



Municipality of Dysart et al

135 Maple Ave.,
P.O. Box 389, Haliburton, ON K0M 1S0
705-457-1740
Fax: 705-457-1964
Email: info@dysartet.al.ca

"The Heart of the Highlands"

To: Mayor Fearrey and Members of Council

From: Sue Harrison, Senior Planner, Planning and Land Information Department

Date: March 6, 2018

Re: Proposed Telecommunication Tower – Bell
Agent: CanACRE
Lands of Municipality of Dysart et al
Road Allowance between Lots 20 and 21, Concession 4
Geographic Township of Havelock
Watts Road – Little Kennisis Lake

Recommendation: Staff recommend that Council pass the following resolution:

Be it resolved that Council concurs with the installation of the proposed telecommunications tower (wooden pole) on the unopened road allowance between Lots 20 and 21, Concession 4, Geographic Township of Havelock, 1,000 metres east of the intersection of Watts Road and Little Kennisis Lake Road (Site W7030). It will provide enhanced telecommunications coverage in the area which is essential to promoting public health and safety and supports economic development in Dysart et al. The proposal minimizes the impact to the natural environment by installing the pole on a site where utility infrastructure is already in place and there is existing road access. Council will inform Industry Canada, by resolution that the consultation process met the requirements of the Municipality's Special Policy No. 38

Status:

- Council first reviewed this telecommunications proposal for Watts Road at the January 15, 2018 meeting. CanACRE, who are agents for Bell Mobility Inc., have now completed their review process and requests that the Municipality indicate our position on the project and/or express municipal concerns.

Background:

- The Kennisis Lake area is poorly serviced in terms of telecommunications coverage. Bell Mobility Inc. would like to construct a 27 metre (88.5 feet) tower (wooden pole) on the south side of Watts Road, near the intersection of Watts Road and Kennisis Lake Road.

- The proposed location is on a municipally owned road allowance. Two existing Bell structures are currently located on this road allowance.
- The tower would be a free standing wooden pole and will not require any lighting. (A diagram of the structure is attached to this report).
- Innovation, Science and Economic Development Canada (ISED) (formerly Industry Canada) is the approval authority for telecommunications proposals.
- ISED considered 5 alternative sites before submitting the proposal for development at this site.
- As required by ISED regulations and Municipal Policy No. 38, a public consultation meeting was held on February 10, 2018. The meeting was advertised in the local newspaper and all property owners within 500 metres (1,640 feet) of the proposal site were notified. The meeting was also posted on the websites of Dysart et al and the Kennisis Lake Cottage Owners Association.
- Approximately 35 people were in attendance. CanACRE (on behalf of Bell Mobility Inc.) presented an overview of the proposal, answered questions and received comments.
- There was a diversity of opinions expressed at the meeting.
- Concerns focussed on site selection, the proximity of the pole to residences, potential environmental impacts and perceived health safety issues.
- The majority of participants expressed support for the proposal citing the need for improved telecommunications which would enhance public health and safety, increase personal convenience and enable people to conduct business from Dysart et al.
- In addition to the comments received at the meeting, over 100 written comments were directed to CanACRE throughout the consultation period.
- Approximately 80 % of the comments supported installation of the tower.
- The Municipality adopted Policy No. 38 – *A Policy to Establish a Local Municipal Protocol for the Review of Telecommunication Tower Proposals* in 2014. The Policy is attached to this report.
- Administration of the policy is to address the following objectives:
 - (a) Balance:
 - The need for a reliable and comprehensive telecommunications network:
 - The location and design requirements of the proponent: and,
 - The need to minimize the visual impact of a telecommunication facility.

- (b) Address local land use concerns while respecting federal jurisdiction.
 - (c) Ensure that co-location opportunities for telecommunication facilities are explored and acted upon, where appropriate.
- Staff have reviewed the proposal in the context of the *Site Selection and Design Criteria* established by Policy 38 which are to be considered when designing and siting telecommunications facilities.

Site Selection & Design Criteria	Is the Criteria Met?	Comment
Location in Waterfront Areas discouraged.	√	The municipal road allowance is not zoned. The adjacent lands are zoned as Rural Areas.
Location in Significant Natural Areas discouraged.	√	The municipal road allowance is not zoned but the adjacent lands are not zoned Significant Natural Areas.
Location 1 kilometre from residence encouraged.	X	The site is approximately 100 metres from the closest residence.
Share facilities (co-location), where possible.	√	There are already 2 utilities and an access road at this site. By locating the tower at this location, no new access road is required and there is minimal disruption to the surrounding area.
Towers should be designed to blend with surroundings.	Partially	The tower is 27 metres (88.6 feet) in height. It will be visible above the treeline. Given the topography of the site and the height of the pole, it will not dominate the landscape.
60 metres from public road and screened.	Partially	It would be 25 metres from the public road and will be partially screened by the existing trees and brush between the road and the site.
Lighting	√	No lighting required.

- Staff feels it is important to review the proposal in the context of the overall objectives and the *Site Selection and Design Criteria* in order to balance the site-specific considerations with the broader community objectives.
- The municipal Economic Development Strategy is committed to creating a positive business environment and supporting an innovative economy.
- The objectives of the Dysart et al Official Plan include the promotion of a healthy, liveable and safe community by promoting economic development and competitiveness.

- CanACRE now requests that the Municipality indicate our position on the project and/or express municipal concerns.

Summary: Bell Mobility Inc.

Financial Implications: The Municipality will sign a lease agreement between the Municipality of Dysart et al and Bell Mobility Inc., which will include a fee paid to Dysart et al for the use of the road allowance.

Attachments: The following are attached to this report:

- The key map;
- A diagram of what the tower (wooden pole);
- Policy No. 38;
- Summary of comments at the public consultation meeting;
- Written comments received by CanACRE.
- Letter of Concurrence indicating that CanACRE (agent of Bell Mobility Inc.) met the requirements of the municipal review process outlined in Policy No. 38.

