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# CONNECTIVITY COMMITTEE MEETING

Thursday, June 17, 2021  
2:00 p.m.  
Meeting to be held electronically.

## **Agenda**

1. Approval of Agenda
  2. Adoption of April 29, 2021 Minutes
  3. Disclosure of Pecuniary Interest and the General Nature Thereof
  4. Connectivity Committee Analysis of Data and Local Resources – IBI Group
  5. Correspondence – None
  6. New Business
  7. Date of Next Meeting
  8. Adjournment
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**Meeting:** Connectivity Committee  
**Date:** April 29, 2021  
**Time:** 2:00 p.m.  
**Location:** Webex

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**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  
Brian Lima, General Manager of Engineering, Planning & Enterprise  
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

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## DRAFT MINUTES

### 1. Call to Order

The Connectivity Committee met this 29<sup>th</sup> day of April, 2021. The meeting was called to order at 2:03 p.m.

### 2. Approval of Agenda

The Chief Administrative Officer requested that a Closed Session item be added to the agenda pursuant to the Municipal Act Section 239 (2) *(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.*

Moved by: Councillor McPhail  
Seconded by: Councillor Giguère

RESOLVED THAT the agenda be approved as amended.

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### 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 April 8, 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. Technical Consultant RFP Update – Chief Administrative Officer

The Chief Administrative Officer provided an update on the RFP process for a Technical Consultant. A staff evaluation team completed independent reviews of

the submissions, and based on their reviews, a recommendation will be presented to County Council at their next meeting in early May.

**6. Connectivity Committee Action Plan Follow-up Report – General Manager of Engineering, Planning & Enterprise**

The General Manager of Engineering, Planning & Enterprise provided an update regarding the preparation of fibre installation guidelines, the possibility of installing fibre crossings along MTO highway corridors, and the possibility of installing third-party wireless equipment on the communications tower located at the County’s Whites Station Operations Centre property.

**7. Telecommunication Equipment Consent and Road User Agreement – General Manager of Engineering, Planning & Enterprise**

The General Manager of Engineering, Planning & Enterprise presented information regarding a Telecommunication Equipment Consent and Road User Agreement, which was prepared by the County Solicitor and endorsed by County Council. The Agreement will now be utilized in relation to proposed telecommunication equipment installation projects within County Road Allowances.

**8. Closed Session**

Moved by: Justin Pennings  
 Seconded by: Councillor Giguère

Resolved that we do now move into Closed Session to discuss matters related to Municipal Act Section 239 (2) (k) *a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.*

**Recorded Vote**

	<b>Yes</b>	<b>No</b>
Councillor Giguère	Yes	
Councillor McPhail	Yes	
Mike Andrews	Yes	
Justin Pennings	Yes	
Warden Marks	Yes	

	5	0
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- Motion Carried.

Moved by: Mike Andrews  
 Seconded by: Justin Pennings

Resolved that we do now rise and report; and that the verbal report from the Chief Administrative Officer be received.

**Recorded Vote**

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

- Motion Carried.

**9. Correspondence**

None.

**10. New Business**

Mike Andrews provided an update regarding his conversations with Antonius Peeters, CEO/President of EH!tel Networks Inc. Mr. Andrews discussed the concerns of Shedden residents who do not have access to a stable internet connection. EH!tel was awarded a SWIFT project in the Shedden area, but their project does not include the area mentioned in the residents' concerns. Mr. Peeters did say that if there was significant interest expressed by residents, EH!tel would take a look at expanding their services.

Councillor McPhail brought to the attention of the Committee an Ontario Hydro Repeater Tower in West Elgin. Xplornet used to have equipment on it, but they have since installed their own tower. The Chief Administrative Officer and the

Warden will follow up with MPP Yurek to determine the status of the tower and its availability for the installation of third-party wireless equipment.

In an effort to encourage the use of existing infrastructure for wireless equipment installation, staff will consider drafting a fact sheet for local farmers/residents about why such projects are important. The fact sheet would also cover the harms, risks, and liabilities involved in such undertakings. Staff will carefully consider how this information should be presented to ensure that the Committee is not seen to interfere with commercial arrangements, and the contents of this fact sheet will be informed by information provided by the project consultants.

### **11. Date of Next Meeting**

The Committee will meet again on May 20, 2021 at 2:00 pm for a kick-off meeting with the Technical Consultant.

### **12. Adjournment**

Moved by: Councillor McPhail

Seconded by: Justin Pennings

RESOLVED THAT the meeting be adjourned at 2:38 p.m.

### **Recorded Vote**

	<b>Yes</b>	<b>No</b>
Councillor Giguère	Yes	
Councillor McPhail	Yes	
Mike Andrews	Yes	
Justin Pennings	Yes	
Warden Marks	Yes	
	5	0

- Motion Carried.



