CORPORATION OF THE TOWNSHIP OF MCKELLAR

September 19, 2025 – 6:30 p.m.

AGENDA

Topic: Special Meeting of Council
Time: September 19, 2025, 6:30 P.M.
Location: Council Chambers, 701 Highway 124, McKellar, ON P0G 1C0

Join Zoom Meeting

https://us06web.zoom.us/j/81443764771

Dial by your location	**25-415**	**1st Resolution**
+1 647 374 4685 Canada	**2025-51**	**1st By-law**
+1 647 558 0588 Canada		

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**
4. **ADOPTION OF AGENDA**
5. **CLOSED SESSION**
6. **CALL TO ORDER**
7. **RESPECT AND ACKNOWLEDGMENT DECLARATION**
   In the spirit of reconciliation and co-operation, we wish to acknowledge that the land on which we gather is the traditional territory of the Anishinaabe and Mississauga people. Its boundaries fall within the Robinson-Huron Treaty of 1850 and the Williams Treaty of 1923. We are grateful to live here and we thank all the generations of people who have taken care of this land for thousands of years. To honour the suffering of Indigenous people and the love and wisdom they have carried for thousands of years, we pledge to work in community and harmony with each other and the environment we inhabit and work towards Truth and Reconciliation.
8. **ROLL CALL - REGULAR SESSION 6:30pm (Public can join via Zoom)**
9. **DECLARATIONS OF PECUNIARY AND/OR PERSONAL INTEREST AND GENERAL NATURE THEREOF**

10. PUBLIC MEETING

10.1 New Telecommunications Tower

11. DELEGATIONS AND PRESENTATIONS

12. COMMITTEE OF THE WHOLE

13. MOTION TO REVIEW A PREVIOUS MOTION

14. ADOPTION OF MINUTES OF PREVIOUS MEETING(S)

15. PLANNING MATTERS

16. COMMITTEE/BOARD MINUTES WITH RECOMMENDATIONS FOR APPROVAL

17. STAFF REPORTS WITH RECOMMENDATIONS FOR APPROVAL

18. MAYOR'S REPORT

19. CORRESPONDENCE FOR CONSIDERATION

20. MOTION AND NOTICE OF MOTION

21. BY-LAWS

22. UNFINISHED BUSINESS

23. NEW BUSINESS

24. PUBLIC NOTICES, ANNOUNCEMENTS, INQUIRIES AND REPORTS BY COUNCIL MEMBERS

25. CONSENT AGENDA – CORRESPONDENCE

26. QUESTION/COMMENT PERIOD (RELATED TO ITEMS ON AGENDA)

27. CONFIRMING BY-LAW

27.1 By-law 2025-51 - Confirming the Proceedings of Council

28. ADJOURNMENT

Instructions for Joining the Council Meeting

1. Please try to sign in between 6:20 p.m. to 6:30 p.m. if possible; you are still welcome to sign in after 6:30 p.m. if necessary.

2. Please wait to be let in the ‘meeting room’; this won’t take long.

3. Please have your mic and video on mute unless you are speaking; this ensures there are no distractions or background noise to disrupt the meeting.

4. When you sign in, please sign in with your full name (first and last), not a company name.

5. A question-and-answer opportunity will be available at the end of the meeting, as per normal protocol, or during the Public Meeting.

6. If you have permission to speak please identify yourself (first and last name).

7. Please respect meeting protocol and do not interrupt the meeting. The Municipality reserves the right to remove attendees who are disruptive or disrespect meeting protocol.

LAWRENCE, FLEMMING & ASSOCIATES LIMITED
Consulting Engineers

9 – 6975 Meadowvale Town Centre Circle, #340 **Tel. (905) 565-1447**
Mississauga, Ontario L5N-2V7 **Email: lfal@pathcom.com**

GEOTECHNICAL INVESTIGATION REPORT
PROPOSED 60.96 m SELF SUPPORT TOWER
#13 LEES ROAD,
McKELLAR, ONTARIO

For

MAXTOWER COMPANY LIMITED
Branford, Ontario

By

LAWRENCE, FLEMMING AND ASSOCIATES LIMITED
Consulting Engineers
Mississauga, Ontario

Dist. 3- Client **Ref. 225086**
1 - File **September 8, 2025**

TABLE OF CONTENTS

Ref. 225086
September 8, 2024

Maxtower Company Limited
5 Edmondson Street, P.O. Box 277
Brantford, Ontario
N3T 5M8

Attention: Mr. Robert Derks

Re: Geotechnical Investigation Report
Proposed 60.96 m Self Support Tower
#13 Lees Road, McKellar, ON

Dear Sir:

As requested, a geotechnical investigation was carried out for the proposed self support tower location. Our findings and recommendations with regard to design of foundations and construction procedures are discussed in this report. This report is prepared in metric units.

1.0 SITE LOCATION

The proposed tower site is located within the premises of the McKellar Transfer Station, at #13 Lees Road, which is on the south side of the road, at Centre Road, to southeast of McKellar, Ontario. The proposed tower compound is to be located near the edge of an abandoned section of road, which previously formed the north-bound entrance to the McKellar Transfer Station. There are tress to the east of the proposed tower compound, between the old road and the transfer station. The ground surface within the proposed tower compound is relatively flat. The location of the proposed tower compound was shown to us on site by a representative of Maxtower, at the time of our field investigation.

