



Minutes

Rural Access to Broadband Internet Technology (RABIT) Task Force

Meeting Date: January 4, 2021
Meeting Time: 9:00 a.m.
Location: Microsoft Teams Meeting
Prepared by: Sarah Merrifield, Executive Assistant Committees of Council

A. Call to Order

Deputy Mayor Rob Potter called the meeting to order at 9:01 a.m. with Councillor Rob Sampson and Mayor Alar Soever present.

Town staff present was Chief Administrative Officer Shawn Everitt.

Regrets were sent by Director of Operations Shawn Carey.

- **Task Force Member Attendance**
- **Additions to the Agenda**

None

Declaration of Pecuniary Interest and general nature thereof

NOTE: In accordance with the *Municipal Conflict of Interest Act* and the Town Procedural By-law 2019-56, Rural Access to Broadband Internet Technology (RABIT) Task Force members must file a written statement of the interest and its general nature with the Clerk for inclusion on the Registry.

None

- **Review of Minutes (December 16, 2020)**

Minutes reviewed and deemed sufficient.

B. Staff Reports and Deputations

B.1 Deputations, if any

None

C. Matters for Discussion

C.1 Internet Service Provider Public Information Centre Planning

- Public Information Centre date: Tuesday, February 16, 2021 at 3:30 p.m.
- Agenda Outline
 - RABIT Task Force Introduction by Deputy Mayor Potter
 - Presentation by Task Force outlining: map of serviced/unserviced areas and main truck lines throughout the Town, Community Profile, including demographic information and settlement areas
 - 5-minute presentations by Internet Service Providers
- Public Information Centre to be livestreamed and recorded
- Following the Public Information Centre, at a later date, Town to hold a public Task Force meeting to allow individuals from the public to attend and submit comments and questions regarding the RABIT Task Force initiative and the Public Information Centre
- Executive Assistant Committees of Council to circulate these draft minutes, complete a Committee Report with draft letter to Internet Service Providers and draft event agenda to Task Force members
 - Materials to be included on the January 11, 2021 Council meeting to seek Council's endorsement of the Public Information Centre session
- Deputy Mayor Potter will discuss SWIFT program with Grey County Warden Selwyn Hicks and follow-up with the Task Force

C.2 Branding Mock-Ups – Councillor Sampson

- Councillor Rob Sampson previously circulated RABIT branding mock-ups and it was noted that a revised mock-up will be considered at a subsequent meeting

D. Correspondence

None

E. New and Unfinished Business

E.1 Additions to the Agenda

E.2 Items Identified for Discussion at Next Meeting

- Follow-up from January 11, 2021 Committee Report to Council
- Public Information Centre Presentation Material
- Revised Branding Mock-ups

F. Upcoming Meeting Dates

January 20, 2021

G. Adjournment

Meeting was adjourned at 9:41 a.m.