



Eastern Ontario Wardens' Caucus

**Eastern Ontario Wardens' Caucus
MINUTES
Friday, April 17, 2009
9:00 a.m.
United Counties of Leeds and Grenville
Sam Jakes Inn – Merrickville, ON**

Present

County	HEAD OF COUNCIL 2009	CAO
County of Frontenac	Janet Gutowski	Elizabeth Savill
County of Haliburton	Dave Burton	Jim Wilson
County of Hastings	Ron Emond	Jim Pine Cathy Monzon-Bradley
City of Kawartha Lakes	Ric McGee (Mayor)	Jane Lunn
County of Lanark	Paul Dulmage	Peter Wagland
United Counties of Leeds and Grenville	Mel Campbell	Steven Silver
County of Lennox and Addington	Gordon Schermerhorn	Larry Keech
County of Northumberland	Linda Thompson	Bill Pyatt
County of Peterborough	Ron Gerow	Gary King
United Counties of Prescott and Russell	M. Robert Kirby	Stéphane P. Parisien
County of Prince Edward	Leo Finnegan (Mayor)	Dick Shannon
County of Renfrew	Donald Rathwell	Norm Lemke
United Counties of Stormont, Dundas and Glengarry	Chris McDonell	Michael Waddell
Other guests:		Steve Sellers, MMAH EOWC Broadband Team Members: Lisa Severson, United Counties of Leeds and Grenville Sheridan Graham, County of Peterborough Laura Bradley, Consultant

1. Call Meeting to Order/Welcome

Chair Emond welcomed everyone and called the meeting to order. Chair Emond also welcomed special guests to the meeting, Steve Sellers, MMAH and members of the EOWC Broadband team: Lisa Severson, United Counties of Leeds and Grenville; Sheridan Graham, County of Peterborough; Laura Bradley, Consultant.

Chair Emond requested that Lisa Severson, Steve Silver and Warden Campbell of the United Counties of Leeds and Grenville come forward for a presentation. Chair Emond presented the group with a plaque to thank the United Counties of Leeds and Grenville for the administrative support that they have provided to the Caucus for the previous 2 years. Warden Campbell thanked everyone and confirmed the United Counties continued commitment to the Caucus and all of its work.

2. Approval of Minutes

- *Eastern Ontario Wardens' Caucus Meeting Minutes (ROMA/OGRA)
- February 22, 2009*

Moved by: Warden Burton
Seconded by: Warden Schermerhorn

THAT the minutes of the February 22, 2009 EOWC meeting be approved as distributed. Carried.

3. Business Arising from the Minutes

Warden Gerow thanked Mr. Pine for attending a meeting of the working group they have set to address the issue of OPP costing in Peterborough. Warden Gerow will keep the Caucus apprised of their work in addressing the costs of new contracts to municipalities.

Mayor McGee advised the Caucus that the City of Kawartha Lakes uses the guidelines set out in section 5.1 of the Police Services Act- Costs of Ontario Police Services to Municipalities as the business arrangement with the OPP and they find it more beneficial than contracting for services.

4. Additions and Approval of April 17, 2009 Agenda

An addition was made under Incoming correspondence

Item 15.1.3 From the County of Renfrew to Premier McGuinty (3-Apr-09)
 Re: Stable Funding Guarantee

Chair Emond reviewed the on-desk items, they included, an updated contact list and meeting date schedule for 2009 and a revised copy of the proposed by-law # 09-03 for Approval of Singing Officers for EOWC. Mr. Pine advised the Caucus that each year EOWC engages Allen & Partners to complete an annual update to the Future Directions

document and this year the approximate cost would be \$6500.00. A motion will be required for the approval of this work again this year.

5. Chairman's Updates

Chair Emond congratulated everyone on the tremendous success of the Digital Summit held on March 24th and 25th. He commented on the high caliber of the key note speakers and stated that this event confirmed to all who attended the importance of the Broadband project to the future of eastern Ontario.

Chair Emond also gave an update to the Caucus on his activity as Chair since the last meeting. He advised the group that he attended a meeting on the Provincial budget in Belleville with the Honourable Leona Dombrowsky, as well as attending a meeting Lanark County Council meeting in Perth with other members of the Broadband team to speak about the Broadband project. Chair Emond thanked Warden Dulmage and Peter Wagland for their hospitality and kind reception during the visit.