2.0 GEOTECHNICAL FIELD EXPLORATION

The field investigation was carried out on August 28, 2025 under the direct supervision of a staff geotechnical technician.

An exploratory borehole was advanced within the area of the proposed tower compound location, using a track-mounted rotary drill rig. As bedrock was encountered at a very shallow depth, diamond coring of the bedrock was carried out, using Nq core barrel size, below about 0.4 m depth. A total of about of 4.6 m of bedrock was cored. The cores were examined and the Core Recovery and Rock Quality Designation (RQD) calculated. The latter is a measure of the rock quality and records lengths of intact rock exceeding 100 mm in length. Rock samples were inspected in the field for classification and representative samples were returned to our office for storage. These samples will be stored for a period of three (3) months after which time they will be discarded unless we are advised otherwise. Following completion, the borehole was sealed using bentonite pellets.

Water conditions were observed during the course of drilling and after completion of the borehole. Bedrock coring operations however utilize water as drilling fluid and therefore groundwater observations were somewhat obscured after commencement of rock coring. The water table was inferred from observations during borehole advancement, monitoring of the open borehole after completion of diamond coring and from general site observations.

For our borehole location, with relation to the existing terrain features, please refer to our Borehole Location Plan attached to this report as Enclosure No.1.

3.0 SUB-SURFACE CONDITIONS

Detailed Engineering Data Sheets for the borehole showing the soil and rock types, core recovery, RQD, and water conditions are provided in this report as Enclosure No. 2.

At the borehole location, there is about 75 mm of asphalt fragments overlying a layer of granular fill and bedrock. The granular fill (old road base) generally consists of brown fine to medium sand with some gravel. The granular fill is moist and loose to compact in density. The underlying bedrock is a grey metamorphic rock. The rock core recovery was 100% for the three core runs that were completed. The RQD was about 88% for the 1st Core Run, and 93% to 94% for the 2nd and 3rd Core Runs. Together with visual observations during rock coring and examination of the rock cores, this indicates rock of generally good to excellent quality. The retrieved bedrock cores are shown on the attached photograph (Enclosure No. 3). Furthermore, as based on visual observations and probing with augurs down to bedrock surface, the depth to bedrock surface varies from about 0.3 m to 0.6 m, throughout the proposed tower compound location.

As mentioned earlier, groundwater observations were obscured after commencement of rock coring (as coring operations utilize water as drilling fluid). For design purposes, considering the site location within relatively high terrain and presence of excellent quality metamorphic bedrock, the long-term water table was however inferred to be below depths investigated.

4.0 GEOTECHNICAL DISCUSSION

We understand that the proposed structure will be a self support tower, supported on three legs and 60.96 m in height. According to the preliminary tower profile prepared by Maxtower Company Limited, we understand that the proposed leg spacing is to be 3,962 mm. We further understand that, according to a preliminary foundation design, the tower legs are to be supported on individual round piers, which are then anchored into the underlying bedrock using four rock anchors per each tower leg (Williams R1J rock bolts). The bolts are to be 3,658 mm long (below rock surface). In such a case, the requirement for uplift resistance due to overturning forces controls the design of the foundations. The Rock Design Parameters are given in Table I, for Limit State Design. Appropriate resistance factors should be applied to the vertical and lateral rock parameters, as per CSA-S37-24.

4.1 Rock Anchors Under Each Tower Leg

Mechanical rock bolt assemblies under each tower leg should be considered for this site. For rock anchor installation, it is recommended that the tower piers be founded on the surface of relatively sound bedrock. Based on our observations during borehole advancement and examination of the retrieved rock cores, it is recommended that the tower pier be founded at (or very close to) the currently present bedrock surface. Any upper poor quality weathered rock should be however removed prior to foundation installation. A powerful rock-breaker or a jackhammer should be used for the purpose of rock removal. The amount of upper rock that requires removal at each tower leg location should be confirmed in the field by inspection during excavation. Should locally greater amounts of upper rock need to be removed, the grades could be brought up to the design level using high strength concrete. Rock quality should also be confirmed during drilling for anchor holes. Should a zone of locally weaker rock be encountered at the proposed anchor head depth, slightly greater embedment depths may also be required. In such a case, an extension to the anchor bar would have to be provided. Contingency should therefore be made for such an eventuality.

It is also recommended that the tower legs be located away from any sharp rock surface drop-offs, vertical joints or crevices which would be visible on the final rock surface, following removal of the overburden soil and the upper bedrock. The tower legs should be located at least 1.2 m away from the edges of surface drop-offs and/or vertical joints/crevices. Such determination will have to made in the field, once the overburden layer and the upper bedrock is completely removed from the tower leg locations and the tower location is laid out. Slight rotation, or a shift of the tower location may then have to be carried out. Any differences in elevations between the three tower leg locations should be then adjusted by varying the heights of the piers, once the final leg locations are established and rock surface elevations at each location are accurately determined.