KEY MAP

Telecommunications Tower Proposal

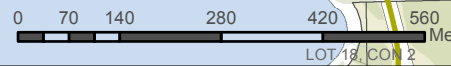
Lands of the Municipality of Dysart et al
Road Allowance Between Lots 20 and 21 in Concession 4
Watts Road - Little Kennis Lake
Geographic Township of Havelock



Date: 1/4/2018

DISCLAIMER: This map is for planning reference purposes only and is not a survey of properties. No representation is made or warranty given as to its content. User assumes all risk of use. The Municipality of Dysart et al assumes no responsibility for any loss resulting from such use. This publication may not be reproduced in any form, in part or in whole, without written permission.

BASE DATA SOURCE: QUEEN'S PRINTER OF ONTARIO
Use of this data does not constitute an endorsement by MNR or the Ontario Government.



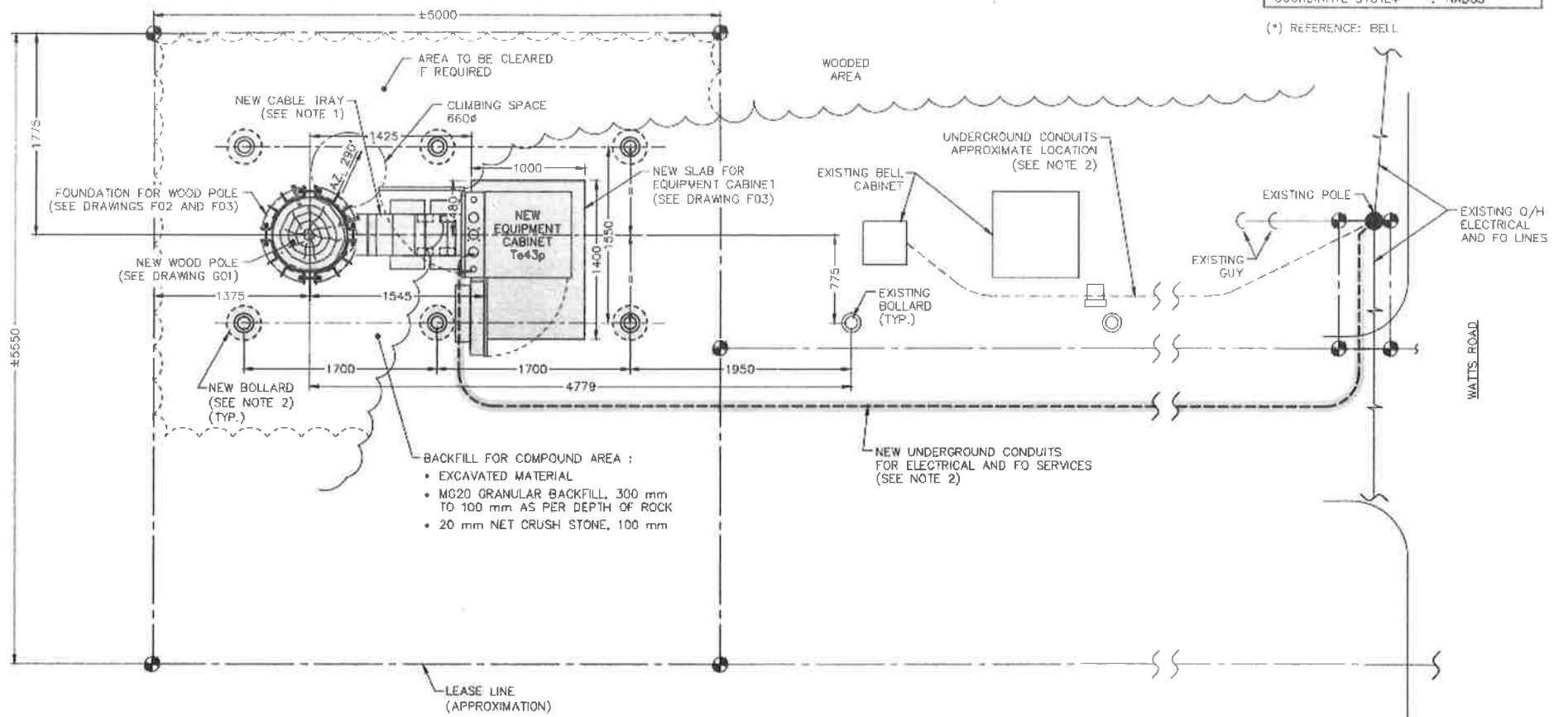
NOTES:

1. PROPOSED CABLE TRAY COMPONENTS :
 - (2) RFM-BM-RRCT-LEGKIT
 - (2) RFM-BM-RRCT-V12-30
 - (1) RFM-BM-RRCT-STR-60 (CUT-DOWN)
2. ALL UNDERGROUND EXISTING CONDUITS SHALL BE LOCATED BEFORE EXCAVATION.

LEGEND:

☐ : SHADED AREAS INDICATE THE NEW ELEMENTS TO BE INSTALLED.

SITE COORDINATES (*)	
ADDRESS :	WATTS ROAD, KENNISIS LAKE, ONTARIO
NORTH LATITUDE :	45° 14' 29,0"
	45,241,396'
WEST LONGITUDE :	76° 35' 32,1"
	75,592,257'
GROUND ELEVATION (MSL):	±378 m
COORDINATE SYSTEM :	NAD83



- BACKFILL FOR COMPOUND AREA :
- EXCAVATED MATERIAL
 - M020 GRANULAR BACKFILL, 300 mm TO 100 mm AS PER DEPTH OF ROCK
 - 20 mm NET CRUSH STONE, 100 mm

