
Meeting: Connectivity Committee
Date: November 5, 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
Shawn Southern, Community Member
Joshua Kiirya, Community Member

Regrets: Mike Andrews, 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 5th day of November, 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 approved as presented.

Recorded Vote

	Yes	No
Councillor Giguère	Yes	
Warden Mennill	Yes	
Justin Pennings	Yes	
Councillor Marks	Yes	
	4	0

- Motion Carried.

3. Adoption of October 22, 2020 Minutes

Moved by: Warden Mennill

Seconded by: Justin Pennings

Resolved that the minutes of the previous meeting be adopted.

Recorded Vote

	Yes	No
Councillor Giguère	Yes	
Warden Mennill	Yes	
Justin Pennings	Yes	
Councillor Marks	Yes	
	4	0

- Motion Carried.

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. Independent Telecommunications Providers Association (ITPA) Presentation

Jonathan Holmes, ITPA Executive Director; Grant Roughley, VP Northern Frontenac Telephone Company; and Ian Stevens, CEO Execulink Telecom, presented an overview of the ITPA and provided suggestions about how Elgin can facilitate Fibre-to-the-Home in the County.

6. Action Plan Update – Chief Administrative Officer

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

7. Conduit in Road Allowances – Director of Engineering Services


The Director of Engineering Services presented an overview of the practices and costs associated with infrastructure opportunities, including the potential implementation of strategic actions such as a “Dig Once” Policy and/or undertaking a review of various County policies and processes to support broadband network expansion to further facilitate increased connectivity throughout the County.

8. Summary of Discussion with Local Municipal Partners – Chief Administrative Officer

The Chief Administrative Officer presented an update on the gathering of information from Elgin’s seven (7) Local Municipal Partners (Malahide and Aylmer) regarding connectivity in their respective municipalities.

9. Broadband Government Outreach – Director of Financial Services, General Manager of Economic Development.

The Director of Financial Services and General Manager of Economic Development summarized the knowledge and resources available at other levels of government and business networks including Thames Valley District School Board; Ontario Ministry of Agriculture, Food and Rural Affairs; Infrastructure Ontario; Canada Infrastructure Bank; Canadian Radio-Television and Telecommunications Commission; St. Thomas District Chamber of Commerce; Aylmer and Area Chamber of Commerce; Southwestern Public Health.



**10. Summary of Municipal Broadband Masterclass with Jesse Hirsh Summary
– Councillor Giguère (Vice Chair), Legislative Services Coordinator**

The Vice Chair and Legislative Services Coordinator provided a detailed summary of the Municipal Broadband Master Class led by Jesse Hirsh held on October 21, 2020.

11. Date of Next Meeting

The Committee will meet again on November 19, 2020 at 10 a.m.

12. Adjournment

The meeting adjourned at 2:47 p.m.

