

POLICY NO:	PS 005
POLICY TITLE:	TOWER RENTAL
DEPARTMENT:	PROTECTIVE SERVICES
APPROVAL DATE:	25-11-05 (November 8, 2005)
REVISION DATE:	12-01-06; 88-01-09; 85-06-15 (June 23, 2015)
REVIEW DATE:	

Background:

The communication towers have been constructed primarily for the purpose of providing 9-1-1 services to our ratepayers as well as Fire Protection in cooperation with our Mutual Aid partners. We have received requests from individual companies to lease space on our towers and the County needs a rationale for making decisions relative to such requests.

Objective:

To identify principles that could guide the County of Vermilion River in deciding which companies, if any, might be able to lease tower space in a manner which would be compatible with County interests.

Principles:

1. Tower Space Availability – The attached checklist will help with identification of available space available on towers and establishment of criteria to determine which companies would qualify.

	Negative	Neutral	Positive
Security Risk			
Interference Risk			
Service to Ratepayers			
Compensation to CVR			
Liability Risk			
Comprehensive Coverage			
Exclusivity			
First Come First Serve			
Space Availability			
Totals			

2. Security – It is imperative that the security of tower operation not be compromised by lease of space to non-county agencies. Lessees will be allowed access to the towers if they notify

the County prior to any site visit and if they have an approved list of representatives and/or an approved third party maintenance company filed with the County. Any costs incurred by the County or by the approved maintenance company for tower site visits will be at the lessee's expense.

3. Interference – It is important that the operation of electronic devices by non-county agencies not interfere with the transmission of “primary purpose” signals. Any devices that are placed on the County's towers that interfere with County transmission will be removed/disconnected immediately (24 hours) at the lessee's expense. Maintenance to the towers is only to be done by the Counties approved company. Any requests by the lessee to access or to have maintenance done to the towers will be at the expense of the lessee. If an engineering study needs to be done to ensure the integrity of the tower that the cost associated will be the responsibility of the lessee.
4. Service to Ratepayers – Historically the County has been most open to rental of tower space to agencies that provide services that may be beneficial to CVR ratepayers. It is considered of “general public benefit to a large part of the County” if the company provides at one of the following:
 - a. it provides one or more Fire Departments with service
 - b. it provides enhanced internet service to the County for rural ratepayers
5. Compensation to the County – The rate of rental for tower space as specified by County Fee Bylaw. There will be no refund of lease fees in the event of contract cancellation.
6. Liability – Any agreement with the lessee should absolve the County of any liability
7. Comprehensive Coverage w/County – Preference will be given to agencies, which deliver communication services, which are as much as possible, geographically available throughout the County
8. Exclusivity – The County will not enter into contractual arrangements which would give any one-company service provision exclusivity unless that is deemed to be in the best interest of County ratepayers
9. First Come-First Served – The allocation of available tower space should be granted on the basis of this principle
10. Termination of Agreement – If non-county agency equipment causes interference with primary use communication, the County of Vermilion River may terminate this agreement by providing one-month advance notice in writing. The lessee may also terminate this agreement with a one-month notice in writing.
11. Review – both parties will review the conditions of this agreement 2 every year.