Chair Emond asked Warden Thompson to update the Caucus about a recent meeting he attended with her in Brighton regarding the potential closure of the Warkworth Institution. Warden Thompson informed the Caucus about the situation surrounding the possible closure of Warkworth Institution a medium security federal institution which is located on the eastern border between Northumberland and Hastings Counties. It currently employees 400 people from surrounding municipalities and brings over 71 million to local economies each year. She acknowledged that the closure would be a devastating loss to the region. Warden Thompson advised that she, Chair Emond and Mayor Herrington of Brighton recently had the opportunity to meet with Public Safety Minister Peter Van Loan who toured the facility and was impressed with the operation. He advised the group when they met that he does not support regional facilities (super jails) and his staff are looking at other options.

Warden Gutowski provided an update on a recent meeting she attended on behalf of EOWC of the KIS Project (Knowledge in Society) a copy of her report is attached to the minutes as information.

Next Steps – The notes form Warden Gutowski's recent KIS Project meeting be circulated with the minutes.

6. MMAH Update

Steve Seller provided an update to the Caucus from the Ministry of Municipal Affairs and Housing. He informed the Caucus that the 2nd round of the Communities Component Build Canada Applications are due by May 1, 2009 and that the list of eligible projects has been expanded to include recreation. Mr. Seller noted that there is no guide posted yet for the application and that municipalities making application will be required to call in the receive a new password in order to file an application. Passwords can be obtained by calling the Joint Secretariat at 1-866-306-7827. Mr. Seller also advised that another program, the "Infrastructure Stimulus Fund" created by the federal Government of 4 billion dollars across Canada allows for 3 applications by a municipality and that the deadline for application if May 1, 2009 as well. These funds are focused on the rehabilitation of existing assets but new construction is eligible provided the project can be completed by March 31, 2011. Mr. Seller noted that the allocation of funds to the Province has yet to be announced but reminded everyone that Ontario has committed to

match any Federal funding dollar for dollar. Mr. Lemke asked for clarification around housing projects versus municipal building projects and Mr. Seller advised that he will seek clarification but believes that Municipal Buildings do not include housing units. Mr. King asked for clarification around incremental projects and funding requirements. It was acknowledged that once the guide is available it should clarify this point and that it is critical to provide a guide to the application process in a timely manner in order that municipalities can properly plan the funding of the projects they are applying for.

Mayor McGee addressed the issue of single tier municipalities only being able to make one application to the Build Canada Fund. He compared the single application to that of Upper Tier municipalities where the upper tier can make application as well as all of the lower tier municipalities, which could result in multiple applications being approved for one municipality.

Move by: Mayor McGee
Seconded by: Mayor Finnegan

THAT the EOWC endorses the idea that single tier municipalities should be able to make multiple applications to the Build Canada Fund in order that the net benefit of multiple applications benefiting one County is the same whether it is a Single Tier or Upper Tier County system and that the Minister review the application guidelines as they apply to Single Tier municipalities. Carried

Steve Seller also advised of a potential source of funding through the Federal Government program Small Projects Enabling Accessibility. Projects that support activities to improve physical accessibility, enhancing transportation and modifying media or hardware to increase accessibility to information and communication will be eligible. The deadline for applications for projects up to \$50,000 is May 4th, 2009.

Norm Lemke inquired about the status of the Eco-Challenge Funding grant program. He had been advised that the program is disbanding and wondered if there has been a program set up to replace it. Steve Seller will check on any new program offerings.

Next Steps: Steve Seller to advise of any new program being set up to replace the disbanded Eco-Challenge Grant Program.

7. Regional Data Set Update – J. Pine

Jim Pine advised the Caucus that the EOWC has retained the services of Kathy Wood to update the Regional Data Set based on 2006 Census Data. The Caucus has received her proposal and quote and will move forward with the preparation of a RED application for funding of the project. Mr. Pine advised that the update is anticipated to take 22 days of consulting work with a quoted price of \$15,825.00 to do the work.

8. EOWC/WOWC Joint meeting – J. Pine

Jim Pine advised the group that Mark Urbanski has left his position as CAO with the County of Brant and at this point there is no replacement named. Jim advised the Caucus that he has spoken with Ron Eddy, Chair of the Western Ontario Wardens' Caucus and he acknowledged that it would be difficult to convene a Joint meeting before

AMO as had been suggested at the joint meeting held at ROMA/OGRA. They will work towards convening a joint meeting at AMO in August.

