



Staff Report

Report Title: Antenna System Siting Review

Prepared By: Michele Barr, Deputy CBO

Department: Building and Planning

Date: Jan. 15, 2024

Report Number: BLDG-2024-01-1

File Number: C11 BLDG 24

Attachments:

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives for information Report BLDG-2024-01-1, as prepared by Michele Barr, Deputy Chief Building Official.

AND FURTHER direct Staff to revoke the designation of the Canadian Radiocommunications Information and Notification Service (CRINS-SINRC) as the representative for the submission of proposed radiocommunications sites for consultation and review within the Township's jurisdiction in accordance with Innovation, Science, Communication Development Canada, Client procedures Circular (CPC) 2-0-03, Issue 6 (July 2022), as amended;

AND FURTHER that the proponent submit required documentation for the Township's Site Plan Process;

AND FURTHER that the entire fee for Telecommunications & Antenna Tower Review, as per the Consolidated Rates and Fees Bylaw be submitted to the Township of Huron Kinloss.

Background:

February 13, 2017 the Township repealed the Telecommunication Tower and Antenna Protocol By-law and authorized the Canadian Radiocommunications Information and Notification Service (CRINS) to process applications for the Township of Huron-Kinloss. By-law 2017-17.

Discussion:

CRINS has notified the Township that they are finding the number of applications challenging and are looking to outsource the workload to an external replacement to their internal staffing. It became apparent that finding a replacement for their internal staff was far more challenging than expected.

Currently there are tower applications for Huron Kinloss waiting in the system and CRINS has been unresponsive. Innovation, Science and Economic Development (ISED) Canada expects that land use consultation will be completed within 120 days from the proponents' initial formal contact.

In order to move applications forward in a timely manner staff are requesting that the Council revoke the designation of the CRINS as the representative for the submission of proposed radiocommunications sites for consultation and review within the Township's jurisdiction in accordance with ISED Canada (CPC) 2-0-03, Issue 6 (July 2022) as amended. The CBO would remain as the Land Use Authority for all consultation.

While the Township of Huron-Kinloss recognizes that ISED Canada is the final approval authority for telecommunications facilities, it is also recognized that ISED Canada directs telecommunication proponents to consult with the local municipality and engage in public consultation prior to erecting any non-exempt telecommunication towers.

Although new telecommunication facilities are not required to obtain site plan approval, the Township's site plan process is an existing process which affords the Township an opportunity to review with internal staff and comment on new telecommunication towers. As part of the process the proponent will be given the 'Interpretation Bulletin' that contains the specific preferred location and siting requirements from the Township's protocols that we want to ensure remain a consideration for the placement of new towers. The proponent will provide the Township with all documentation regarding notices and comments from the public consultation process that has been completed.

Once the Township's site plan process and public consultation as per CPC-2-0-03 has been completed, staff will provide a report to Council for final concurrence.

By reverting to the ISED Canada, CPC-2-0-03 as amended and the Townships site plan process for internal circulation this would allow for new tower applications to proceed.

In the future Council may want to reconsider their membership with CRINS subject to their reorganization efforts.

Financial Impacts:

As per the Consolidated rates and fees by-law however the full fee would remain with the Township of Huron-Kinloss.

Strategic Alignment / Link:

We are an accessible community that offers opportunities for everyone by being open and transparent.

Respectfully Submitted By:

Michele Barr

Report Approved By:

Mary Rose Walden, Chief Administrative Officer