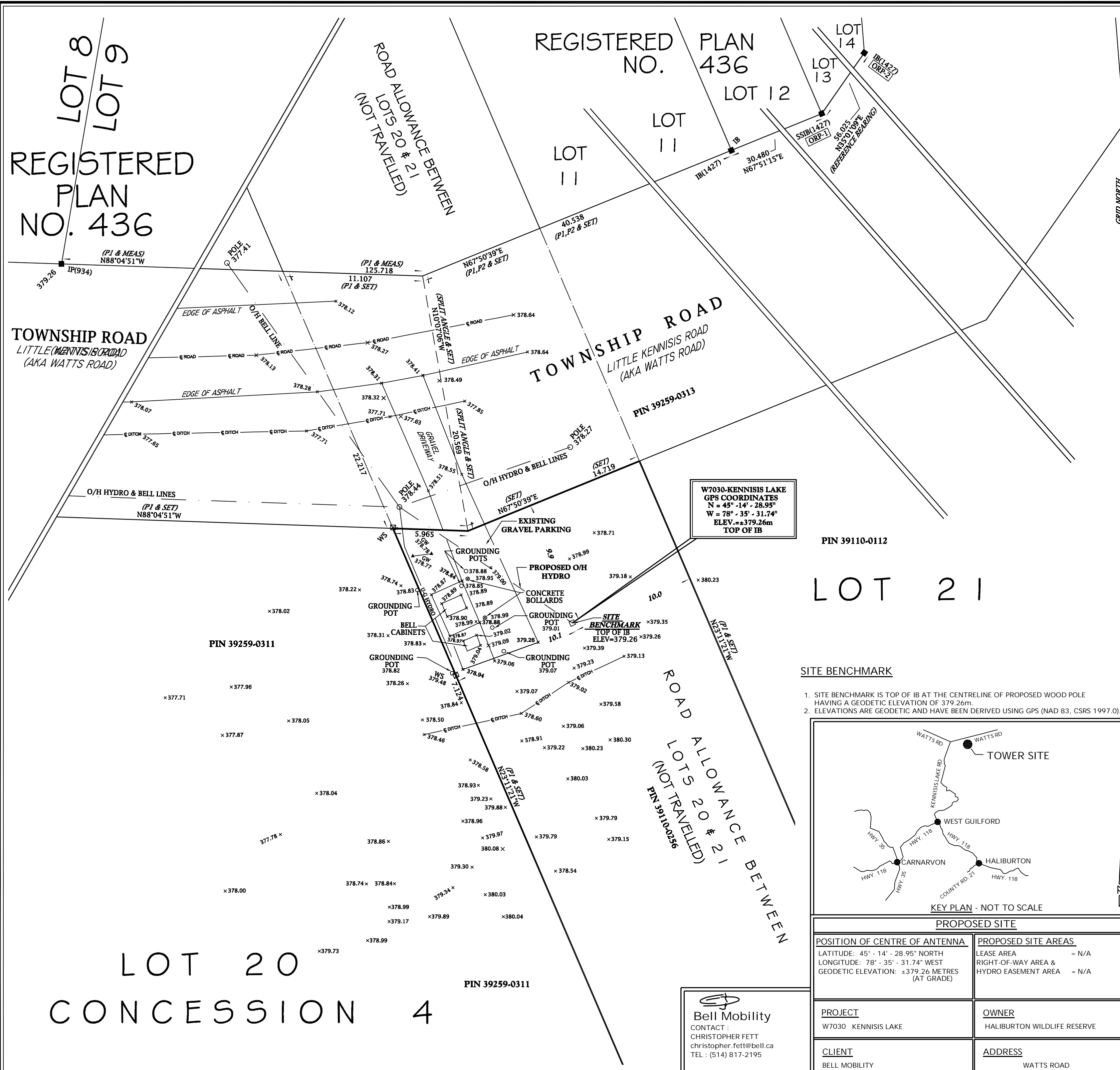
THIS DRAWING IS BASED ON THE INFORMATION SUPPLIED BY BELL. NO SITE VISIT HAS BEEN CARRIED OUT BY PINARGON AND NO LAND SURVEY DRAWING WAS AVAILABLE. THE POSITION OF ALL EXISTING AND NEW ELEMENTS ARE APPROXIMATE.



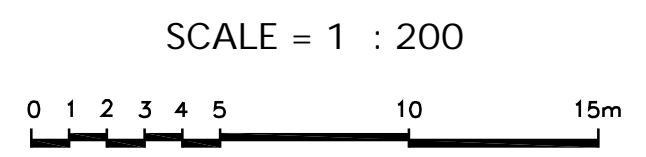
Bell
Pinargon

1690 - 1^{er} Mar. et Bot. St. 2011 Trois-Rivières, Qc. J3E 0G2
Tel. 819 377 4229

REV. No	ISSUED FOR CONSTRUCTION	DATE	D.W.	P.P.
0	ISSUED FOR CONSTRUCTION	2017-06-01	D.D.	P.P.
REV. No	REVISIONS	DATE	D.W.	CRR.
SITE	KENNISIS LAKE, ON		SCALE	1 : 40
CODE	W7030		DATE	2017-06-01
DRAWING TITLE	COMPOUND LAYOUT		DRAWN BY	D.DUPLESSIS
			APPROVED	P.PINEL
			FILE	17052
			DRAWING No.	W7030-F01



SITE PLAN FOR
 PROPOSED 25m WOODEN POLE LOCATION
 "OPTION A"
 PART OF THE ROAD ALLOWANCE
 BETWEEN LOTS 20 & 21
 CONCESSION 4
 GEOGRAPHIC TOWNSHIP OF HAVELOCK
 TOWNSHIP OF DYSART ET AL
 COUNTY OF HALIBURTON



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SURVEY INTEGRATION NOTES:

1. THE INFORMATION PROVIDED ON THIS SURVEY COMPLIES WITH SECTION 14(1) & (2) SUCH THAT THE COORDINATES ARE ACCURATE, AT THE 95% CONFIDENCE LEVEL, TO 1.0 METRES IN REMOTE AREAS.
2. COORDINATES HAVE BEEN DIRECTLY OBSERVED USING GPS:
 - REAL TIME NETWORK (RTN) COORDINATES FROM TOPCON NETWORK
3. DISTANCES ON THIS PLAN ARE HORIZONTAL GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE AVERAGE COMBINED SCALE FACTOR OF 0.99997887.

