

Summary of proposed changes to Council Policy **CP2018-014**
Telecommunications and Antenna System Siting Policy for
discussion at Senior Management Team (SMT) Meeting October 15, 2025

Council last revised the Policy on September 27, 2022 (CR2022-348). The current work proposes to further update the Policy through the following revisions:

1. Decision Authority

- i. [Categorize proposals only as contested or non-contested](#), and no longer categorize as contentious and non-contentious. All applications are at the discretion of the Director of Development Services; Director to determine which applications receive a Director Decision, and which applications receive a Council Decision.
- ii. [Clarify nature of public concerns that trigger a contested process](#) to ensure that only relevant concerns identified by ISED Canada are being considered contested. Non-relevant public concerns do not activate a contested process by default if unresolved.

2. Changes to Public Notice

- i. [Post public notice on City website](#) by proponents in coordination with CAM, in addition to current newspaper requirements.
- ii. [Post public notice sign on property](#) at proponent's expense. Include requirements for information display on sign with default sign format. This will be done in collaboration with CAM to guide template, graphics, etc.
- iii. [Add property address to mailed public notice](#) where a structure (dwelling) is present, to ensure that tenants, in addition to land owners, are informed of the proposal.
- iv. [File public comments through DS-Planning \(\[planningadmin@kawarthalakes.ca\]\(mailto:planningadmin@kawarthalakes.ca\)\)](#) per updated direction on public notice, and not through the proponent. Staff are trained on process for addressing comments. Staff forward comments to the proponent.

3. Policy Updates

- i. [Ensure accuracy and relevancy](#) with Innovation, Science, and Economic Development Canada's (ISED) applicable legislation references (CPC 2-0-03).
- ii. [Emphasize preference for co-location](#) of proposals. Elaborate staff role for addressing questions on co-location potential in Kawartha Lakes.
- iii. [Public Notice](#) is to be circulated by the proponent. The circulation list is prepared by staff and included in the Final Telecom Preconsultation report.
- iv. [The proponent's Concurrence Letter Request application package](#) is to include the proponent's Declaration that all information provided is true, and that they circulated public notice to required recipients. The package is to include a checklist of submission requirements flagged in the Final Telecom Preconsultation report.
- v. [The proponent's Public Consultation Summary](#) is to include all original public comments. Staff need to be aware of how the proponent addressed public concerns deemed to be non-relevant by ISED.
- vi. [Clarify siting restrictions](#) - telecom facilities are not permitted within the Natural Heritage System. Clarify requirements for proposed towers adjacent to the Natural Heritage System.
- vii. [Clerical updates](#) - add section numbers, ordering and term references.

4. New Provisions

- i. [Add criteria to rescind a telecom concurrence](#) as a result of misrepresentation, failure to disclose all pertinent information, and/or failure to comply with plans or Development Agreement.
- ii. [Add direction for Redundant Antenna Systems](#) including whether they are still needed; provided Telecom Carriers concur with redundancy, that infrastructure is to be removed within two (2) years of issuance.
- iii. [Clarify Exemption process](#) - The proponent's exemption letter is to include information regarding all telecom facilities constructed, to increase knowledge and awareness.