



Eastern Ontario Wardens' Caucus MINUTES

**Thursday, January 15, 2015
Delta Waterfront Hotel
Kingston, Ontario
9:00 a.m.**

The meeting was called to order at 9:15 a.m. with the following individuals in attendance.

Present		
County	Head of Council	Staff
County of Frontenac	Warden Denis Doyle	Kelly Pender, CAO
County of Haliburton	Warden Murray Fearrey Past-Warden Dave Burton	Jim Wilson, CAO
County of Hastings	Warden Rick Phillips	Jim Pine, CAO
City of Kawartha Lakes	Mayor Andy Letham	Mark Fisher, CAO
County of Lanark	Warden Keith Kerr Past-Warden Richard Kidd	Kurt Greaves, CAO
United Counties of Leeds and Grenville	Warden David Gordon Past-Warden Ron Holman	Andy Brown, CAO
County of Lennox & Addington	Warden Gord Schermerhorn	Larry Keech, CAO
County of Northumberland	Warden Marc Coombs Past-Warden Linda Thompson	Elizabeth Savill, CAO
County of Peterborough	Warden J. Murray Jones	Gary King, CAO
County of Prince Edward	Mayor Robert Quaiff	Merlin Dewing, CAO
United Counties of Prescott and Russell	Warden Robert Kirby Past-Warden François St-Amour	Stéphane P. Parisien, CAO, Secretary/Treasurer
County of Renfrew	Warden Peter Emon	Jim Hutton, CAO
United Counties of Stormont, Dundas and Glengarry	Warden Eric Duncan	Tim Simpson, CAO

Regrets		
None		

Others Present	
Delegation/Guests	Organization
Justin Bromberg	Executive Assistant and Communications, UCPR
David Fell	Chief Executive Officer, Eastern Ontario Regional Network
Lisa Severson	Communications Stakeholder and Relations Officer, EORN
Laura Bradley	Technical Manager, Eastern Ontario Regional Network
Stephen Seller	Municipal Advisor, Ministry of Municipal Affairs
Linda Little	Financial Analyst, Eastern Ontario Regional Network

1. Call Meeting to Order/Welcome

The meeting was called to order and Past Chair Rick Phillips welcomed everyone. Warden Phillips spoke about Jean Paul St. Pierre, who passed away suddenly following the EOWC's last meeting. He asked members to observe a moment of silence.

2. Declaration of Pecuniary Interest - Nil

3. Approval of Agenda

Moved by Warden Emon

Seconded by Warden Jones

THAT the Agenda of the January 15, 2015 meeting be adopted as presented.

CARRIED

4. Approval of Minutes

The minutes of the EOWC Inc. meeting of October 17, 2014 were presented.

Moved by Warden Kidd

Seconded by Warden Emon

THAT the Minutes of the EOWC Inc. meeting of October 17, 2014 be approved as circulated.

CARRIED

5. Orientation Review – Stéphane P. Parisien

Stéphane P. Parisien briefly explained the contents of the EOWC Orientation Binder and invited members to ask their CAOs for any questions.

6. Delegations

6.1 Peter Emon, Atomic Energy of Canada

Warden Peter Emon explained the Government of Canada is engaged in a process to restructure Canadian Nuclear Laboratories (CNL), including the research and development, science and technology, nuclear legacy management and storage and contract service functions. Among other locations, CNL has locations in Port Hope, Ottawa, and Chalk River. In order to ensure a positive outcome, Renfrew County created a CNL Restructuring Team led by the Warden and supported by County staff, to take an active role with the Government of Canada and with the private sector companies which are competing for this contract.

Warden Emon requested the EOWC support the team's report, which resulted in the following recommendations for inclusion in the Government Request for Proposal (RFP) for the Restructuring of CNL.

1. The Creation of a National Science and Technology Laboratory at the Chalk River Laboratories to work in cooperation with the private sector and educational institutions and to support the Government's requirements for science and technology and nuclear science knowledge.
2. Commitment from the Government of Canada and winning bidder to co-invest in a new nuclear research reactor at CRL to ensure Canada's leadership and to support the Government's science and technology mission.
3. The creation of a Community Commitment Plan (CCP) that would include the following:
 - Financial incentives for the winning bidder to assign a percentage of the operating fee to the CCP;
 - A multi-purpose facility to house business, incubator, office and laboratory space for industry and educational institutions, training and skills development programs, fabrication facilities;
 - A public outreach and education center with complementary programs;
 - Deliver public education via: research and published papers, informed commentaries, op-ed pieces, confront challenges to the science and technology and nuclear laboratories; enhanced engagement of all communities;

- Support and promote nuclear and science and technology mission across the country, across all sectors, including enhancing awareness of all nuclear applications such as human health, advanced materials, electrical energy, fuels, metals, nuclear safety and non-proliferation, environmental, industrial processes;
 - Charitable donations, education, community development, economic development;
 - A Community Re-use organization which will have access to material, land and building surplus to the mission of the GOCO which can be redirected and repurposed to create business and employment opportunities, revenue generation for the benefit of the community;
 - Request bidders to comment on how they would implement and incentivize local procurement based on rings of influence from the site.
4. Request the winning bidder not be excluded from engaging in the production of isotope for any application if there is a business case.
 5. In support of the Canadian nuclear power operators, and Candu operators around the world, re-establish the Experimental Loops Fuel Evaluation program.
 6. Upgrade and expand Hot Cells facility at CRF and identify as a priority in RFP to be addressed by contractor. This is an industry support and a safety issue!