SURVEY NOTES:

1. BEARINGS ARE UTM GRID DERIVED FROM GPS - PRECISE POINT POSITIONING (PPP) OBSERVATIONS ON MONUMENTS ORP-1 AND ORP-2, HAVING A GRID BEARING OF N35°01'09"E, NAD83 (CSRS 1997.0) AND ARE REFERRED TO THE CENTRAL MERIDIAN IN UTM ZONE 17 (81°W).
2. SHORT STANDARD IRON BAR(S) (SSIB) WERE USED DUE TO INSUFFICIENT OVERBURDEN.
3. DISTANCES AND COORDINATES ILLUSTRATED ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
4. ONSITE SERVICES SHOWN HAVE NOT BEEN LOCATED, THEREFORE SERVICES SHOULD BE CONFIRMED AND LOCATED BEFORE CONSTRUCTION AND/OR DIGGING COMMENCES.
5. CONTRACTOR TO CONTACT UTILITY COMPANIES TO DETERMINE TYPE, LOCATION AND CONFIGURATION OF PROPOSED AND/OR EXISTING SERVICES.

BEARINGS ARE UTM GRID DERIVED FROM GPS - PRECISE POINT POSITIONING (PPP) OBSERVATIONS. FOR BEARING COMPARISONS A ROTATION FACTOR WAS APPLIED TO CONVERT TO UTM BEARINGS, AS NOTED BELOW.

PLAN ID.	BEARING ROTATION	DIRECTION
P1	01°40'21"	COUNTER CLOCKWISE
P2	01°40'21"	COUNTER CLOCKWISE

ALL COORDINATES ARE IN METRES, ARE RELATED TO UTM ZONE 17 (81°W LONGITUDE) NAD83 CSRS AND HAVE A RELATIVE ACCURACY TO MEET THE REQUIREMENTS OF A REMOTE AREA AT A 95% CONFIDENCE LEVEL. OBSERVED REFERENCE POINT (ORP) OR SPECIFIED CONTROL POINT (SCP)

POINT ID.	POINT DESC.	NORTHING (N)	EASTING (E)
ORP #1	SSIB(1427)	5012639.386	689030.403
ORP #2	IB(1427)	5012685.260	689062.548

THE COORDINATE(S) ILLUSTRATED CANNOT, THEMSELVES, BE USED TO RE-ESTABLISH THE CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

LEGEND

- DENOTES PLANTED MONUMENT
- DENOTES FOUND MONUMENT
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- CM DENOTES CONCRETE MONUMENT
- RB DENOTES ROCK BAR
- CC DENOTES CUT CROSS
- IP DENOTES IRON PIPE
- FN DENOTES FIELD NOTES
- P1 DENOTES REGISTERED PLAN NO. 436
- P2 DENOTES PLAN 19R 8861
- WIT DENOTES WITNESS
- x-x- DENOTES FENCE
- DENOTES ROUND
- U/G DENOTES UNDER GROUND
- O/H DENOTES OVER HEAD
- GW DENOTES GUY WIRE
- CONC. DENOTES CONCRETE
- C.L.F. DENOTES CHAIN LINK FENCE
- PWS DENOTES SET WOOD STAKE
- PROP DENOTES PROPOSED

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT.
 2. THE SURVEY WAS COMPLETED ON THE 6TH DAY OF JULY, 2017.

..... 2017,
 W. B. COLLETT
 ONTARIO LAND SURVEYOR

COLLETT SURVEYING LTD.
 ONTARIO LAND SURVEYORS
 SUITE #205, 51 KING ST. E. - BROCKVILLE, ONTARIO - K6V 1A8
 TEL. 613-342-2611 OR 1-800-267-4433
 E-MAIL: ols@collettsurveying.on.ca
 VISIT OUR WEB SITE AT WWW.COLLETTSURVEYING.ON.CA

COMPLETION DATE	PTY. CH.	DRN. BY	FILE NO.
AUGUST 2, 2017	J.G.	M.S.	9276 MSP

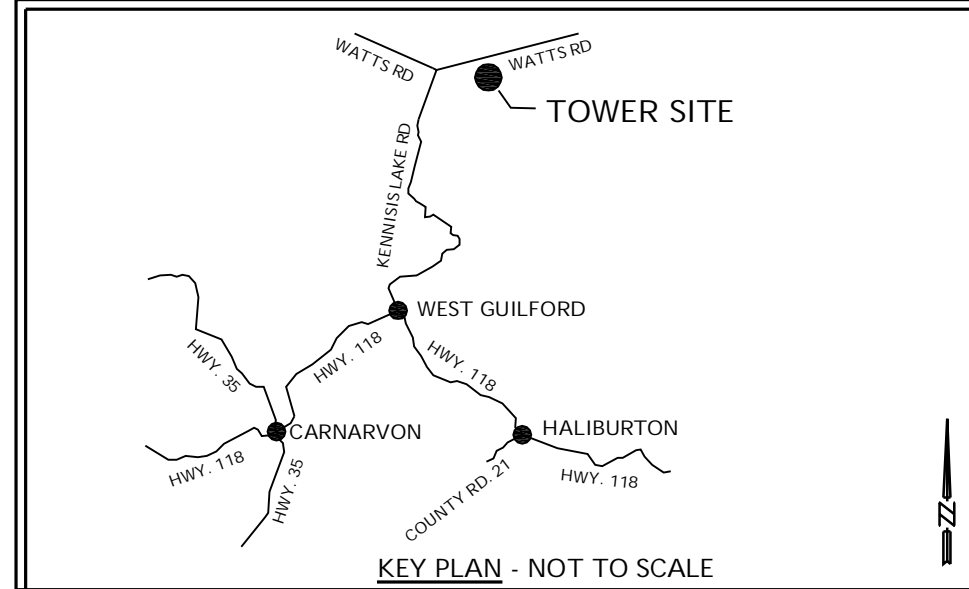
BELL MOBILITY - W7030 - KENNISIS LAKE

**W7030-KENNISIS LAKE
 GPS COORDINATES
 N = 45°-14'-28.95"
 W = 78°-35'-31.74"
 ELEV.=±379.26m
 TOP OF IB**

PIN 39110-0112

SITE BENCHMARK

1. SITE BENCHMARK IS TOP OF IB AT THE CENTRELINE OF PROPOSED WOOD POLE HAVING A GEODETIC ELEVATION OF 379.26m.
2. ELEVATIONS ARE GEODETIC AND HAVE BEEN DERIVED USING GPS (NAD 83, CSRS 1997.0).