The anchors should be proof loaded to ensure full anchor capacity from the mechanical locking device (or from the grout plug), with the hole then grouted to provide protection of the rock bolt. Sufficient spacing of the rock anchors should also be provided to ensure a relatively large cone is available for uplift resistance and the influence of vertical fracturing minimized. Some water inflow

into the holes may occur from fractured zones, which may be encountered within the bedrock, at depth. Grouting of anchor holes should be carried out using a tremie pump, from the bottom of the anchor holes. Some leveling of the final rock surfaces prior to proof-loading of the anchor bolts should be carried out. A levelling pad should be provided for such purpose. Under no circumstances, should proof-loading be carried out where surface below the keyhole plate is not level.

An uplift cone of 90 degrees apex angle should be used, ignoring the shear on the surface of the cone. The compressive strength of the bedrock is inferred to be 60 MPa. A conservative bearing resistance at Ultimate Limit State (ULS) of 5 MPa (unfactored) is recommended for foundations on top of sound rock surface. Appropriate bearing resistance factors should be applied.

4.2 Equipment Shelter Foundations

The equipment shelter and wave guide bridge should also be founded on sound bedrock. The foundations should be dowelled into the bedrock. The bearing resistance at Ultimate Limit State (ULS) of 5 MPa is recommended for equipment shelter and wave guide foundations on top of sound rock surface. Appropriate bearing resistance factors should be applied. The depth to bedrock surface is expected to vary slightly across the shelter footprint and provision should be made for variable depths to sound rock surface.

As an alternative, if the shelter and cable connections can tolerate some minor seasonal vertical movements, a lightly loaded equipment shelter can be supported on a reinforced concrete slab founded on non-frost susceptible granular material with a net load distribution of 25 kPa or less. The reinforced concrete slab should be founded on at least 300 mm of non-frost susceptible granular material such as OPSS Granular "A". For this purpose, the existing subsoil should be removed down to bedrock surface. Material which conforms to the OPSS Granular "A" specifications should then be used for construction of the granular pad below the reinforced concrete slab. The granular fill should be placed in thin lifts (150 mm in thickness) and compacted to a minimum of 95% Standard Proctor Maximum Dry Density (SPMDD).

4.3 Tower Compound Area

Construction of the tower compound area will require removal of any surficial topsoil/vegetation followed by surface compaction of the exposed subgrade. Some minor levelling of the compound area will also be required. Material which conforms to the OPSS Granular 'A' specifications should then be used for construction of the surface of the compound area. A minimum of 300 mm of granular material is recommended. The granular base should be compacted in lifts to a minimum of 95% SPMDD.

4.4 Earthquake Considerations

Terms which are relevant to the geotechnical conditions at this site, are related to the Site Class, as per 2020 National Building Code of Canada, Clause 4.1.8.4. The average properties of the substrata within the top 30 m conform to Site Class "B" – *Rock*. The earthquake analysis and parameters should be reviewed by the structural engineer for pertinence to the project.

5.0 SUMMARY

Relatively good quality metamorphic bedrock is present at this site location at a very shallow depth. The recommended foundation alternative for this site are rock anchorages under each tower leg. Mechanical rock anchors should be considered. Subject to inspection during foundation installation, it is recommended that the tower pier be founded at (or very close to) the currently present bedrock surface. Any upper poor quality weathered rock should be however removed prior to foundation installation. It is therefore recommended that the amounts of upper rock that requires removal at each location be confirmed in the field by inspection during excavation. An uplift cone of 90 degrees apex angle should be used in the design, ignoring the shear on the surface of the cone. It is also recommended that the leg locations be established at least about 1.2 m away from any vertical joints or crevices which are visible on final rock surface. Slight rotation, or shifting of the tower location may have to be carried out, to move the leg locations from such vertical joints/crevices.

It should also be cautioned that the borehole represents the subsurface conditions only at precisely the test location and conditions can vary elsewhere on the site. This especially applies to the depth and composition of fill materials and depth to bedrock surface. This investigation also did not address the environmental aspects of this site location, as this was not included in the scope of this investigation. Foundation installation at this site should be inspected by a qualified engineer from our office, to confirm the design parameters presented in this report.

We believe this report supplies the information required for the design and construction of the foundation unit. Should you have any questions, please do not hesitate to contact this office.

Yours very truly,
LAWRENCE, FLEMMING AND ASSOCIATES LIMITED

Mark Galas, P.Eng.

