

Meeting: Connectivity Committee
Date: April 8, 2021
Time: 2:00 p.m.
Location: Webex

Attendees: Tom Marks, Warden and Committee Chair
 Dominique Giguère, Councillor and Committee Vice Chair
 Duncan McPhail, Councillor
 Mike Andrews, Community Member
 Justin Pennings, Community Member

Regrets: Joshua Kiirya, Community Member

Staff: Julie Gonyou, Chief Administrative Officer
 Jim Bundschuh, Director of Financial Services
 Al Reitsma, Manager of IT
 Jeremy Sharkey, IT Coordinator
 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 8th day of April, 2021. The meeting was called to order at 2:03 p.m.

2. Approval of Agenda

Moved by: Mike Andrews
 Seconded by: Councillor McPhail

RESOLVED THAT the agenda be approved.

Recorded Vote

| | Yes | No |
|--------------------|-----|----|
| Councillor Giguère | Yes | |
| Councillor McPhail | Yes | |

| | | |
|-----------------|-----|---|
| Mike Andrews | Yes | |
| Justin Pennings | Yes | |
| Warden Marks | Yes | |
| | 5 | 0 |

- Motion Carried.

3. Adoption of March 11, 2021 Minutes

Moved by: Councillor Giguère

Seconded by: Justin Pennings

Resolved that the minutes of the previous meeting be adopted.

Recorded Vote

| | Yes | No |
|--------------------|-----|----|
| Councillor Giguère | Yes | |
| Councillor McPhail | Yes | |
| Mike Andrews | Yes | |
| Justin Pennings | Yes | |
| Warden Marks | Yes | |
| | 5 | 0 |

- Motion Carried.

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. SWIFT Request for Proposal Update (Verbal) – Warden Marks

Warden Marks presented an update on the SWIFT Request for Proposal for expanding access to high-speed internet in Elgin County. More details on the results can be found on the SWIFT [website](#).

6. Fibre Installation Guidelines and Tower Wireless Service Opportunity – Director of Engineering Services

Moved by: Councillor Giguère

Seconded by: Councillor McPhail

Resolved that the report from the Director of Engineering Services be deferred until the next meeting of the Connectivity Committee.

Recorded Vote

| | Yes | No |
|--------------------|-----|----|
| Councillor Giguère | Yes | |
| Councillor McPhail | Yes | |
| Mike Andrews | Yes | |
| Justin Pennings | Yes | |
| Warden Marks | Yes | |
| | 5 | 0 |

- Motion Carried.

7. Correspondence

i. Email from Mike Bachner Re: Connectivity in Elgin and SWIFT RFP Results

The Committee received the email from Mike Backner.

8. New Business

- i. Warden Marks brought to the Committee's attention an email from a resident of Southwold regarding fibre deployment in Shedden. The resident wrote that there is fibre on one side of Highway 3, but it is not available on the other side of the Highway. Justin Pennings confirmed this information. Mike Andrews will reach out to the SWIFT recipient for funding for this area to see what can be done to help Shedden residents.
- ii. The Committee discussed outreach to member municipalities to encourage them to think about how they can make improving connectivity a priority in their decision-making process. Options include a one (1) page fact sheet about ways to support connectivity locally, or a presentation from the Chair of the Connectivity Committee to the local municipal partners. The Committee decided to wait to present to the local municipal partners until the Director of IT has had an opportunity to

review information from the Consultant and develop some next steps for the Committee.

9. Date of Next Meeting

The Committee will meet again on April 29, 2021 at 2:00 pm.

10. Adjournment

Moved by: Mike Andrews

Seconded by: Justin Pennings

RESOLVED THAT the meeting be adjourned at 2:43 p.m.

Recorded Vote

| | Yes | No |
|--------------------|------------|-----------|
| Councillor Giguère | Yes | |
| Councillor McPhail | Yes | |
| Mike Andrews | Yes | |
| Justin Pennings | Yes | |
| Warden Marks | Yes | |
| | 5 | 0 |

- Motion Carried.