# CONNECTIVITY COMMITTEE ANALYSIS OF DATA AND LOCAL RESOURCES

JUNE 17, 2021

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# Agenda

- Introductions
- Objectives and Deliverables
- Summary of Available Information
- Basis for Analysis
- Next Steps

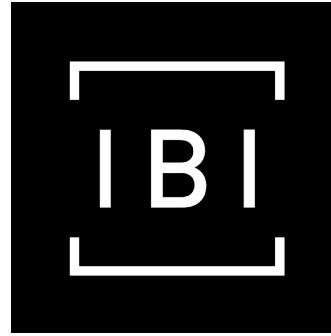


# Introdu



- Combined 50+ years of telecommunications experience
- Previous and current clients include:
  - York Region, Durham Region, SWIFT, Spruce Grove, St. Albert, Clearwater County, O-NET

# Introductions



## Intelligence

Systems design, systems procurement, and implementation management, ITS, software development, systems integration, and operations/maintenance.



## Buildings

Building architecture, interior design, building engineering (mechanical, structural, electrical).



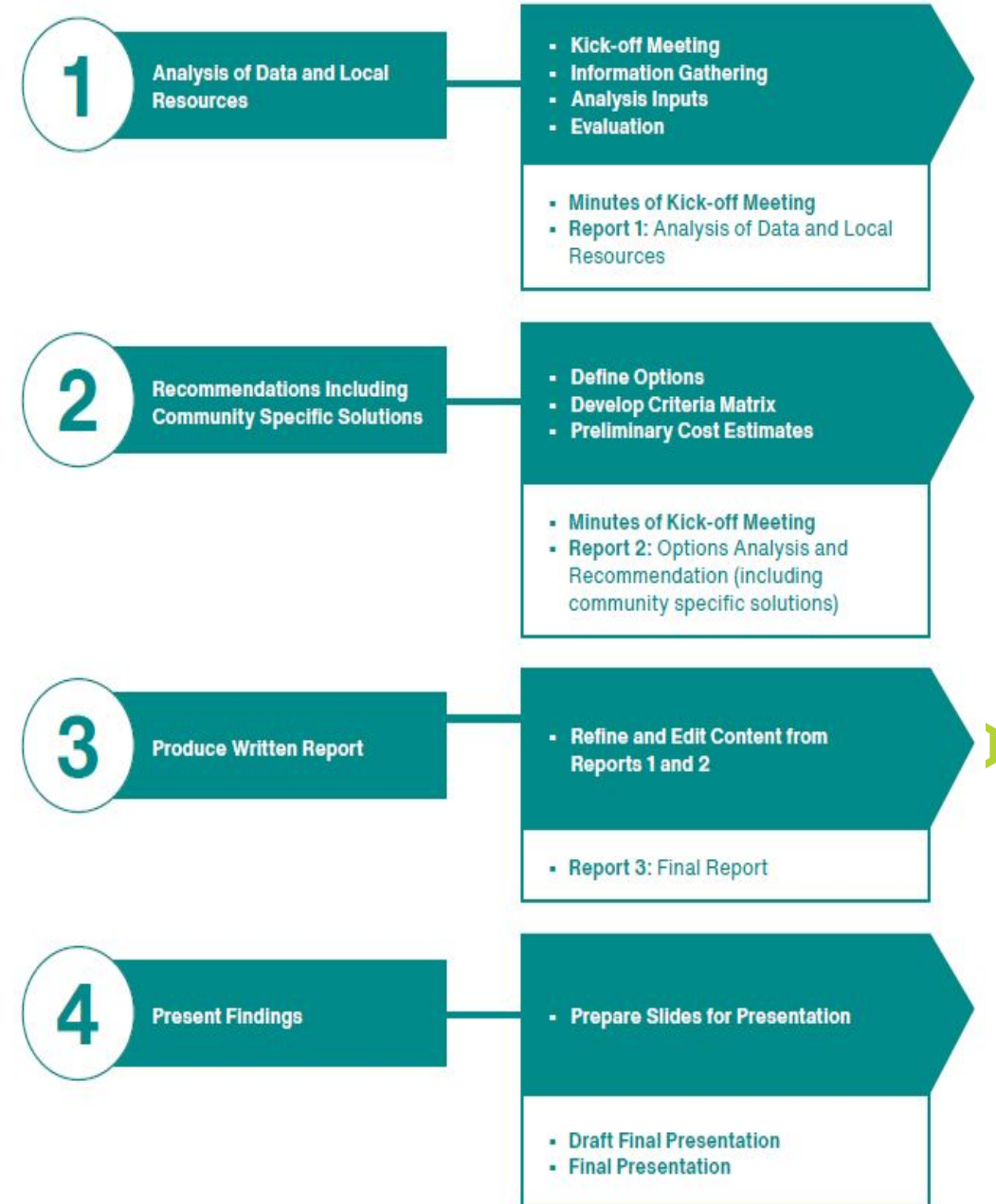
## Infrastructure

Planning, urban design, landscape architecture, transportation, planning and engineering, and civil engineering.