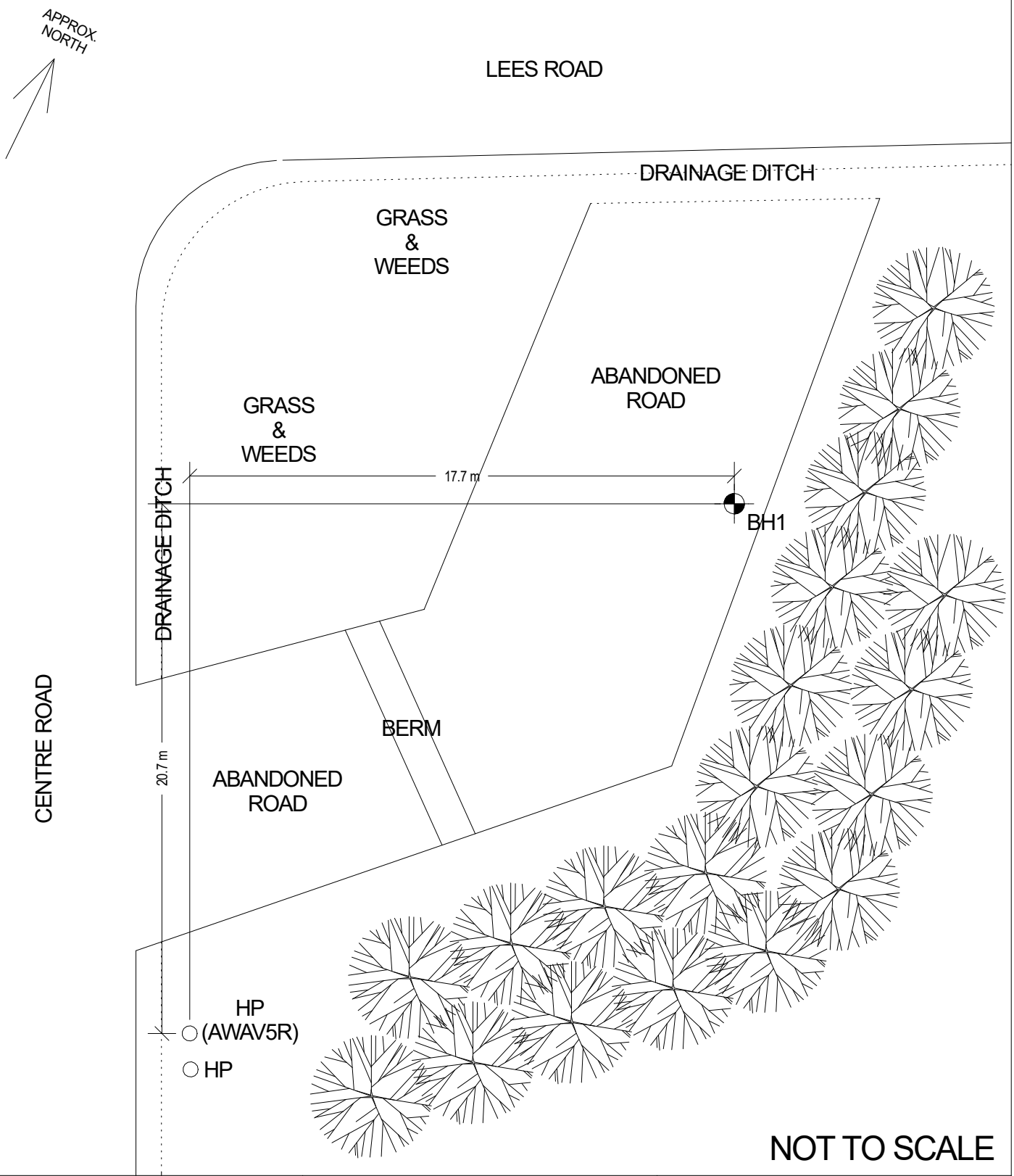
Encl.

TABLE I
ROCK DESIGN PARAMETERS
PROPOSED 60.96 m SELF SUPPORT TOWER
#13 LEES ROAD,
McKELLAR, ONTARIO

• subsurface description	- surficial granular fill over grey metamorphic bedrock	
• current depth to bedrock surface		~0.3 m to 0.6 m
• design water level		n/a
• design for submerged conditions		no
• frost cover		n/a
• unit weight γ bulk	overburden bedrock	ignore 25.0 kN/cu.m.
• compressive strength (bedrock)		60 MPa
• bearing resistance, limit state tower foundations, on sound rock (approx. 0.4 m below present grades)		ULS: 5 MPa (unfactored)

ROCK ANCHOR NOTES:

1. **Excavate upper rock with large excavator equipped with rock breaker.**
2. **Rock anchors should be set a minimum 3.5 m below sound bedrock surface and proof-loaded.**
3. **Analyse uplift cone with 90-degree apex angle.**
4. **Neglect shear along rock failure cone.**
5. **Levelling of rock at tower leg locations will be required.**
6. **Tower leg locations to be established at least about 1.2 m away from any vertical joints or crevices which are visible on final rock surface.**



DRAWING TITLE: BOREHOLE LOCATION PLAN	Proposed 60.96 m Self-Support Tower	LAWRENCE, FLEMMING AND ASSOCIATES CONSULTING ENGINEERS
DRAWN BY: K.M. / DATE: August 28, 2025 / DWG. NO. Encl.1	#13 Lees Road, McKellar, Ont.	CLIENT: MAXTOWER COMPANY LIMITED
CHECKED BY: M.G. / SCALE: N.T.S.		
APPROVED BY: / FILE: 225086		

ORDER NO. 225086

Lawrence Flemming & Associates Limited
Consulting Engineers

ENCLOSURE NO. 2

ENGINEERING DATA SHEET FOR BOREHOLE: 1

CLIENT: Maxtower Company Limited
PROJECT: Proposed 60.96 m Self-Support Tower
LOCATION: #13 Lees Road, McKellar, ON
HOLE LOCATION: See Enclosure No. 1
HOLE ELEVATION: 0.0 m
DATUM: 0.0 m at ground level
DATE: August 28, 2025

