



Eastern Ontario Wardens' Caucus MINUTES

**Thursday, January 10, 2013
1:00 p.m.**

**Limestone City Ball Room
Four Points by Sheraton Kingston
285 King Street East, Kingston Ontario**

The meeting was called to order at 1:00 p.m. with the following individuals in attendance:

Present		
County	Head of Council	Staff
County of Frontenac	Janet Gutowski	Elizabeth Savill, CAO
County of Haliburton	Carol Moffatt	Jim Wilson, CAO
County of Hastings	Rick Phillips	Jim Pine, CAO
City of Kawartha Lakes	Ric McGee	Mark Fisher
County of Lanark	Bill Dobson	
United Counties of Leeds and Grenville	Ron Holman	Andy Brown, CAO, Secretary/Treasurer Lesley Todd, Clerk
County of Lennox and Addington	Doug Bearance	Larry Keech, CAO
County of Northumberland	Hector Macmillan	Bill Pyatt, CAO
County of Peterborough	J. Murray Jones	Gary King, CAO
United Counties of Prescott and Russell	Rene Berthiaume	Stephane P. Parisien, CAO Justin Bromberg
County of Prince Edward	Peter Mertens	Merlin Dewing, CAO
County of Renfrew	Peter Emon	Jim Hutton, CAO
United Counties of Stormont, Dundas and Glengarry	Bill McGimpsey	Tim Simpson, CAO Justin Watkins, Intern

Regrets		
County	Head of Council	Staff
County of Lanark		Kurt Greaves, CAO

Past Wardens In Attendance	
County	Name
County of Frontenac	Gary Davison
United Counties of Leeds and Grenville	Mel Campbell
County of Lennox and Addington	Bill Lowry
County of Northumberland	Gil Brocanier
United Counties of Prescott and Russell	Francois St-Armour
County of Renfrew	Bob Sweet
United Counties of Stormont, Dundas and Glengarry	Ian McLeod

Others Present	
Delegation/Guests	Organization
David Fell	Chief Executive Officer, Eastern Ontario Regional Network
Lisa Severson	Communications & Stakeholder Relations Officer, Eastern Ontario Regional Network
Anita Prosser	Communications & Stakeholder Relations Officer Assistant, Eastern Ontario Regional Network
Lisa Hirvi	Chief Financial Officer, Eastern Ontario Regional Network
Kathy Wood	Consultant, Natural Capital Resources Inc.
Vince Fabilli	Ministry of Municipal Affairs and Housing
Warren Sleeth	Ministry of Municipal Affairs and Housing
Steve Seller	Ministry of Municipal Affairs and Housing

1. Call Meeting to Order/Welcome

The meeting was chaired by past Warden Mel Campbell. He called the meeting to order, welcomed everyone and acknowledged Vince Fabilli, Warren Sleeth and Steve Seller from the Ministry of Municipal Affairs and Housing

2. Introduction of Past and New Wardens

Chair Campbell asked those present to introduce themselves.

3. Declaration of Pecuniary Interest - NIL

4. Approval of Agenda

Chair Campbell stated there was one addition to the agenda, a report entitled EODF Appointment under Item 8.10.

**Moved by Warden Holman
Seconded by Warden Berthiaume
THAT the Agenda be adopted as amended.**

CARRIED

5. Approval of Minutes

**Moved by Mayor Mertens
Seconded by Warden Gutowski
That the Minutes of the EOWC Inc. meeting of October 19, 2012 be approved as circulated.**

CARRIED

6. Orientation Review - Andy Brown

Mr. Brown reviewed the following information which is part of the Orientation Binders. The binders were distributed to the incoming EOWC members.