**Established in 1974, for 47 years IBI Group has grown steadily and now has 60+ offices throughout the United States, Canada, Europe, Asia, and the Middle East, employing over 3,000 professionals and support staff.**

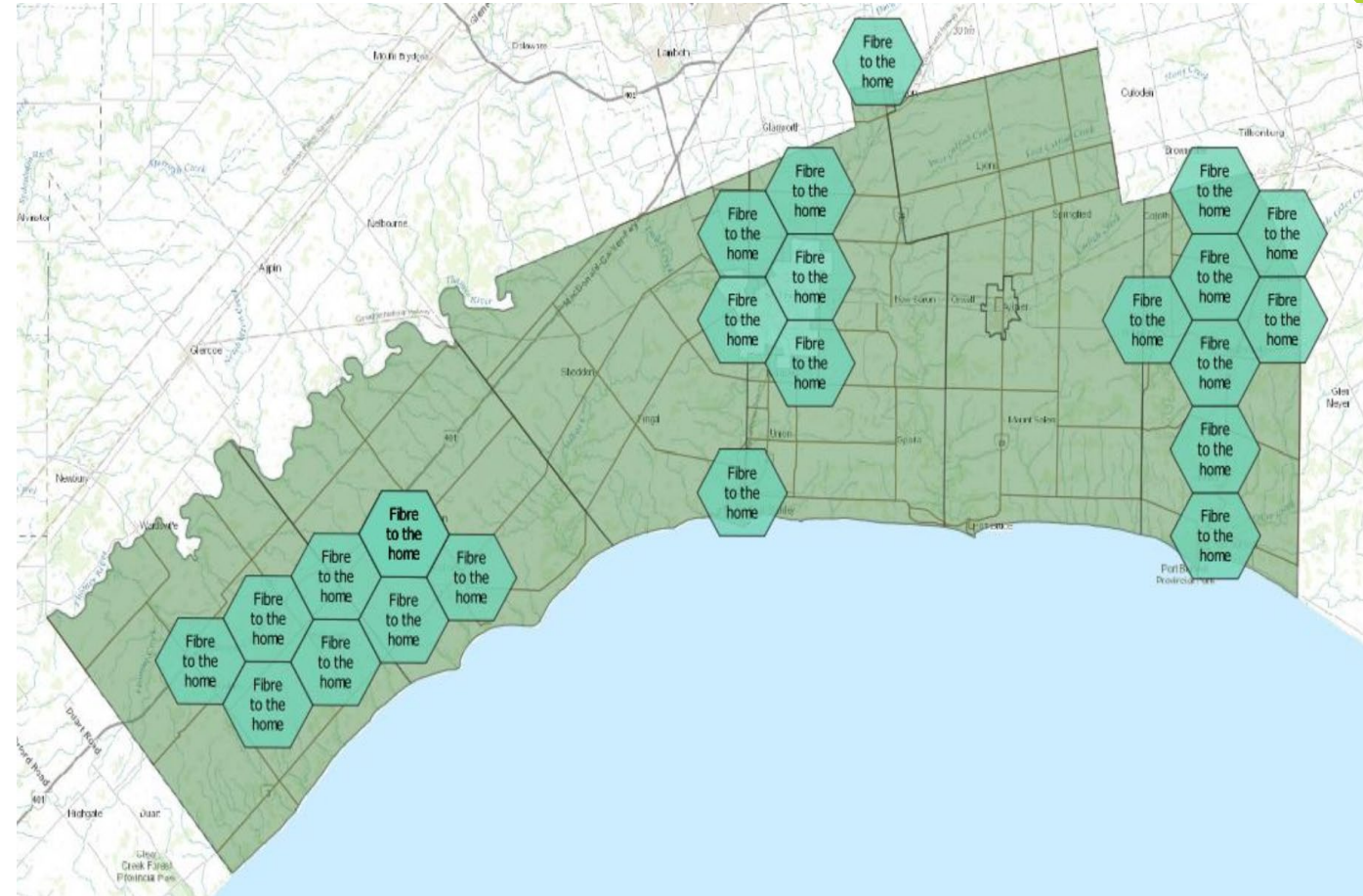
# Objectives and Deliverables

- Initial efforts to establish baseline 'current state'
- Many data sources to consider/consolidate to develop an accurate picture
- Some Internet Service Providers are less willing to share/collaborate re: infrastructure information
- Will use local ISPs and local relationships to 'ground truth' data, add local knowledge, validate approach and assumptions