9. Approval of Signing Officers for EOWC Inc. – J. Pine

Jim Pine advised that as previously agreed Hastings County is in the process of taking over managing the financial affairs on of the Caucus on a permanent basis. A by-law is required appointing signing officers for the caucus in order that bank accounts can be set up and signing authority appointed.

Moved by: Mayor McGee
Seconded by: Mayor Finnegan

THAT By-law # 09-03 authorizing the Warden of Hastings County and either the Chief Administrative Officer or the Treasurer of Hastings County to act as signing officers on behalf of the EOWC and that the Treasurer be authorized to open bank accounts on behalf of the Eastern Ontario Wardens' Caucus be approved. Carried.

10. Warden's Personal Contact information – Mayor McGee

Mayor McGee inquired if there was interest amongst the Wardens and Mayors to exchange personal cell phone numbers and contact information. The contact list was circulated and those who wished to share the information were asked to add their information and the revised list will be circulated to the group.

11. Mitigation Funding/Stable Funding Guarantee – Norm Lemke

Warden Rathwell updated the Caucus on the recent resolution passed by the County of Renfrew in regard to the potential loss of Mitigation funding/Stable Funding Guarantee. It was acknowledged that this funding is not included in the Provincial Budget at this time. The loss amounts to over 70 million dollars across the Province. Jim Pine advised that AMO is working with the Province on the issue. This may be an important issue for the Caucus to raise at AMO in August.

Warden Gerow thanked the County of Renfrew for their work on the matter. It was advised that the Eastern Ontario Treasurers had scheduled a meeting and this item was on their agenda for discussion.

Moved by: Warden Thompson
Seconded by: Warden Schermerhorn

THAT the item Mitigation Funding/Stable Funding Guarantee be placed on the Wardens' Caucus meeting agenda for June and that the Chair write a letter to the Premier of Ontario advising him the Caucus is seized with this issue. Carried.

12. Request for a Letter of Support for The Municipality of Port Hope – J. Pine

Warden Thompson advised that the Municipality of Port Hope is seeking written support for its bid to have the Province consider locating the proposed new nuclear plant on the

Wesleyville site currently owned by the OPG. Warden Thompson cited the obvious economic boost for the region.

Moved by: Mayor McGee
Seconded by: Warden Burton

THAT the EOWC provide support for the Municipality of Port Hope's proposal to encourage the provincial government to locate its nuclear electric plants on lands in the municipality.

AND THAT a letter be sent by the Chair to the Mayor of Port Hope with copies of the appropriate provincial authorities. Carried.

13. MPAC Bank Towers – J. Pine

Jim Pine advised the Caucus that as this issue was not addressed by the Minister of Finance in the recent budget as per the EOWC's recommendation that it may be time to bring the issue directly to the Premier's attention.

Moved by: Warden Gerow
Seconded by: Warden Schermerhorn

THAT Chair Emond write a letter on behalf the Eastern Ontario Wardens' Caucus urging the Premier to enact a statutory or regulatory solution to the issue as the issue is too important and costly to be left to a lengthy and uncertain court process. Carried.

14. Regional Broadband Project Update / Digital Summit Report – Broadband Project Team

Jim Pine introduced and welcomed the members of the Broadband team; Laura Bradley Actionable Intelligence, Lisa Severson United Counties of Leeds and Grenville, Gary King, CAO County of Peterborough and Sheridan Graham County of Peterborough.

Lisa Severson provided an update on the success of the Digital Summit. She advised that the event held on March 24 & 25th brought 118 participants to Kingston. The goal was to inform the broader public sector of the project. Workshops on e-health, e-government, e-business and e-education were held in the morning and afternoon with key note speakers Matt Wenger, Bernard Lord and Doug Reycraft rounding out the day. The resounding message at the end of the day was to "get it done!" The budget to stage the event was \$31,250 and once registration fees and sponsorships from the province of Ontario were received the net cost to run the entire event was \$23,400.00.

Warden Gutowski added that she felt the event was very well run and that it increased the EOWC's credibility with the stakeholders. The key note speakers strongly endorsed the project and the work of the Caucus in Eastern Ontario. Jim Pine thanked the Province for their support as well as members of the organizing committee including Steve Seller, Ministry of Municipal Affairs and Housing and Barb Swartzentruber and her team from the Ministry of Government Services.

