



# *TOWN OF THREE HILLS*

## **POLICY # 890**

### **WATER TOWER COMMUNICATIONS POLICY**

**Adopted By Council on:**            **April 12, 2021**  
**Resolution No:**                    **092-2021**

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#### **1. PURPOSE**

- 1.1        The purpose of this policy is to set out the monthly fee associated with the use of space for communication equipment on the Town of Three Hills Water Tower.

#### **2. AUTHORITY**

- 2.1        The authority for this policy is by resolution of the Council of the Town of Three Hills.
- 2.2        The CAO is accountable and responsible for the development and implementation of this policy.
- 2.3        The CAO reserves the right to exercise appropriate managerial judgement to take such actions as may be necessary to achieve the intent of this policy.
- 2.4        The CAO reserves the right to vary from the guidelines outlined in this policy to address unusual circumstances on a case by case basis.

#### **3. DEFINITIONS**

- 3.1        Whenever the singular masculine gender is used in this policy, the same shall include the feminine and neutral gender whenever context requires.
- 3.2        In this policy, unless the context otherwise requires:
  - 3.2.1      “CAO” shall mean Chief Administrative Officer for the Town of Three Hills or his designate;
  - 3.2.2      “Council” shall mean the body of elected representatives who govern the Town of Three Hills;
  - 3.2.3      “Employee” shall mean an individual employed by the Town;

- 3.2.4 “Town” shall mean the Town of Three Hills.
- 3.2.5 “Water Tower” shall mean the physical structure located on legal lands described as Block 15, Plan 4304AH within the Town of Three Hills boundary.
- 3.2.6 “Water Tower Service Building” shall mean the structure located at the base of the Three Hills Water Tower.

#### **4. POLICY GUIDELINES**

##### **4.1 General**

- 4.1.1 The Town of Three Hills Council understands the need for interested parties to use the Water Tower for communication infrastructure.
- 4.1.2 The cost associated with placing equipment on the water tower shall be \$100.00 per month per communication antenna. Should the business/individual need to house equipment within the Water Tower service building the cost shall be \$150.00 per month per communication antenna.

##### **4.2 Requirements**

- 4.2.1 Any interested parties who wish to install equipment on the Water Tower must enter into an agreement with the Town prior to install. The agreement will be signed by the CAO and/or his designate.
- 4.2.2 All installations must be completed by authorized personal who are certified to climb the Water Tower. This will be at the expense of the installer.
- 4.2.3 All serial numbers of the equipment must be provided to the Town as well as all equipment must be marked with the owner’s information.
- 4.2.4 All interest parties must meet with Town Administration and present a plan for what the communication equipment is to be use for.

##### **4.3 Conditions**

- 4.3.1 All interested parties must follow all Health and Safety protocols including completing a Town Hazzard Assessment prior to any installation of equipment.
- 4.3.2 All interested parties must maintain a public liability insurance policy, in the minimum of \$2,000,000.00, in respect of any personal injury or property damage that may arise. The Town of Three Hills must be added as an additional insured on the policy.
- 4.3.3 All agreements shall be a maximum of three years with the possibility of extension if agreed by both parties.

- 4.3.4 At then end of the agreement, all equipment must be removed from the Water Tower and the Water Tower service building at the expense of the interested party.

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