LEGEND
- Split spoon
- Auger sample
- Shelby tube
- Core sample

WATER CONTENT (W)
- Laboratory determination
- Water level in hole

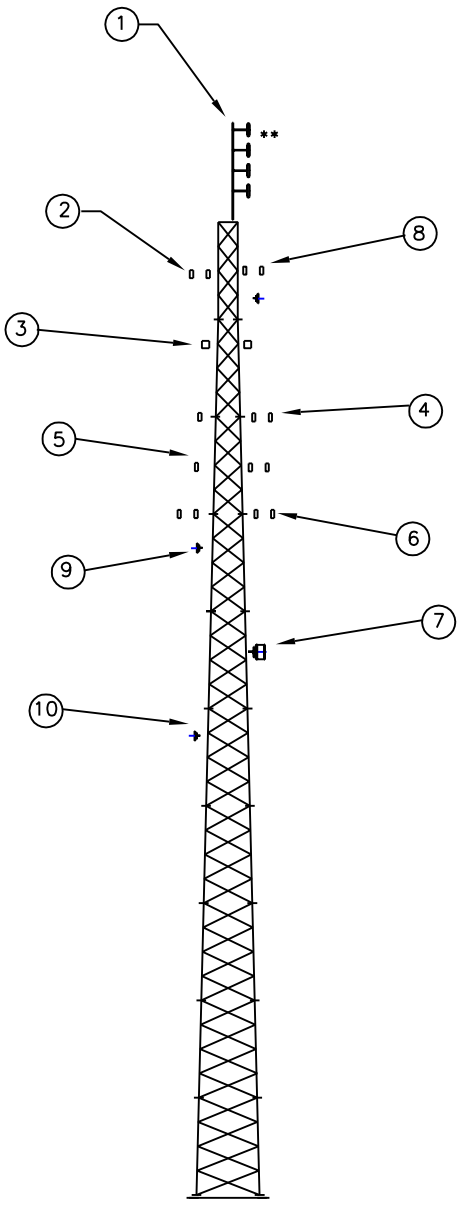
SHEAR STRENGTH (C)
- Unconfined compression
- Vane test & sensitivity
- Pocket penetrometer

PENETRATION RESISTANCE (P)
- 50mm Split tube
- 50mm Dyn. cone

SYMBOL	DESCRIPTION	ELEV. m	DEPTH m	W 20 40 60 80 % / C 20 40 60 80 kPa / P 20 40 60 80 BLOWS/300mm	SAMPLE No.	N VALUE
		0.0 m	0			
	FILL - asphalt fragments (75 mm) over brown fine to medium sand, some gravel, moist, loose to compact	- 0.4			1	24
	BEDROCK - grey metamorphic rock, good to excellent quality		1		1st RUN	REC. 100% RQD 88%
			2		2nd RUN	REC. 100% RQD 93%
			3			
			4		3rd RUN	REC. 100% RQD 94%
		- 5.0	5			
	END OF BOREHOLE					
			6			
			7			

Enclosure No.3 - Rock Core Photograph

1ST RUN (TOP 3 CORE ROWS)	**0.4 m –1.9 m**
2ND RUN (4TH, 5TH & 6TH CORE ROWS FROM TOP)	**1.9 m – 3.5 m**
3RD RUN (BOTTOM 3 CORE ROWS)	**3.5 m – 5.0 m**



ANTENNA LIST				
#	QTY.	TYPE.	EL.	TX
1	1	SINCLAIR 210C-4 OR EQUIV.	TOP	22mm
2	4	8" x 3' ANTENNA PANELS	58m	4 x 13mm
3	2	1' SQUARE PANELS	53m	Cat 5
4	3	12" x 8" ANTENNA PANELS	49m	3 x 13mm
5	3	8" x 3' ANTENNA PANELS	46m	3 x 13mm
6	4	8" x 3' ANTENNA PANELS	43m	Cat 5
7	1	3' HP DISH	34m	13mm
8	1	1' DISH	56m	Cat 5
9	1	2' DISH	41m	Cat 5
10	1	1' DISH	29m	Cat 5