Jim Pine then reviewed the project goals and provided an update on the work of the broadband team in reviewing the Expressions of Interest. Meetings were held with all of the proponents throughout March and April and important information was gathered to help with the preparation of the Build Canada Application. Through this process the team has been able to gather together an inventory of the infrastructure that already exists and how the project can build upon what is already in the ground.

Distinction was made around the 2 parts of the project: 1) Boosting capacity to 10 mbps and 2) bringing high speed service to 95% of the 288,000 unserved residents in Eastern Ontario.

Jim Pine advised the Caucus that the next step would be the establishment of a Project Office. As the project will be on-going over the next 3 – 4 years and with the magnitude of the project itself, it was advised that a dedicated project office should be established. It was acknowledged that funding for this office would come out of the Build Canada funding received. Mayor McGee spoke in support of the establishment of a project office stating that in instances where they have large projects to be managed in the City of Kawartha Lakes they hire a Project Manager to assist staff.

Moved by: Mayor McGee
Seconded by: Warden Thompson

To establish a Project Management Office for the Broadband project of 2 positions with funding coming from the Build Canada Application. Carried.

The timeline for the project was discussed and Jim Pine advised that once the Build Canada Application is approved then the next step would be to issue a RFP which will provide accurate total costs of the project. It was agreed that the Broadband team will bring the proposed RFP back to the Caucus for approval before it is issued.

Moved by: Warden Dulmage
Seconded by: Warden Schmerhorn

WHEREAS the EOWC Inc. has endorsed the Caucus's Eastern Ontario Regional Broadband Project as the number one regional economic development priority;

AND WHEREAS, the EOWC Inc. has obtained Expressions of Interest from the telecommunications industry to provide information on the approach to take to build a modern regional broadband network in Eastern Ontario;

AND WHEREAS EOWC Inc. supports the scalability vis a vis capacity requirements by leveraging upon all existing infrastructure, thus enabling companies to expand their market, and enhance local broadband connectivity to the un-served, under-served and areas;

AND WHEREAS broadband connectivity is eligible for the Building Canada Fund Major Infrastructure component;

NOW THEREFORE BE IT RESOLVED that the EOWC Inc. be authorized to submit an application for federal and provincial funding to determine our eligibility for such a project;

AND FURTHER that if EOWC Inc. is successful in securing funding approval and before any RFP is issued to the marketplace, that the EOWC Inc. partners receive full and complete disclosure of the proposed draft RFP and have the opportunity to provide their input to the final RFP including such issues and options as governance, final sustainability and opportunities for all providers at a regular of special meeting called by the Chair.

Carried.

Mayor Leo Finnegan complimented the team on all of their hard work on the project thus far.

Mike Waddell asked that a one page document be circulated to the Warden's so that the valuable information shared today can be brought to EOWC Councils and shared.

Next Steps: A one-page information document be circulated to the Warden's with information regarding the Broadband Project and as well the Q & A document.

15. Correspondence

15.1 Incoming:

15.1.1 Resolution: Lanark County
(31-Mar-09)
Re: Small Urban & Rural Communities Funding

Moved by: Warden Dulmage
Seconded by: Warden Rathwell

THAT the EOWC support the resolution passed by Lanark County regarding Small and Rural Communities Funding. Carried.

15.1.2 Letter from Mr. Lou Rinaldi M.P.P. Northumberland – Quinte West
(9-Mar-09)
Re: ROMA/OGRA discussion on Eastern Ontario Development
Fund – pg. 18

Moved by: Warden Gerow
Seconded by: Warden Dulmage

THAT the letter from Mr. Lou Rinaldi M.P.P. Northumberland – Quinte West be received and filed. Carried.

15.2 Outgoing:

15.2.1 Warden Emond to The Honourable Jim Watson
(02-April -09)
Re: Follow up on issues discussed at ROMA/OGRA Meeting –
pg. 19-20

The outgoing correspondence was provided as information only.

16. New/Old Business

Green Energy Act

Warden Kirby inquired whether there was an interest among the group to consider taking a position in the New Green Energy Act. It will be placed on the next agenda for discussion.

Future Directions Report

Moved by: Warden Thompson
Seconded by: Warden Gerow

THAT Allen & Partners be engaged to complete an update to the Future Direction document for a cost of \$ 6500.00. Carried

Rural Connections Funding Announcements

Warden Gerow enquired about the affects the delay in Rural Connection program application funding announcements would have on projects. Laura Bradley advised that if there is a substantial delay in a funding announcement, municipalities will run the risk of losing the construction season for their projects.