# Summary of Available Information

- Sources of information
  - County GIS
  - ISED map and data
  - List of local registered ISPs
  - List of active/planned projects
  - SWIFT dataset
- Outreach to local ISPs and local expertise

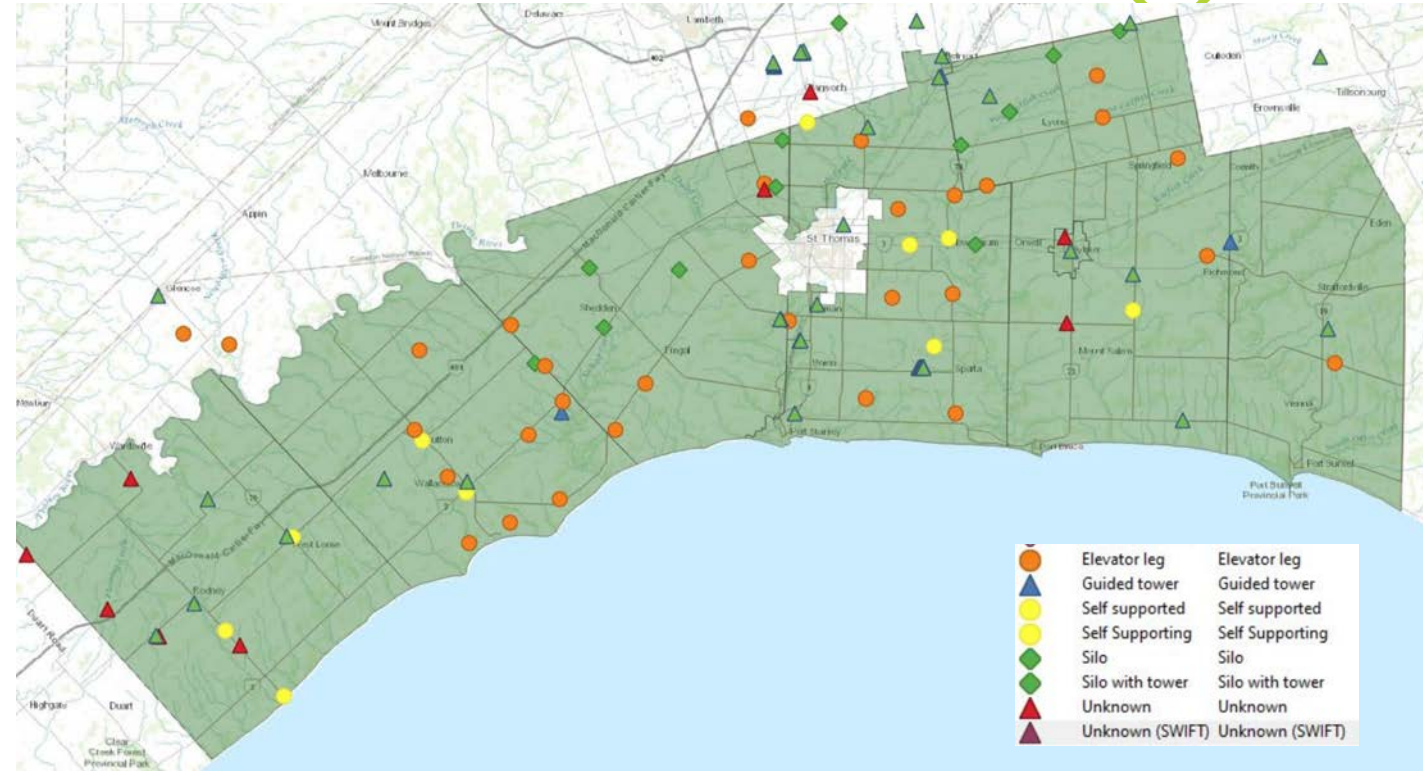


Fibre to the Home Infrastructure— Elgin County

Source – ISED Broadband Availability Mapping Database

# Basis for Analysis

- Summary of metrics to be used in evaluation
  - No. of towers
  - Length of road network
  - Length of existing fibre
  - Address and parcels points
  - Understanding of MDUs
  - Land use (active or planned)
  - Upload and download speeds
  
- Assessment of County's broadband state based on information gathered



Radio Communication Towers – Elgin County

Source: Elgin County GIS data



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## Next Steps

- Continue to compile information
- Review and analyze synthesized information
- Formulate options to address broadband gaps
  - County owned with County investment and grant funding from other levels of government
  - P3 approach with joint County and grant funding, as well as private funding
  - Direct subsidy approach with no long-term County ownership
  - Facilitate private sector investment with non-monetary incentives and no direct County investment
  - Status quo – Let the market forces drive broadband improvement