** = INITIAL ANTENNA, ALL OTHERS FUTURE

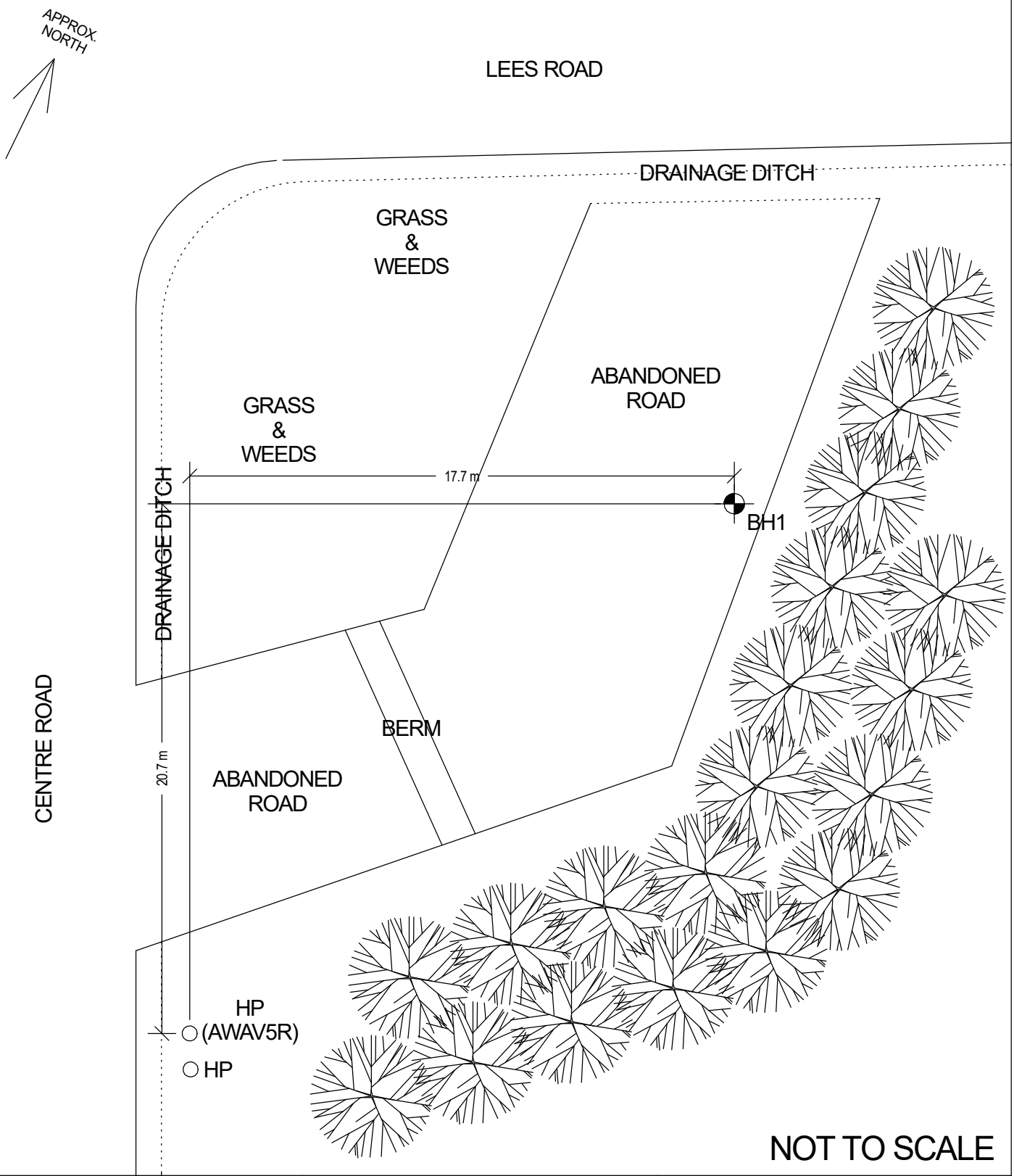
Maxtower COMPANY LIMITED
5 EDMONDSON ST.,P.O.BOX 277
BRANTFORD ONTARIO N3T 5M8
FAX(519)752-4160 TEL(519)752-6501

McKELLAR FIRE DEPT.
McKELLAR, ON.

ANTENNA PROFILE FOR
60.96m FA200 TOWER (FA200L220)

DATE: AUG. 1, 2025
SCALE: NTS
DRAWN BY: R. DERKS
CHECKED BY:
APPROVED BY:
REVISION:

DRAWING NUMBER: 24-021 SHEET 3 OF 3

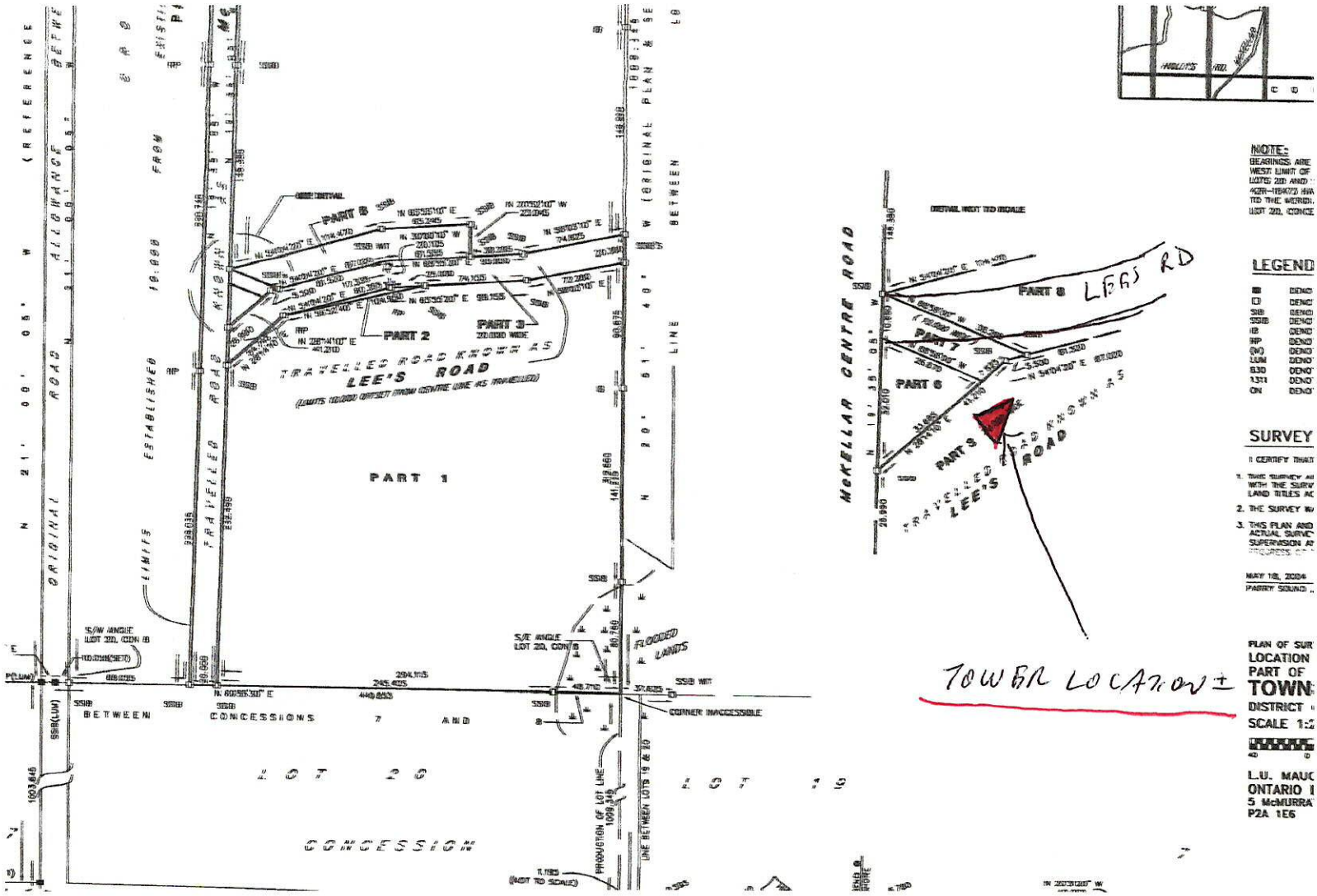


DRAWING TITLE: BOREHOLE LOCATION PLAN	Proposed 60.96 m Self-Support Tower	LAWRENCE, FLEMMING AND ASSOCIATES CONSULTING ENGINEERS
DRAWN BY: K.M. / DATE: August 28, 2025 / DWG. NO. Encl.1	#13 Lees Road, McKellar, Ont.	CLIENT: MAXTOWER COMPANY LIMITED
CHECKED BY: M.G. / SCALE: N.T.S.		
APPROVED BY: / FILE: 225086		

Google Maps

Imagery ©2025 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2025 20 m

Live traffic | *Fast* *Slow*


PART 1
PART 2
PART 3
PART 6
PART 7
PART 8
TRAVELLED ROAD KNOWN AS
LEE'S ROAD
(LIMITS TAKEN OFFSET FROM CENTRE LINE AS TRAVELLED)
McKELLAR CENTRE ROAD
ORIGINAL ROAD ALLOWANCE
TRAVELLED ROAD
ESTABLISHED ROAD
LIMITS
FLOODED LANDS
CORNER INACCESSIBLE
BETWEEN CONCESSIONS 7 AND 8
LOT 20
LOT 19
CONCESSION
PRODUCTION OF LOT LINE
LINE BETWEEN LOTS 19 & 20
TOWER LOCATION ±
NOTE:
LEGEND
SURVEY
PLAN OF SUR
LOCATION
PART OF
TOWN
DISTRICT
SCALE 1:
L.U. MAUC
ONTARIO
5 McMURRA
P2A 1E6

Transport Canada | Transports Canada

AERONAUTICAL ASSESSMENT FORM
for obstacle notice and assessment

Transport Canada number: ATS-25-26-00008957

Applicant number:

Owner (company name)

City	Province/Territory	Postal code (A1A 1A1)

Telephone number (999-999-9999)	Email Address

Applicant (company name)

City	Province/State	Postal code (A1A 1A1)

Telephone number (999-999-9999)	Email Address

Geographic Coordinates ☐ NAD83 ☐ NAD27 ☒ 4 WGS84

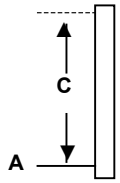
For extensive structures submit geographical coordinates separately (e.g. windturbines, transmission lines, building corners).

N Latitude deg 45 min 29 sec 24.6984

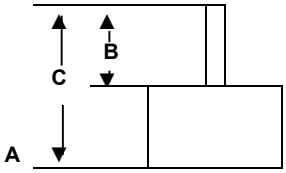
W Longitude deg -79 min 51 sec 50.5872

HEIGHTS	Feet	Metres
A Ground Elevation (AMSL)	878.3	267.7
B Height of an addition to a structure		
C Total structure height including **B** (AGL)	200	60.96
Overall height (**A** plus **C**) (AMSL)	1078.30	328.66

Structure alone



Structure with an addition



Is the location on lands affected by ***Airport Zoning Regulations (AZRs)***? ◯ Yes ④ No

Where the object is on lands affected by ***AZRs***, a legal survey attesting conformance is required.