- 2013 Caucus Contact List
- 2013 Meeting Schedule
- EOWC Inc.
 - Terms of Reference
 - Letters of Patent
 - By-laws No. 1 and 2
- Priorities & Accomplishments
 - Historical Overview
 - Accomplishments
 - Priorities (2006 to 2012)

- A Report on the Financial Sustainability of Local Government in Eastern Ontario
- Eastern Ontario Economic Development Strategy
- Briefing Notes
 - OGRA/ROMA 2012
 - AMO 2012
- Pre-Budget Submissions - Provincial and Federal Governments
- Eastern Ontario Regional Network (EORN)

7. Delegations and Presentations

7.1. Kathy Wood, Consultant, Natural Capital Resources Inc.

Ms. Wood presented an update on the EOWC Financial Sustainability Report. She noted the initial report comprised of 42 variables, provided an estimate of the overall infrastructure, and roads and bridges deficit, and identified a need to increase infrastructure investment to maintain assets. Ms. Wood highlighted the changes in 2011 due to new Financial Information Return (FIR) and census data, and provided statistics on population, households, assessment, operating and capital expenditures, employment and unemployment rates. Ms. Wood presented initial information on social housing, environmental services such as water, waste water and waste diversion which were new variables added by the Caucus in 2012.

Ms. Wood's concluding observations were that the overall financial situation has not changed markedly in the past year for the region as a whole, and that extra emphasis needs to be on accelerated economic development, finding new ways to deliver services, suggesting policy changes to reduce costs, taking a careful look at new ways to increase and generate revenue and to continue targeted discussions on infrastructure funding.

Moved by Warden Berthiaume

Seconded by Warden Mcmillan

THAT the presentation from Kathy Wood be received.

CARRIED

7.2. Lisa Hirvi, Chief Financial Officer, Eastern Ontario Regional Network

Ms. Hirvi presented the EORN Financial Update. She stated the audit remains a challenge due to the delay on the decision regarding HST, however the Canada Revenue Agency has agreed to release part of the HST rebate. The EORN have reviewed the draft statements and the next steps are to have the final statements presented to the EORN Board and the Caucus. Ms. Hirvi noted the decision on HST is still outstanding and she reviewed the financial component of the backbone project.

Moved by Warden Jones

Seconded by Warden Dobson

THAT the EOWC receives the Financial Update Report for the Eastern Ontario Regional Network Inc. (EORN) presented on January 10, 2013.

CARRIED

**7.3. Eastern Ontario Regional Network CEO Report - January 9, 2013 -
David Fell**

Mr. Fell presented the report which provided an update on current activities.

Moved by Warden Phillips

Seconded by Warden Gutowski

THAT the EOWC receives the Eastern Ontario Regional Network Inc.(EORN) CAO's Report as presented on January 10, 2013.

CARRIED

**7.4. Eastern Ontario Regional Network - Report, Planning for the Future -
David Fell**

Mr. Fell presented the report on Planning for the Future which outlines a plan to begin shifting the operational focus of EORN from the imminent success of the broadband infrastructure component of the project, to the achievement of the broader strategic vision of the EOWC. He provided background on the project, its budget, the terms of the contribution agreement and timelines. The next phase is planning for the future and Mr. Fell reviewed the working group's five broad categories, which are "tend the garden", connecting rural region, leveraging broadband in municipal government, broadband technology and innovators in

technology infrastructure. He outlined ranking priorities, the consultation process and an estimated budget to 2024. The implantation plan seeks EORN and EOWC sign off, stakeholder consultations in the first quarter of the year, development of budget, detailed costing, implementation plan and timelines during the second and third quarters. Transition from infrastructure phase to the operation phase will occur from late 2013 to late 2014.

Moved by Warden Jones

Seconded by Warden McGimpsey

THAT the EOWC accepts the Planning for the Future Report, and directs EORN staff to move forward with the implementation of the recommendations in the report.

CARRIED

The meeting recessed at 3:00 p.m.

The meeting reconvened at 3:15 p.m.

8. Reports for Review/Discussion

8.1. EORN - Leasing MTO Property for Tower Site - Jim Pine

Mr. Pine reviewed the report and said a lease and sub-lease would be brought to the next meeting for the Caucus's approval.

Moved by Warden Phillips

Seconded by Mayor Mertens

THAT the EOWC approves in principle the negotiation of a lease for the use of Ministry of Transportation property for the purpose of subleasing it to Xplornet Communications who will erect a transmission tower as part of the Eastern Ontario Regional Network.

CARRIED

8.2. EORN Resolution regarding Request for Proposal

Mr. Fell explained that only three bids were received, and therefore a different approach and RFP has been developed.

