
Meeting: Connectivity Committee
Date: October 22, 2020
Time: 1:00 p.m.
Location: Webex

Attendees: Tom Marks, Councillor and Committee Chair
Dominique Giguère, Councillor and Committee Vice Chair
Dave Mennill, Warden
Justin Pennings, Community Member
Mike Andrews, Community Member
Shawn Southern, Community Member

Regrets: Joshua Kiirya, Community Member

Staff: Julie Gonyou, Chief Administrative Officer
Jim Bundschuh, Director of Financial Services
Alan Smith, General Manager of Economic Development
Al Reitsma, Manager of Information Technology
Cecil Coxen, IT Manager – Township of Malahide
Katherine Thompson, Supervisor of Legislative Services
Carolyn Krahn, Legislative Services Coordinator

DRAFT MINUTES

1. Call to Order

The Connectivity Committee met this 22nd day of October, 2020. The meeting was called to order at 1:00 p.m.

2. Approval of Agenda

Moved by: Warden Mennill
Seconded by: Councillor Giguère

RESOLVED THAT the agenda be amended to include a report from the Chief Administrative Officer regarding Local Municipal Partner Connectivity Question Responses.

Recorded Vote

	Yes	No
Mike Andrews	Yes	
Councillor Giguère	Yes	
Warden Mennill	Yes	
Shawn Southern	Yes	
Justin Pennings	Yes	
Councillor Marks	Yes	
	6	0

- Motion Carried.

3. Adoption of October 8, 2020 Minutes

Moved by: Mike Andrews

Seconded by: Justin Pennings

Resolved that the minutes of the previous meeting be adopted.

Recorded Vote

	Yes	No
Mike Andrews	Yes	
Councillor Giguère	Yes	
Warden Mennill	Yes	
Shawn Southern	Yes	
Justin Pennings	Yes	
Councillor Marks	Yes	
	6	0

- Motion Carried.

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. Elgin County Connectivity Committee: Literature Review

Erin Braam and Merrill Taylor, Community and Cultural Services, presented profiles of five (5) communities in Ontario and Alberta that have successfully implemented rural broadband Internet projects: Amherstburg, ON; Olds, AB;

Chatham, ON; Chapleau First Nations, ON; and Timiskaming and Gogama-Foleyet, ON.

Moved by: Warden Mennill
 Seconded by Justin Pennings

RESOLVED THAT the October 15th, 2020 report titled Elgin County Connectivity Committee Literature Review submitted by Erin Braam, Natalie Marlowe and Merrill Taylor, be received and filed for information; and

THAT staff be directed to follow up with each community and report back on the type of technology used, the partners involved, the projected and actual costs, funding source breakdown, population density of the community, number of properties served, number of kilometres of fiber installed, and the status of the project.

Recorded Vote

	Yes	No
Mike Andrews	Yes	
Councillor Giguère	Yes	
Warden Mennill	Yes	
Shawn Southern	Yes	
Justin Pennings	Yes	
Councillor Marks	Yes	
	6	0

- Motion Carried.

6. Action Plan Update

The Chief Administrative Officer presented an update on the Committee’s Action Plan, noting completed actions, ongoing actions, and upcoming activities.

Moved by: Councillor Giguère
 Seconded by: Mike Andrews

RESOLVED THAT the Action Plan Update presented by the Chief Administrative Officer be received and filed.



Recorded Vote

	Yes	No
Mike Andrews	Yes	
Councillor Giguère	Yes	
Warden Mennill	Yes	
Shawn Southern	Yes	
Justin Pennings	Yes	
Councillor Marks	Yes	
	6	0

- Motion Carried.

7. Local Municipal Partner Connectivity Question Responses

The Chief Administrative Officer presented information gathered from Elgin’s Local Municipal Partners regarding connectivity in their respective municipalities. The Chief Administrative Officer will continue to collect information from the remaining Local Municipal Partners and report back to the Committee at a later date.

8. Internet Forum

The General Manager of Economic Development presented a draft outline of the Rural Internet Forum and sought Committee feedback. The purpose of the Forum is to have a conversation with ISPs about best-practices and to review the general public survey results. The length of the forum will be three (3) hours with two (2) hours for presentations and one (1) hour for facilitated discussion. The first Rural Internet Forum is scheduled for December 3 at 9:00 a.m. A second end user forum to include public feedback will also be considered.

9. Draft Connectivity Survey (Public) Communications Plan

The Supervisor of Legislative Services presented the Connectivity Survey Communications Plan, which includes steps to promote the survey to the public. Staff will monitor the survey response. If more promotion is needed, staff will investigate mass mailing options.

10. Draft Internet Service Provider Survey

The Supervisor of Legislative Services presented a draft survey for current Internet Service Providers, and Committee Members provided feedback. Staff will update and distribute the survey to local Internet Service Providers.

11. Date of Next Meeting

The Committee will meet again on Thursday, November 5 at 1:00 p.m.

12. Adjournment

The meeting was adjourned at 2:32 p.m.

