



Minutes

Rural Access to Broadband Internet Technology (RABIT) Task Force

Meeting Date: April 28, 2021
Meeting Time: 11:00 a.m.
Location: Microsoft Teams Meeting
Prepared by: Sarah Merrifield, Executive Assistant Committees of Council

A. Call to Order

Deputy Mayor Potter called the meeting to order at 11:00 a.m. with Councillor Sampson present.

Town staff present were Chief Administrative Officer Shawn Everitt, Manager of Communications and Economic Development Tim Hendry, and Administrative Assistant Committees of Council Kyra Dunlop.

Regrets were sent by Mayor Soever.

- **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 (April 14, 2021)**

Minutes reviewed and deemed sufficient.

B. Deputations

B.1 Deputations, if any

None

C. Matters for Discussion

C.1 May 5, 2021 Public Meeting Preparation

- **CIRA Representative confirmed, presentation prepared**
- **Presentation by RABIT TF**
 - The Task Force reviewed the presentation and requested as follows:
 - Extend notice of the Public Meeting to Grey County Warden and SWIFT Representative Selwyn Hicks, and Grey Highlands Mayor McQueen (provide information about the session, but articulate that there is no expectation of participation)
 - Deputy Mayor Potter to include content regarding work undertaken to date by the Task Force, and Next Steps
 - Executive Assistant Committees of Council Sarah Merrifield to confirm with Mayor Soever what, if any, amendments he requires to his content
 - Manager of Communications and Economic Development Tim Hendry to provide snapshot of The Blue Mountains Internet Speed Test Challenge and direct link for inclusion in the presentation

C.2 The Blue Mountains Internet Speed Test Challenge Update

- Internet Speed Test Challenge launches Monday, May 3, 2021
- Signs being installed throughout the community and will be updated weekly throughout May to confirm number of speed tests completed
- Fulsome communications and advertising campaign underway
- Tim to seek quotation from CIRA for providing detailed data analysis of the speed testing once the campaign has concluded

C.3 Action Item Tracking

- Request for Information, if deemed the right path forward
 - On hold indefinitely
- One-on-one meetings with Internet Service Providers
 - On hold indefinitely
- Internet Speed Test Challenge
 - May 2021
 - Tim Hendry to seek quotation for detailed data analysis from CIRA
- Installation guidelines for conduit in The Blue Mountains Road Allowance ("Variation Agreement")
 - Shawn Carey will bring draft staff report to Task Force prior to inclusion on Council agenda
 - Noted that Bruce Street Technologies is contemplating services in an area of the Town and will require a variation agreement to install the infrastructure
- Eh!Tel and GBTel Inc. Universal Broadband Fund Proposals
 - Sarah Merrifield to reach out and confirm status update on Proposals

D. Correspondence

None

E. New and Unfinished Business

E.1 Additions to the Agenda

E.2 Items Identified for Discussion at Next Meeting

- Variation Agreement draft Staff Report
- Internet Speed Test Challenge Interim Update
- May 5, 2021 Public Meeting De-brief

F. Upcoming Meeting Dates

May 11, 2021 (*Tuesday)

G. Adjournment

Meeting was adjourned at 11:28 a.m.