



# Minutes

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## Rural Access to Broadband Internet Technology (RABIT) Task Force

**Meeting Date:** January 20, 2021  
**Meeting Time:** 11:00 a.m.  
**Location:** Microsoft Teams Meeting  
**Prepared by:** Sarah Merrifield, Executive Assistant Committees of Council

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### A. Call to Order

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Deputy Mayor Rob Potter called the meeting to order at 11:03 a.m. with Councillor Rob Sampson and Mayor Alar Soever present. Town staff present were Chief Administrative Officer Shawn Everitt, Director of Operations Shawn Carey, Manager of IT Services Cathy Bailey, and GIS Specialist Steve Aldred.

- **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 (January 4, 2021)**

Minutes were reviewed and deemed sufficient.

### B. Staff Reports and Deputations

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#### B.1 Deputations, if any

None

## **C. Matters for Discussion**

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### **C.1 Town of The Blue Mountains Mapping – Manager of IT Cathy Bailey and GIS Specialist Steve Aldred**

- Reviewed mapping for The Blue Mountains (current as of approximately 1 year ago based on SWIFT and Federal mapping) that detailed Broadband Internet Data Service Speed, Service Type, Satellite Technology, Mobile Wireless Technology, DSL Technology, Coaxial Cable Technology, Fibre Optic Technology
- It was requested that staff pull additional information into the mapping to include information on internet services available for Municipality of Meaford and Grey Highlands
- Canadian Internet Registration Authority (“CIRA”) is a helpful tool
- IT staff cautioned about judiciously posting information being collected that is not otherwise provided through SWIFT or the Federal Government
- Updated maps could be framed as “Public Access to Fibre Technology” and mapping should be available at the February 16, 2021 meeting
  - Should include analysis of number of potential customers currently outside of 50/10 coverage (potentially use a density map)

### **C.2 Internet Service Provider Public Information Centre – Finalize Notice, Letter, and develop Presentation**

NOTE: Council provided the following direction at the January 11, 2021 meeting:

THAT Council of the Town of The Blue Mountains approves the Rural Access to Broadband Internet Technology (RABIT) Task Force to hold a Task Force led Public Information Centre event on Tuesday, February 16, 2021 at 3:30 p.m. as outlined in the [attached supplementary materials](#), and briefly outlined below:

- Agenda: RABIT Task Force Introduction, Community Profile and mapping, Short Presentations by Internet Service Providers, CARRIED.
- Reviewed draft notice to the public and made several suggested revisions
- Materials to be finalized the week of February 25 to ensure 21-day Notice requirement is met
- CAO Shawn Everitt to formally invite CAOs and Mayors, Deputy Mayors, from Grey Highlands and Municipality of Meaford – those municipalities may submit a brief presentation
- Following the Public Information Centre, one-on-one meetings with Internet Service Providers are required as there is no expectation for these companies to share proprietary information during the PIC
- A public RABIT Task Force meeting will be scheduled following the PIC to allow members of the public to attend and ask questions, participate in discussion with respect to provision of broadband internet services

### **C.3 Branding Mock-Ups – Councillor Sampson**

- Option 5 modified to include “RABIT” underneath the header text is preferred
- Mayor Soever to complete a final mockup of the logo and provide to Councillor Sampson to be finalized

### **D. Correspondence**

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None

### **E. New and Unfinished Business**

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#### **E.1 Additions to the Agenda**

#### **E.2 Items Identified for Discussion at Next Meeting**

- Public Information Centre Interest by ISPs
- Mapping Update

### **F. Upcoming Meeting Dates**

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February 3, 2021

### **G. Adjournment**

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Meeting was adjourned at 12:13 p.m.