



## Report of the General Manager

### Housing York Inc. Telecommunications Policy Update

#### Recommendation

The Housing York Inc. (HYI) Board adopt the York Region policy for Telecommunications Installations on Regional Property, and its associated fee schedule (Attachment 1), to replace the 2010 Communications Installations Policy for HYI properties.

#### Summary

In [March 2010](#), the HYI Board approved a Communications Installation Policy for HYI properties, based on the Region's policy at the time. In [September 2018](#), Regional Council approved an updated policy and fee schedule for installing third party telecommunications equipment on buildings, lands and facilities owned by the Region and/or HYI (the Telecommunications Policy). This report recommends the HYI Board adopt the updated Regional Telecommunications Policy to replace its 2010 policy.

#### Background

##### **In 2010, the HYI Board approved a telecommunications policy that mirrored the Region's Policy**

HYI's policy set a fee structure for communications licenses on HYI properties consistent with the structure adopted by the Region, and the Region's form of licencing agreement. At that time, there were two agreements for antenna installations on HYI building roof tops. Since 2010, telecommunications towers have been installed on three additional HYI properties.

##### **The Region updated the Telecommunications Policy to respond to emerging technologies and industry changes**

Rapid growth in the use of cell phones and other wireless devices, emerging technologies and changes in the telecommunications industry prompted a review of the Region's Telecommunications Policy. Changes were needed to address:

- Different types of telecommunications equipment and technology
- Industry changes, including new telecommunications business models
- Revised fee structures that reflect industry best practices
- Limiting proliferation of telecommunications towers across the Region

The Region retained a consultant to review its policy and engaged in an extensive consultation process that included internal stakeholders, HYI staff, public sector partners and private sector telecommunications companies. The resulting Telecommunications Policy provides a balanced approach in licence agreement terms, and a fee structure designed to encourage private sector telecommunications companies to invest in York Region.

## **Analysis**

### **The Region and HYI work together to coordinate telecommunication tower agreements**

Having a unified approach for the Region and HYI promotes a one window access point in Corporate Services and simplifies the application process for third parties as follows:

- The Region manages the application process and contractual arrangements
- HYI works with the telecommunications companies to assess the site's suitability for a tower and, if approved, installation. HYI suggests changes to tower locations as needed to minimize visual impact, coordinate installation of cellular towers on the building, and provide access to the building for repair and upgrades.
- Once the Region and HYI have confirmed suitability of the installation, the signing authority for HYI licence agreements for telecommunications is the General Manager for HYI, using the Region's approved form of agreement.

## **Financial Considerations**

### **Telecommunication towers generate revenue for Housing York**

Tower licence fees contribute to HYI's revenues. Towers have been installed on five HYI properties, generating 2018 revenues of approximately \$130,000 in total.

Two additional tower installation applications are in progress:

- An application process for an additional tower at Orchard Heights is nearing completion, with installation expected in late 2019. Once installed, the associated annual revenues will be \$23,175.
- The Region is in the preliminary stages of assessing an application to install a telecommunications tower at Mapleglen Residences, 2185 Major Mackenzie Drive, in the City of Vaughan. The revenue potential for this installation, if approved, has not yet been finalized.

## **Local Impact**

### **Towers are currently installed on HYI buildings in four municipalities**

The following buildings have telecommunications towers installed on the roof:

- Fairy Lake Gardens, 468 Eagle Street, Town of Newmarket
- Orchard Heights Place, 57 Orchard Heights, Town of Aurora
- Pineview Terrace, 190 Church Street, Town of Georgina

- Founders Place, 540 Timothy Street, Town of Newmarket
- Mackenzie Green, 145 Essex Avenue, City of Richmond Hill

## Conclusion

### **Adopting the Region's Telecommunications Policy and associated fee schedule aligns HYI with Regional processes and the terms of the Telecommunications Policy**

HYI works closely with the Region to assess opportunities to generate revenue from roof-top telecommunication tower installations. Adopting the Region's policy will permit the current one-window access for telecommunications companies to continue, will ensure consistent standards are applied, and will update the fees. This report recommends the HYI Board adopt the Region's 2018 policy to replace the 2010 HYI policy.

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For more information on this report, please contact Kerry Hobbs, Director Housing Operations at 1-877-464-9675 ext. 72071. Accessible formats or communication supports are available upon request.

Recommended by: Rick Farrell  
General Manager, Housing York Inc.

Approved for Submission: Katherine Chislett  
President, Housing York Inc.

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