PROPOSED SITE	
POSITION OF CENTRE OF ANTENNA LATITUDE: 45°-14'-28.95" NORTH LONGITUDE: 78°-35'-31.74" WEST GEODETIC ELEVATION: ±379.26 METRES (AT GRADE)	PROPOSED SITE AREAS LEASE AREA = N/A RIGHT-OF-WAY AREA & HYDRO EASEMENT AREA = N/A
PROJECT W7030 KENNISIS LAKE	OWNER HALIBURTON WILDLIFE RESERVE
CLIENT BELL MOBILITY	ADDRESS WATTS ROAD

Bell Mobility
 CONTACT :
 CHRISTOPHER FETT
 christopher.fett@bell.ca
 TEL : (514) 817-2195

**LOT 20
 CONCESSION 4**



Jeff Iles
Director of Planning and Land Information

Municipality of Dysart et al
 135 Maple Avenue, PO Box 389
 Haliburton, Ontario K0M 1S0

March 1, 2018

Subject: Bell Mobility – W7030 Kennisis Lake – Consultation Summary

Consultation Summary:

Consultation Response Type	Number of Responses
Positive	54
Neutral	44
Negative	11

Excluding Neutral responses, approximately 83% were positive while the remaining 17% was negative. Neutral responses were approximately 40% of the consultation responses.

Consultation Response Type	Summary of Comments
Positive	<ul style="list-style-type: none"> - Improved service - Ability to have internet - Improved Real Estate values - Safety in emergencies (Accidents, power outages, etc.) - Safety when participating in activities (trails, ATV, snowmobile, biking, etc.) - Minimal visual impact on lake - Design approval (No lighting, wooden pole, etc.) - Cottage rental increase - Stated that the coverage is a practical need - Ability to complete work and communication with Clients from cottages - Increase in download speeds - Fewer dropped calls - Improved service for visitors - Highly anticipated improvement - KLCOA endorsement
Neutral	<ul style="list-style-type: none"> - Location inquiries (i.e. Will my residence receive improved service?) - Proposed coverage area - Tower address - Construction schedule and construction activity visibility - Neighbouring lot dimensions - Pole Details (what is a pole tower, how many antennas, etc.) - Setback distances - Site rationale - Alternate Site options - Strength of emissions

	<ul style="list-style-type: none"> - Different between proposed tower and previously proposed tower - Alternate carrier benefits (Will Rogers customers receive service, etc.) - Payment to Municipality for tower lease - Upload/Download speed - LTE service benefit - Locations of erected wooden pole structures - By-law inquiry regarding height restrictions - Height of trees surrounding the pole - Tower height over tree line - Request for visual simulations - Future tower possibilities - Technology to help boost current service - Monopine design possibility - Proposed installation date - Safety of tower emissions - Antenna additions - Tree clearing (how much tree clearing will commence, will it be visible from the road, etc.) - Fencing of tower
<p>Negative</p>	<ul style="list-style-type: none"> - Meeting timing and location (Why was this scheduled during the poker run, why is this meeting in the winter, etc.) - Decreased Real Estate Values - Health concerns (emission effects, animal health concerns, etc.) - Lack of conformity to Policy No. 38 - Visibility from Watts Road - Visibility from Kennisis Lake - Nuisance issues (sight of tower, construction activities, etc.) - Notification radius too exclusive - Service benefits inadequate - Coverage area inadequate - Design disapproval (requested Monopine design, etc.) - Compensation to land owners who have decreased property values

Public Meeting:

The following issues were raised:

- Health Concerns
- Visibility Concerns
- Coverage Area Concerns
- Potential Woodpecker Damage
- Alternate Site Location – Dump Site

Bell provided Health information and resources (health article links) to the attendees of the meeting. Visibility concerns were addressed by the visual simulations that displayed the low visual impact of the tower. Coverage was thoroughly discussed and rationale was provided as to why the coverage did not completely cover both Little Kennisis Lake and Kennisis Lake. Bell stated that in order to have a tower that

did not require lighting, has minimal visual impact, and addresses coverage concerns, the height had to be proposed at 27m. Therefore, coverage for the whole lake was not feasible. Concerns regarding tower damage was mentioned by a resident who stated that local woodpeckers can destruct wooden poles that are not made of composite. They requested the type of wood being used for the pole. Bell confirmed with their construction team that the wood being used is Red Cedar then informed the resident. Lastly, three residents asked for confirmation of coverage benefits at their residences. Bell confirmed through Bell's Radio Frequency engineer for each property and then informed the residents.

Additionally, an alternate site was proposed at the meeting by several residents. A request was submitted to Bell's Radio Frequency Engineer to investigate the site. A rationale was provided to the resident who inquired about the location, stating that the location was not feasible for various reasons. This rationale was also forwarded to the Kennisis Lake Cottage Owners Association President to distribute through their social media resources so the community could be informed. The rationale was as follows:

1. The proposed dump site location is not optimal with the actual height of the pole. The 27m height would not meet the coverage objective which is the north part of Little Kennisis Lake and the south shore of Kennisis Lake.
2. This proposed dump site location is too close to the existing tower located near Kennisis Lake.
3. To propose a tower at this location, the height of the tower would need to be increased.

Jeff Iles
Director of Planning and Land Information

Municipality of Dysart et al
135 Maple Avenue, PO Box 389
Haliburton, Ontario K0M 1S0

March 1, 2018

Subject: Bell Mobility – W7030 Kennisis Lake – Letter of Concurrence

Dear Jeff Iles,

As you are aware, Bell Mobility is proposing to build a 27-metre wooden pole remote sector antenna to the official position described as follows. Please see the enclosed map for reference.

