Minutes

Rural Access to Broadband Internet Technology (RABIT) Task Force

Meeting Date: **October 14, 2020**
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 Rob Potter called the meeting to order at 11:02 a.m. with Councillor Rob Sampson and Mayor Alar Soever present.

Director of Operations Shawn Carey was also present. Chief Administrative Officer Shawn Everitt joined the meeting at 11:04 a.m.

▪   **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 (October 1, 2020)**

Minutes reviewed and deemed sufficient.

B.   Staff Reports and Deputations

B.1   Deputations, if any

None

C.   Matters for Discussion

C.1   Introduction of RABIT Task Force and Representative from Town of Caledon

RABIT Task Force

- Deputy Mayor Rob Potter
- Mayor Alar Soever
- Councillor Rob Sampson
- Chief Administrative Officer Shawn Everitt
- Director of Operations Shawn Carey

Town of Caledon

- Manager of Information Technology, Erin Britnell MPA

C.2   Summary of RABIT Task Force – Deputy Mayor Rob Potter

C.3   Town of Caledon Broadband Internet Overview – Erin Britnell

- Caledon uses partners to provide utility services
- Potential partners demonstrate consistent, affordable internet at a 50/10 rate
- Broadband levy collected annually to support the service
- Fiberoptic installation mandated in Subdivision Agreements
- Request for Proposal process used by the Town of Caledon to seek internet provider partners
- Member of SWIFT
- Broadband projects and provision tracked through Caledon's GIS system and Mayor's office champions the broadband work
- Grant-style system for providing successful broadband proponents with funds to provide internet service, paid once the system is built and demonstrably operational, with rates being increased only at the rate of inflation
- Caledon to provide Request for Proposal example, example of Municipal Software Agreement, Permits and Telecommunications Protocols

C.4   Questions

- Task Force questions were addressed through Item C.3 discussion

C.5   ICON 2nd Intake Discussion

To find information about the ICON program, please go to https://www.ontario.ca/page/available-funding-opportunities-ontario-government.

The deadline for the Stage 1 application is January 8, 2021. If you have created an application for Intake 1 and did not submit it, you can complete and submit as part of the second intake.

- Task Force discussed importance of determining how to move forward, perhaps both through the ICON grant opportunity, and by exploring the option to offer Request for Proposals for companies to bid on
- Shawn Everitt to reach out to Grey Highlands, Municipality of Meaford and determine if they are interested in participating in the broadband discussion
- Mayor Soever and Shawn Everitt to develop a potential Public Information Centre schedule and proposed itinerary for Task Force consideration
- Following potential PIC, the Task Force can confirm if an RFI/RFP process would be appropriate
- Deputy Mayor Potter to research potential internet providers and advise them of the Town's interest in provision of broadband, the Public Information Centre
- Press Release should be provided to identify that Bruce Street Technologies was successful in the first ICON intake, and identify the second intake is now open

C.6 Follow-up from Previous Meeting

- **The Blue Mountains portion of SWIFT Investment**
    - SWIFT funded through general taxation dollars
- **Potential Grey County and Ontario Hydro Role in Provision of Internet in The Blue Mountains, if any**
    - Hydro One does not pay to use road allowance for hydro poles, but charges rental fees for utility companies using the poles
    - Additional research is required regarding potential role of Hydro One or similar utility companies

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 to Discussion with Municipality of Meaford and Municipality of Grey Highlands**
- **Proposed Schedule and Itinerary for Public Information Centre**
- **Press Release re: ICON**
- **Research regarding Hydro Ono One**

F. Upcoming Meeting Dates

To be scheduled.

G.   Adjournment

The Task Force adjourned at 12:34 p.m.