Nearest Aerodrome: McKellar (Manitouwabing) Water Aerodrome

Have you contacted the aerodrome? ◯ Yes ④ No

Description of Project (or attached)

Erecting a 200-foot self support telecommunications tower at 13 Lee's Road, PCL 28037 SEC SS; PT LT 20 CON 8 MCKELLAR PT 1, 42R16731; MCKELLAR in the Parry Sound district District. Will lights and/or tower painting be required?

Notice of: ④ New Structure ◯ Change to existing structure

Duration: ④ Permanent ◯ Temporary

Proposed Construction Date: From (yyyy-mm-dd): 2025-10-01 To (yyyy-mm-dd): 2025-11-01

Applicant Name	Telephone (999-999-9999)	Date (yyyy-mm-dd)

TRANSPORT CANADA ASSESSMENT (Transport Canada use only)

Marking and lighting required (as per Standard 621)

☐ Night Protection ☐ Day Protection ☐ Temporary Lighting ☒ 4 No protection required

Completion of this form does not constitute authorization for construction nor replace other approvals or permits.

Transport Canada Civil Aviation Inspector Name	Date (yyyy-mm-dd)
A. Biffin	2025-08-27

Note 1: This assessment expires 18 months from the date of assessment unless extended, revised, or terminated by the issuing office.

Note 2: If there is a change to the intended installation, a new submittal is required.

Canada

INSTRUCTIONS FOR COMPLETING FORM

Submittal: An Aeronautical Assessment Form (AAF) is submitted, If requested by Transport Canada or if there is intent for installation of the following types of construction or alteration, including any appurtenance of more than 12m in height:

(a) of an overall height that exceeds 90 m AGL at the site;

(b) of a height that exceeds an airport OIS (obstacle identification surface) or OLS (obstacle limitation surface) as specified in *Aerodrome Standards and Recommended Practices - TP312*;

(c) for aerodromes (including airports), of a height that exceeds an imaginary surface extending outward and upward at a slope of 2%, from the nearest point of the nearest runway for a horizontal distance of 4500 m and thereafter exceeds a 90m height out to 6km;

(d) for water aerodromes, as (c) except a slope of 4% with the start of the imaginary surface taken as the GPS location published in the Canada Water Aerodromes Supplement (CWAS);

(e) for a heliport, of a height that exceeds an imaginary surface extending outward and upward at a slope of 4%, from the nearest point of the nearest landing and takeoff area, for a horizontal distance of 2250 m and thereafter exceeds a 90 m height out to 6 km;

(f) for catenaries and similar crossings (e.g. bridges), of a height such that any portion of the object exceeds 60 m AGL above the crossed river or valley bottom; or

(g) on lands affected by an Airport Zoning Regulation (AZR) a legal land survey is required with the submittal proving conformance to the AZR.

Completed applications are to be forwarded to the applicable Transport Canada Regional office listed in Standard 621, Appendix A.

Nav Canada: A separate submittal is made to NAV CANADA. Refer NAV CANADA Land Use Program website http://www.navcanada.ca/EN/products-and-services/Pages/land-use-program.aspx

Note: Transport Canada and NAV CANADA Land Use are notified, if the proposed construction does not take place.

Geographic Coordinates: Provide GPS coordinates [in degrees, minutes and seconds] of the object. For extensive objects (e.g. windfarms), provide a separate listing of GPS coordinates for each element of the object (e.g. each windturbine). For buildings, provide coordinates for each corner, and coordinates of the dominant structure on the roof.

Heights: Provide height of the ground elevation Above Mean Sea Level (AMSL), the total structure height Above Ground Level (AGL) and the combined overall height AMSL. For extensive obstacles composed of several objects, provide a separate listing of heights corresponding to GPS coordinates.

Description of Project:

(a) Indicate the type of structure. (e.g. antenna, crane, building, power line, landfill, water tank, wind farm, moored balloon, kite, catenary/cable crossing, etc.)

(b) For catenaries [e.g. electrical power transmission line crossings], include a drawing of the configuration of the wires and the supporting structures with their heights. Indicate the placement of marking/lighting [if used] on the wires.

(c) For existing structures, explain the reason for notifying Transport Canada (e.g. corrections, request for new assessment, etc.).

(d) If the object is on lands affected by Airport Zoning Regulations (AZRs), provide a legal land survey indicating conformance to AZR surfaces.

(e) For a wind farm, include a spreadsheet with individual turbine identification numbers [ID], geographic coordinates [in minutes, degrees and seconds], ground elevation AMSL and the overall height of the object AGL. Identify those windturbines which will have lighting.

(f) Indicate what obstacle marking, lighting and monitoring will be applied. It is the responsibility of the owner to apply the appropriate lighting/marking/monitoring in accordance with Standard 621.

Nearest Aerodrome: Identify the nearest aerodrome. Certified / registered land aerodromes/heliports are contained in the Canada Flight Supplement (CFS) and certified / registered water aerodromes in the Canada Water Aerodrome Supplement (CWAS); both available directly from NAV CANADA.

This form does not constitute authority for construction. Nor does this form replace any approvals, permits or assessments required by NAV CANADA, Industry Canada, other Federal Government departments, Provincial or Municipal landuse authorities or any other agency from which approval/assessment is required.

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