Latitude, Longitude: 45.241375°, -78.592150°
Address: Watts Roads, Municipality of Dysart et al
Legal Description: RDAL BTN LT 20 AND LT 21 HAVELOCK BTN LITTLE KENNISIS DR
PL436 & RDAL BTN CON 2 AND CON 3 HAVELOCK S/T INTEREST
IN H23090; DYSART ET AL

The proposed tower will meet the telecommunications needs for high quality wireless voice and high-speed wireless internet services in the Kennisis Lake area.

CanACRE Ltd., being an Authorized Agent of Bell Mobility Inc., has followed The Municipality of Dysart et al's *A Policy to Establish a Local Municipal Protocol for the Review of Telecommunication Tower Proposals* (Policy No. 38). All public consultation requirements were satisfied as per the Municipality's protocol.

The residents living within a 500m radius of the proposed tower site, were notified by mail. The Municipality's Councillors and Planning Department were also notified. A notice was placed in the local newspapers (i.e. Haliburton Echo and County Life) to inform the community about the project, and a sign was erected by Bell on the subject property for a period of 31 days. Lastly, a Public Information Meeting was held at the West Guilford Community Centre on February 10, 2018. The following issues were raised:

- Health Concerns
- Visibility Concerns
- Coverage Area Concerns
- Potential Woodpecker Damage
- Alternate Site Location – Dump Site

Bell provided Health information and resources (health article links) to the attendees of the meeting. Visibility concerns were addressed by the visual simulations that displayed the low visual impact of the tower. Coverage was thoroughly discussed and rationale was provided as to why the coverage did not completely cover both Little Kennisis Lake and Kennisis Lake. Bell stated that in order to have a tower that did not require lighting, has minimal visual impact, and addresses coverage concerns, the height had to be kept at a minimum resulting in the proposed 27m tower. Therefore, coverage for the whole lake was not feasible. Concerns regarding tower damage was mentioned by a resident who stated that local woodpeckers can destruct wooden poles that are not made of composite. They requested the type of wood being used for the pole. Bell confirmed with their construction team that the wood being used is Red Cedar and the resident was informed. Lastly, three residents asked for confirmation of coverage benefits at their residences. Bell confirmed through Bell's Radio Frequency engineer for each property and then informed the residents.



Additionally, an alternate site was proposed at the meeting by several residents. A request was submitted to Bell's Radio Frequency Engineer to investigate the site. A rationale was provided to the resident who inquired about the location, stating that the location was not feasible for various reasons including its far distance from Kennisis and Little Kennisis Lakes. This rationale was also forwarded to the Kennisis Lake Cottage Owners Association President to distribute through their social media resources so the community could be informed.

Throughout the consultation process, Bell Mobility was available to all residents who may have had a concern regarding the proposed structure. The records of consultation are provided through a link that has all documentation accessible. Therefore, please accept this letter as a formal request for concurrence.

Please sign on the line indicated below to confirm that you have no further comments or concerns.

Thank you,

A handwritten signature in black ink that reads "Ashley Ligas".

Ashley Ligas
Planner
CanACRE Ltd.
aligas@canacre.com

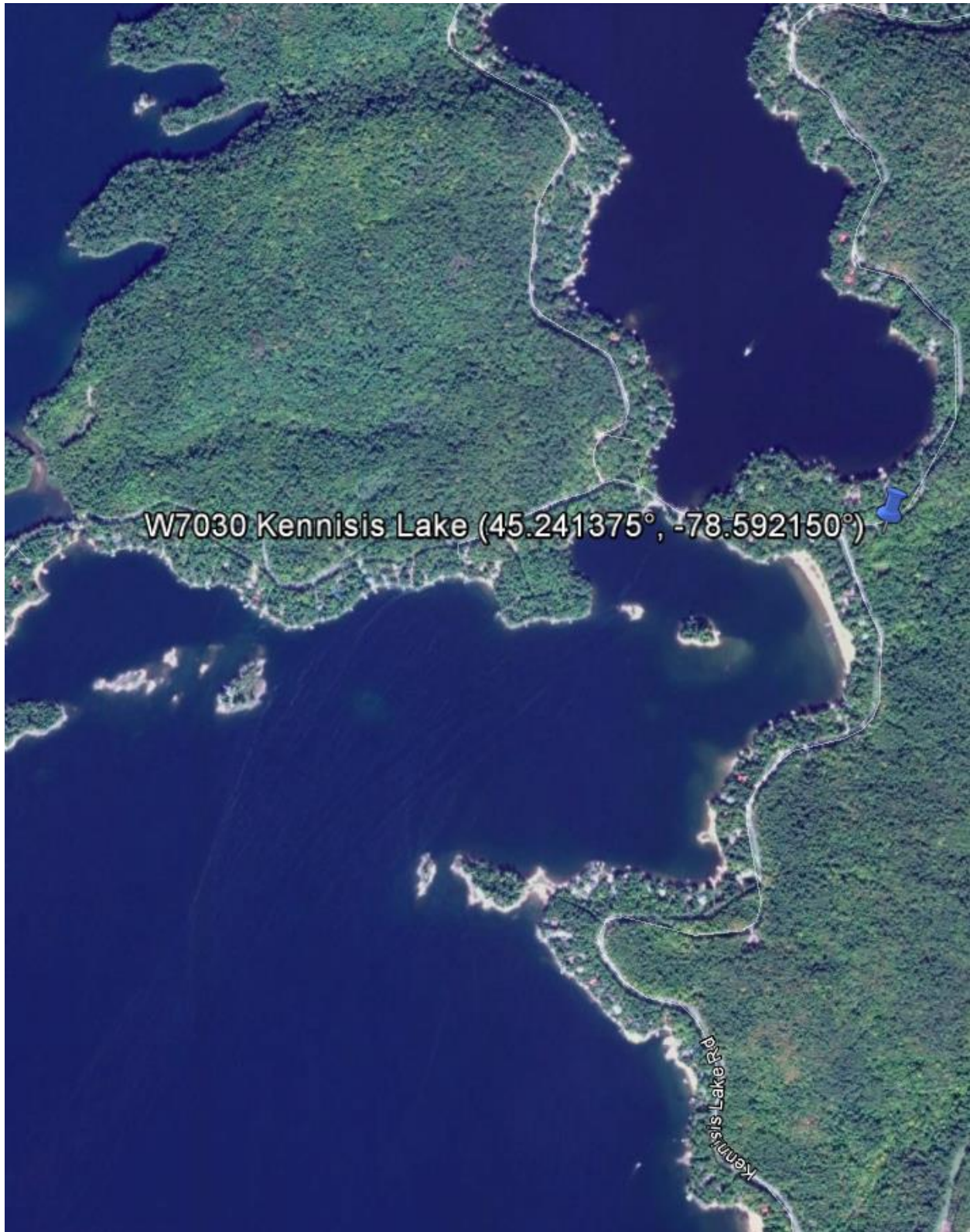
Tel: 416-548-8602 ext. 2165
Fax: 416-352-0707
www.canacre.com