Moved by Mayor Mertens

Seconded by Warden Berthiaume

THAT the EOWC approves the Eastern Ontario Regional Network Board's recommendation that no contract be awarded in respect to P-01-2012; and that the EORN Board of Directors authorizes the release of a Request for Proposal for the installation of fibre to identified business parks in the region; and further that the EORN Board of Directors authorizes the release of a subsequent Request for Proposal for the provision of services utilizing the installed fibre to the identified business parks.

CARRIED

8.3. EOWC Appointments and Public Appointments to the Eastern Ontario Regional Network Inc. Board of Directors - Jim Pine

Warden Campbell noted this report was discussed at Wednesday's EORN meeting and asked Mr. Pine to review the report. Mr. Pine reviewed the membership of the Board of Directors and that a new members needs to be appointed.

Moved by Warden Moffatt

Seconded by Warden Holman

WHEREAS the EOWC has the responsibility to appoint, on an annual basis, five members to the EORN Board of Directors; and

WHEREAS those appointees may either be current or former members of the EOWC Board of Directors

NOW, THEREFORE BE IT RESOLVED THAT the following persons be appointed to the EORN Board for 2013:

David Burton	-	Haliburton County
Jo Ann Albert	-	Hasting County
J. Murray Jones	-	Peterborough County
Gary Davison	-	Frontenac County
Bob Sweet	-	Renfrew County

CARRIED

8.4. Proposed 2013 Priorities for EOWC - Andy Brown

Mr. Brown presented a Powerpoint presentation on the 2013 Priorities which provided background on previous priorities of economic development,

legislative/regulatory change, and fiscal issues. He stated that for 2013 the key areas of focus being proposed are economic development, financial sustainability and leadership and each of these would be divided up between major projects and ongoing policy issues.

The Caucus discussed the priorities and made suggestions on the number of priorities and how they could be dealt with. There was also concerns raised regarding issues on the list that appear to be a one municipality issue and not something that affects the Eastern Ontario region; and if these should be an issue the Caucus tackles or just supports. Also expressed was the work and good reputation that the EOWC has in regards to the issues that they take on or support.

Kathy Wood made an observation, that in terms of where the most dollars are being spent, the biggest issues would be policing and waste management.

Moved by Mayor McGee

Seconded by Warden Dobson

THAT the CAOs be instructed to prepare a list to be ranked by the 2013 Wardens and Mayors.

DEFEATED

Moved by Warden Jones

Seconded by Mayor McGee

THAT the CAOs be instructed to modify the list of 2013 priorities to provide a better focus and that a presentation be made at the meeting on Friday, January 11, 2013.

CARRIED

8.5. EOWC 2013 Budget - Andy Brown

Mr. Brown presented the 2013 budget and reviewed the components and the inclusion of the cost for a video for improved presentation to Ministerial Panels and other groups.

Moved by Mayor Mertens

Seconded by Warden Gutowski

THAT the EOWC approves the 2013 draft Budget as circulated; and THAT the EOWC membership fee remains at \$5,000 per member.

CARRIED

8.6. Appointment of Auditors for 2013 - Andy Brown

Mr. Brown reviewed the report.

Moved by Mayor McGee

Seconded by Warden Phillips

THAT the EOWC appoints the auditors for the County of Hastings, Collins Barrows Chartered Accountants for the fiscal year 2013.

CARRIED

8.7. Ministerial Delegations at 2013 Ontario Good Roads Association/Rural Ontario Municipal Association Conference - Andy Brown

Mr. Brown reviewed the recommended list of Ministers that the EOWC may wish to meeting with at the conference. The Caucus decided to defer further discussion until tomorrow when the 2013 priorities are presented.

8.8. Meetings with Western Ontario Wardens' Caucus and Eastern Ontario Mayors Caucus at 2013 OGRA/ROMA Conference - Andy Brown

Mr. Brown noted that each year the EOWC meets with the Western Ontario Wardens' Caucus at the OGRA/ROMA and AMO conferences to discuss issues of similar interest. Recently meetings with the Eastern Ontario Mayors' Caucus have also been arranged. Suggestions for topics to discuss can be directed to the CAOs.

8.9. Report - Economic Development Strategy Amended Terms of Reference

Tim Simpson provided background and an update on the Economic Development Strategy project. He noted the goal was not to "recreate the wheel" but to work at a high level with other organizations and partners, and specific actions needed to be identifiable and achievable. He stated the Request

for Proposal would be issued shortly and an amendment needs to be made to the guiding coalition in Terms of Reference to assist in securing funding.

