 490-6308

Report Approved by: _____
Paul Dunphy, Director, Community Development

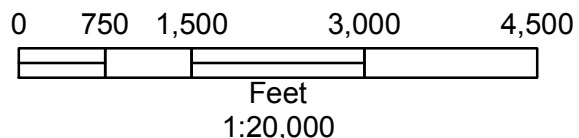


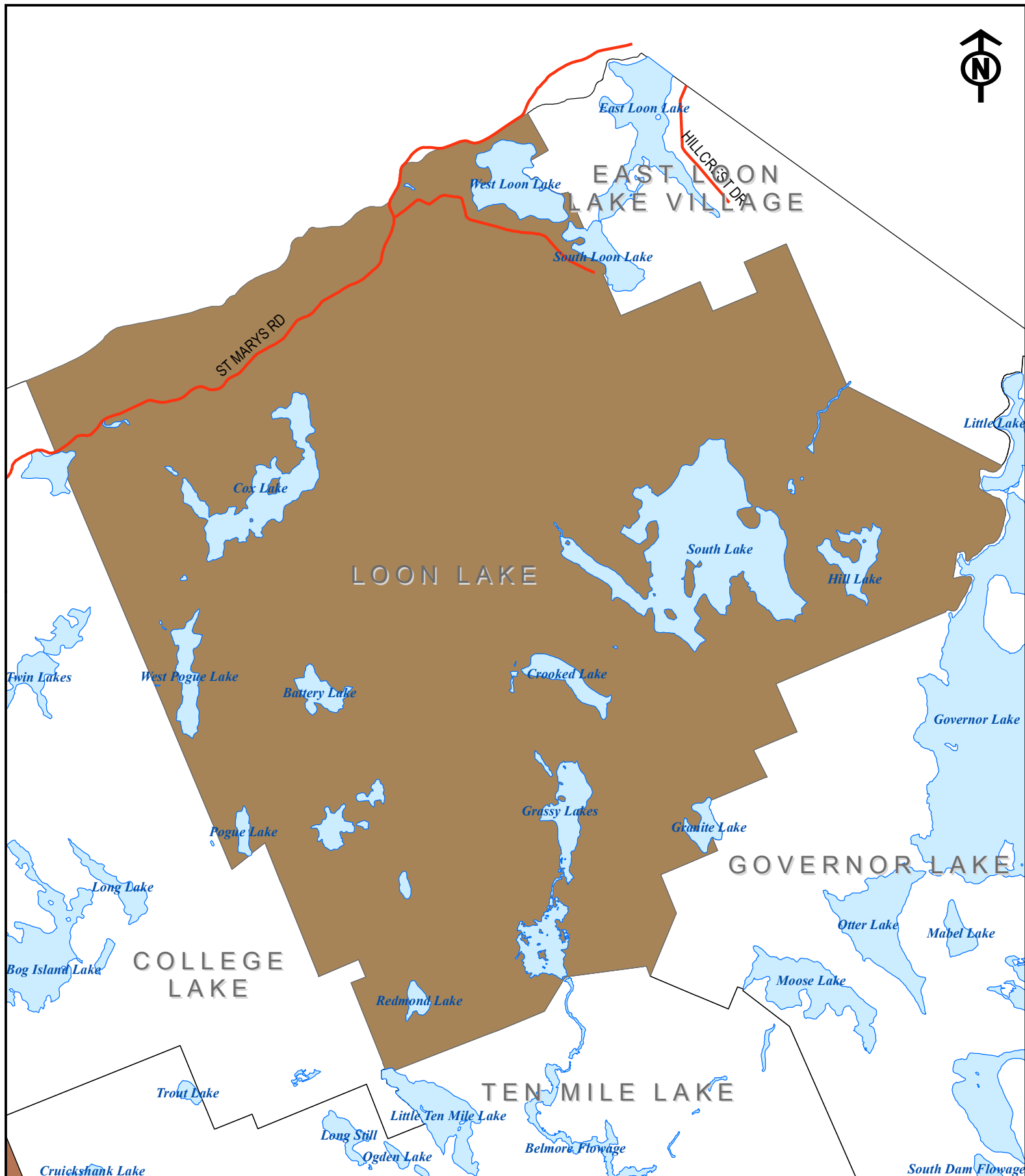
Original Community Boundary
Westphal
April 2011



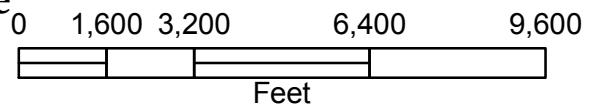


Recommended Community Boundary
Lake Loon and Cherry Brook
April 2011





Community Boundary
Loon Lake changing to West Loon Lake
April 2011



1:42,000