Signature of Designated Official(s) for providing concurrence:

Murray Fearrey
Mayor
Municipality of Dysart et al
mfearrey@dysartetal.ca

Cheryl Coulson
Clerk
Municipality of Dysart et al
ccoulson@dysartetal.ca

W7030 Kennisis Lake Map:





**THE CORPORATION OF THE UNITED TOWNSHIPS OF
DYSART, DUDLEY, HARCOURT, GUILFORD, HARBURN
BRUTON, HAVELOCK, EYRE AND CLYDE**

POLICY NO. 38

**A POLICY TO ESTABLISH A LOCAL MUNICIPAL PROTOCOL FOR THE
REVIEW OF TELECOMMUNICATION TOWER PROPOSALS**

Issued: March 24th, 2014

PURPOSE

The purpose of this policy is to outline the procedure to be followed by applicants wishing to establish or expand telecommunication facilities within the Corporate limits of the Municipality of Dysart et al. This procedure must be followed in order to satisfy the requirements of Industry Canada for the consultation with local land use authorities and the public, prior to approval of an application by Industry Canada to establish or expand telecommunication facilities.

Applications for the installation of telecommunication facilities fall within the jurisdiction of Industry Canada. The Municipality recognizes that it does not have jurisdiction to regulate these facilities under the Planning Act, R.S.O, 1990, c.P.13. Industry Canada has set a minimum standard for the review of and public consultation on proposals to establish or expand telecommunications facilities. However, municipalities can expand upon these minimum criteria and establish a local municipal protocol for the review of such proposals. Where there is a conflict or difference of opinion, Industry Canada remains the sole approval authority.

The Municipality of Dysart et al embraces the core values of preserving the natural environment and resources and maintaining the Municipality's rural and small town character through managed and thoughtful growth. Maintaining and protecting the esthetics values of the community is an important consideration to local land use decisions. The Municipality also recognizes that a good telecommunication network is important for health and safety reasons and to support economic development. These values are embodied in the policies of Dysart et al Official Plan. Due to the potential for land use conflicts, impacts on views and impacts on environmentally sensitive areas, Council chooses to establish a local municipal protocol to address the needs of the Municipality. The municipal protocol is consistent with Industry Canada protocol CPC-2-0-03 but includes additional requirements.

The Municipality of Dysart et al does not support the licensing and installation of new or expanded telecommunication facilities unless the requirements of this policy have been complied with.

SCOPE

This policy applies to all proposals for telecommunication antennas, towers and related structures with the exception of the following:

- (a) Maintenance of existing radio apparatus including antenna systems, transmission lines, masts , towers or other antenna-supporting structure which may include painting or lighting;

- (b) Installation for a limited duration, of an antenna system that is used for a special event, or one used for emergency operations; and/or
- (c) Towers that are less than 15 metres in height, measured from the average grade of the ground surrounding the base of the tower.

ADMINISTRATION OF THE POLICY

This policy will be implemented by the Director of Planning and Development with direction from Council.

Objectives:

This policy will address the following objectives:

- (a) Balance:
 - the need for a reliable and comprehensive telecommunication network;
 - the location and design requirements of the proponent; and
 - the need to minimize the visual impact of a telecommunication facility.
- (b) Address local land use concerns while respecting federal jurisdiction.
- (c) Ensure that co-location opportunities for telecommunication facilities are explored and acted upon where appropriate.

Preliminary Consultation:

The proponent will arrange for preliminary consultation with the Municipality prior to presenting its proposal. Municipal staff will provide the proponent with:

- (a) this policy including the process to be followed and the requirements for public consultation; and
- (b) a list of agencies and associations to be consulted.

The preliminary consultation shall not mark the commencement of the 120 day consultation period required by Industry Canada protocol CPC-2-0-03.

Site Selection and Design Criteria:

The following criteria should be considered when designing and siting telecommunication facilities:

- (a) The location of towers in the *Waterfront Areas* designation and within *Significant Natural Heritage Features*, as shown in the Dysart et al Official Plan, should generally be discouraged. In the *Settlement Area*, facilities should be designed as roof top structures and wherever possible screened or camouflaged. Towers should generally be located a minimum of 1 kilometre from the nearest residence.
- (b) Where possible, facilities should use existing towers or structures and share facilities (co-location).
- (c) Towers and bases should generally be camouflaged or designed to blend with the surroundings. Mono-pole structures are the preferred design style. However, a mono-pole structure should generally be considered where there is no alternative. Tri-pole structures, trellis structure or any antenna supporting structure that requires guy wires are discouraged and should be considered where there are no other reasonable options.
- (d) Proponents are encouraged to protect the natural landscape of the site at all times. Structures are encouraged to be at least 60 metres from the public access road and be screened with a

natural vegetation buffer. Additional planting of native shrubs and trees is encouraged and may be requested by Council.

- (e) With the exception of lighting required by Transport Canada, all outdoor illumination should be environmentally sensitive using full cut-off luminaires, no up-lighting, or have reflectors installed to direct the light downward. Where Transport Canada requires a telecommunication facility to be lit or where lighting is required for security purposes, the lighting should be the minimum number of lights and the lowest illumination allowable.