Moved by: Warden Thompson
Seconded by: Warden Gerow

THAT the Chair write a letter to the Province urging them to move the decision making process along for this program in order that municipalities are not affected by short construction season. Carried.

17. Next Meeting

Wardens' Caucus – Friday, June 19, 2009 – Lanark County

18. Confirmatory By-Law # 09-04

Moved by: Warden Schermerhorn
Seconded by: Warden Burton

THAT the Board of Directors of the Eastern Ontario Wardens' Caucus hereby enacts as follows:

- 1. THAT the action of the Board of Directors at its meeting held on the 17th day of April 2009 in respect to each motion, resolution, by-law and other action passed and taken by the Board of Directors at its said meeting, except where prior approval of any other body or agency is required, is hereby adopted,**

ratified and confirmed.

- 2. THAT the Chair and the proper officers of the Corporation of the Eastern Ontario Wardens' Caucus Inc. are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Secretary is hereby authorized and directed to affix the Corporate Seal to all such documents. Carried.**

19. Adjournment

Meeting adjourned at 12:35 pm

Queen's University- Knowledge Impact in Society

KIS Project

April 8, 2009

This is a 3 year \$300,000 research project funded by the social Sciences and Humanities Research Council of Canada.

The project is an effort to stimulate Eastern Ontario's economy by bringing researchers and organizations together to generate value through knowledge.

They have partnered with PELA CFDC and the Eastern Ontario CFDC Network and over 30 other additional community partners.

The April 8th event was intended to showcase some of the work that KIS project has undertaken so far.

It was a very full day which included more than 25 speakers and /or presenters a working lunch and a working dinner.

- The keynote speaker Dr Robert MacKinnon presented a recently completed project entitled "The Industrial City in Transition". This project helped the city of St John's N.B. develop an inventory of its cultural, people policy and environmental assets.
- One session was a demonstration of how some of the community workshops have been conducted. It included the use of approximately 30 computers. The computers were linked in order to allow participants to rank, score and or provide comment on a number of questions. The scores, ratings and comments fed into the facilitator's computer. The information was then available for immediate use to move the discussions forward.
- A couple of the presentations were student researchers teamed with business owners. One group of students assisted a small traditional fishing lodge with marketing research. The student provided research which helped the owner discover that he should try and expand his advertising and marketing on areas like people over 40 belong to a fishing club. The research told this owner that he did not have he amenities that the 25 to 35 year olds were looking for.

Throughout the course of the day there were several references to the Eastern Ontario Wardens Caucus. To me it was clear that the Monieson Centre has an understanding of our goals and respect for the way the Wardens are conducting business.

As part of the project Queens is currently looking for approximately 25 businesses throughout eastern Ontario to work with to help build success. It may be in the area of H.R. or technology ..for example. There is time commitment of approximately 10 hours on the part of the business owners. There will be need to disclose some financial information. They would like the business owners to come to Queens to be part of the presentation at the end of the project.

Until this time I was not aware that Queen's has a business consulting group. It has been around since 1973.

I believe there is lot of value for the EOWC in being involved in this kind of project and ensuring the we have solid relationships and regular communication with Queen's and other

educational institutions. They are big players with good connections to influential people in many walks of life. The Universities and colleges themselves are major contributors to the economy and their contributions are very stable especially relative to some other industries at this time.

The knowledge products of the KIS project are available at no charge to the public on their website.

I recommend that you find the time or a person who does to look through the site. I've already found an excellent posting of a 'knowledge synthesis' on retaining and attracting youth. In fact I plan including this document as reference material in my proposals for replacing and upgrading some of the very dated and badly worn playground equipment and recreation facilities within my township.

My final comment is that the KIS showcase was another opportunity to plead the case for broadband in Eastern Ontario as one of the projects the KIS program has included is creating a Blog for small business owners. I was only too happy to point out that if this project was to assist Eastern Ontario economy ...that their blog as well intentioned as it might be might be, this tool may be out of reach for many in Eastern Ontario who do not have access to internet.

I encouraged the KIS project organizers to look for a way to get the students out to the rural areas

#1 to ensure they have an understanding of the communities they are trying to serve

#2 because an increase in visibility of the students will help our local businesses, youth and politicians realize that world is changing and that on some level Eastern Ontario needs to be part of that ..or we will be left behind

Respectfully submitted

Janet Gutowski

Warden Frontenac County