Moved by Warden McGimpsey

Seconded by Warden Holman

THAT the EOWC approves the amended Terms of Reference for the development of the Eastern Ontario Economic Development Strategy as presented.

CARRIED

8.10 Report – Eastern Ontario Development Fund Board Appointment

Mr. Brown reviewed the report and noted that as part of the announcement on the Eastern Ontario Development Fund a Board of Directors will be appointed and it is prudent for a representative from Eastern Ontario be put forward for appointment.

Moved by Warden Phillips

Seconded by Warden Jones

THAT the EOWC recommends to the Minister of Economic Development and Innovation the appointment of Past Chair Mel Campbell as its representative to the Eastern Ontario Development Fund Corporation's Board of Directors pursuant to Section 4 of Bill 11.

CARRIED

9. Candidates for EOWC Chair and Vice Chair

Mr. King reviewed the election process and asked if any member wished to announce their intent to run for the position of Chair or Vice Chair of the Caucus.

Rick Phillips, Warden for the County of Hastings announced his intent to run for Chair of the Caucus.

Ron Holman, Warden for the United Counties of Leeds and Grenville announced his intent to run for Vice Chair of the Caucus.

Both Wardens were given an opportunity to address the Caucus.

10. Closed Session - NIL

11. Rise from Closed Session With/Without a Report - NIL

12. Correspondence

12.1. Outgoing

Warden Campbell asked if there were any questions or comments regarding the outgoing correspondence.

- 12.1.1. December 6, 2012 - Amethyst Award Selection Committee, Ontario Honours and Award Secretariat re: Amethyst Award Nominee – Letter of Support for the Regional Development Branch
- 12.1.2. December 18, 2012 - Letter to MP Barry Devolin and MPP Laurie Scott regarding their response to a letter from the Redstone Lake Cottagers Association

12.2. Incoming

Warden Campbell asked if there were any questions or comments regarding the incoming correspondence.

- 12.2.1. October 24, 2012 – Office of the Prime Minister, response to the EOWC's Letter of August 20 regarding Joint Emergency Preparedness Program
- 12.2.2. November 9, 2012 - Copy of Letter from Michael Chan, Minister of Tourism, Culture and Sport, to Bert Clark, Infrastructure Ontario regarding Ontario Travel Information Centres
- 12.2.3. November 28, 2012 - Copy of Resolution from the Municipality of Hastings Highlands regarding Highway 62
- 12.2.4. December 4, 2012 - Letter from Ted McMeekin, Minister of Agriculture, Food and Rural Affairs offering congratulations to the EOWC on the completion of the Fibre Optic Backbone Network
- 12.2.5. December 5, 2012 - Vic Toews, Minister of Public Safety response to our Letter of August 20, 2012 regarding the Joint Emergency Preparedness Program

- 12.2.6. December 6, 2012 - Copy of Letter to MP Barry Devolin and MPP Laurie Scott from the Redstone Lake Cottagers Association regarding EORN
- 12.2.7. December 20, 2012 - County of Lanark Re: Copy of Resolution regarding the Transfer of Vital Historic Documentation, Lanark Land Registry Office # 27
- 12.2.8. December 31, 2012 - Copy of letter from the Town of Perth re: Rideau Canal Hours - Oppose Reduction of Hours

13. By-laws - NIL

14. Notice of Motions - NIL

15. Confirmation By-law #13-01

Moved by Warden Moffatt

Seconded by Warden Dobson

The Board of Directors 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 10th day of January, 2013 in respect of 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 the things necessary to give effect to the said action or to obtain any approvals where required, and to execute all documents as may be necessary, and the Secretary is hereby authorized and directed to affix the Corporate Seal to all such documents.

CARRIED

Warden Campbell noted the Inaugural Dinner will be held in the Old Stone Dining Room at the Four Points Sheraton. Social Hour will begin at 6:00 p.m. and Dinner will be served at 7:00 p.m.

16. Adjournment

Moved by Warden Berthiaume

Seconded by Warden Moffatt

Be it resolved that the EOWC Meeting adjourned at 4:40 p.m.

CARRIED

Rick Phillips, Chair

Andy Brown, Secretary-Treasurer