Submission Requirements:

The proponents shall submit to the Director of Planning and Development 1 hard copy and 1 electronic copy of the documentation described in paragraphs (a) to (f) below, together with the administration fee noted in paragraph (g) below.

- (a) The location of the proposed facility.
- (b) A site plan, drawn to scale, showing:
 - the access road;
 - the proposed site;
 - the proposed vegetation buffer and all landscaping;
 - the proposed setbacks from the existing property lines; and
 - the location of any existing buildings or structures.
- (c) A profile drawing showing the height and the tower type.
- (d) The description of the proposed facility and accessory structures (if applicable).
- (e) Preliminary drawings, illustrating the site development and location of the facility, elevations and surrounding land uses.
- (f) Written documentation from the proponent outlining the steps taken to investigate all non-tower and co-location options and why the selected tower option is, in the opinion of the proponent, the only viable option. If a tower option is considered to be the only viable option, then the proponent is to submit an analysis of other possible sites and the rationale as to why these sites were not acceptable.
- (g) A cheque payable to the Municipality of Dysart et al in the amount of \$500.00, which is the administration fee to process the application.

Public Consultation Process:

The proponent shall organize and facilitate the public consultation process. The public consultation process shall be required for all telecommunication facility proposals.

The Municipality will provide to the proponent a list of the mailing addresses for the properties located within a radius of 500 metres from the proposed tower. The proponent is to use this data for the sole purpose of notifying the land owners of the proposal and for no other reason. The proponent is required to prepare and circulate, by regular mail, a notification package, a minimum of 30 calendar days prior to the public open house to the following:

- (a) the Director of Planning and Development, Municipality of Dysart et al;
- (b) the Clerk of any adjoining municipality within 500 metres of the property boundary; and
- (c) all property owners within 500 metres of the proposed site. The proponent is responsible for obtaining the names and mailing addresses for owners of properties, which are located in a neighbouring municipality and are within 500 metres of the proposed site.

The notification package shall include the following information:

- (a) Notice of the Public Meeting, including the date, time and location of the meeting.
- (b) The name, mailing address, e-mail address and telephone number of the contact person employed by the proponent.

The contact information is not to direct respondents to the Municipality for the purpose of answering questions or submitting a response, as this gives confusing direction to respondents. The notice may suggest that a copy of any responses be sent to the Municipality for information purposes.

- (c) A description of the land and the key map showing the location of the property.
- (d) The physical details of the tower, including the tower style and design, height, colour and lighting requirements.
- (e) When and where additional information regarding the proposal will be obtained.

A 1.2 metre square sign is to be erected along each street bordering the property a minimum of 30 days prior to the advertised public meeting, notifying the public of the proposal to establish a telecommunication facility on the site.

The sign will read:

NAME OF THE APPLICANT HAS PROPOSED
TO LOCATE A TELECOMMUNICATIONS FACILITY, BEING
HEIGHT METRES IN HEIGHT, ON THIS PROPERTY.

PUBLIC COMMENT IS INVITED.

FOR FURTHER INFORMATION, CONTACT:
PROPONENT'S CONTACT INFORMATION

The affidavit, attached as Schedule "A" must be returned to the Municipality prior to the Public Meeting. Failure to do so will result in the need for the Public Meeting to be rescheduled and the proponent to provide further notice.

Once the public comment period is complete and Council has provided its comments to the proponent, the signs on the property shall be removed by the proponent.

Public Meeting:

The following criteria is required for the Public Meeting:

- (a) Notice of the Public meeting shall be placed by the proponent in the local newspaper, which is the Haliburton County Echo.
- (b) The Public Meeting should occur no sooner than 30 days and no later than 40 days from the date that notice was given (ie. advertisements placed in the paper and notices mailed and posted).
- (c) In addition to the details given in the notice of the Public Meeting, the proponent should make available at the Public Meeting, a colour photograph of the subject property (8 ½ " x 14" minimum) with a superimposed image of the proposed tower.
- (d) Within 15 business days following the Public Meeting, the proponent should forward to the Municipality:

- a record of the names and addresses of the attendees;
 - minutes of the Public Meeting to identify the issues and concerns that were raised;
 - a copy of all written correspondence received on the proposal; and
 - a follow-up letter to the Municipality to indicate the proponent's formal response to the concerns raised at the Public Meeting. Should any modification of the proposed structure be required, then further details (ie. revised plans or technical drawings) will be submitted to the Municipality as soon as possible.
- (e) Upon receipt of the above information, Municipal staff will forward a report to the next regularly scheduled Council meeting, where possible, and Council will inform Industry Canada and the proponent, by way of a resolution, whether the consultation process has been completed in compliance with the Municipality's Local Municipal Protocol for the Review Telecommunication Tower Proposals. In addition, the Municipality will also advise the aforementioned parties of its position on the proposed facility by way of a Council resolution indicating concurrence or non-concurrence. If additional Council meetings are necessary to address residents' concerns, the Municipality will notify the proponent accordingly.

It is understood that a resolution indicating non-concurrence with a proposal does not necessarily mean that the proposed telecommunication facility will not proceed. As the approval authority for such installations, Industry Canada will consider both the Municipality's position and Industry Canada installation requirements and issue will its decision using best judgment.

SCHEDULE "A"



I hereby confirm that a 1.2 metre square sign, advertising the proposal to establish a telecommunication facility, has been posted on the property outlined below; was posted for a minimum of 30 days prior to the scheduled Pubic Meeting; and that the sign will not be removed until after the public consulation process is complete.

I understand that failure to comply with the above will mean that proper notice was not given. In that event, the Public Meeting will have to be rescheduled.

Property Location: _____

Name of the Owner: _____

Date of Posting: _____

Signature: _____

(Please Print Name Above)

(Date of Signature)

Please return this form to the Municipality at the address, below as soon as possible:

The Municipality of Dysart et al
P.O. Box 389
Haliburton , Ontario
K0M 1S0
Attention: Director of Planning and Development