**Moved by Warden Emon
Seconded by Warden Gordon**

WHEREAS the Government of Canada has launched the Canadian Nuclear Laboratories (CNL) Restructuring to select a private company to operate CNL in a Government Owned Contractor Operated (GOCO) model;

AND WHEREAS the continued and expanded sustainable operation of CNL is of critical importance to industry, education, human health, national security, nuclear nonproliferation, and maintaining Canada's world leading position at the forefront of peaceful applications of nuclear power and science;

AND WHEREAS businesses across Eastern Ontario and all of Canada benefit from the science and technology expertise and facilities of CNL and the national and global business opportunities emerging in the nuclear power production of electricity globally;

AND WHEREAS creating the optimal structure for long-term sustainable success of the new GOCO will ensure the protection of the 60-year investment by the Government and taxpayers of Canada in nuclear science and technology;

AND WHEREAS the County of Renfrew has, after much investigation, consultation and due diligence, provided to the Federal Government of Canada and to the Qualified Bidders for the CNL Restructuring, six (6) recommendations for inclusion in Request for Proposal (RFP), representing the best interests of all: municipalities, businesses, educational institutions, nuclear power producers, health care and medical professionals and research institutions across Canada;

NOW THEREFORE BE IT RESOLVED THAT the EOWC support and endorse the six (6) recommendations for inclusion in the Request for Proposal for the Restructuring of Canadian Nuclear Laboratories (CNL) proposed by the County of Renfrew to the Government of Canada.

CARRIED

7. Reports for Review/Discussion

7.1 Eastern Ontario Economic Development Strategy and the Economic Development Day Workshop of November 21, 2014 – Jim Hutton

Jim Hutton presented the history of the Eastern Ontario Economic Development Strategy and discussed the document's priorities and objectives during the forthcoming implementation phase. He explained that the Guiding Coalition has coordinated a funding application to the Ontario Ministry of Agriculture and Food and Rural Affairs through the Rural Economic Development (RED) Program.

A key component of the application is hiring a coordinator to lead and establish a Regional Economic Development Leadership Council. The coordinator would work towards the completion of the identified short term actions and identify and seek partners for all of the recommended actions.

**Moved by Warden Duncan
Seconded by Warden Jones**

**THAT the EOWC Inc. receive the report as presented.
CARRIED**

It is anticipated the application will be a three-year commitment of about \$255,000. The EOWC will seek 75% funding from OMAFRA (\$191,250). Additional partners for the remaining 25% (\$63,750 over three years) will be sought, including the EOMC. It was proposed that the EOWC budget for a maximum contribution of \$25,000 over each of the next three years.

**Moved by Warden Duncan
Seconded by Warden Doyle**

**THAT the EOWC Inc. approve the funding application through the RED Program and the proposed three-year commitment.
CARRIED**

7.2 Update on Industry Canada 3500 MHz Band Proposal – Jim Pine

Jim Pine thanked the EOWC and EORN Boards of Directors for taking a leadership role with our MPs on the Industry Canada 3500 MHz Spectrum Proposal. He noted that both groups worked with ISPs, ROMA and other partners, and shared a number of concerns with the federal government. This effort helped contribute to Industry Canada's reversal on its proposal.

**Moved by Warden Emon
Seconded by Warden Gordon**

**THAT the EOWC Inc. receive the report as presented.
CARRIED**

7.3 Update on Bill 31 (formerly Bill 34) – Stéphane P. Parisien

Stéphane P. Parisien explained the history of Bill 34 and the work done by the EOWC over the past year in advocating its passage at the provincial level. He noted the Province recently merged the Bill with another one into Bill 31, and the Ministry of Transportation advised the EOWC that passage is expected in early 2015. However, implementation will only take place up to two years after the Bill receives Royal Assent.

Warden Duncan noted that some municipalities are ready to move forward as soon as Royal Assent is achieved, and some Court organizations are lobbying the Province to move forward more quickly than two years, or to simply remove that provision. He proposed getting more information from the Court associations and developing a recommendation on the two-year timeframe to make the Bill even better.

**Moved by Warden Kirby
Seconded by Warden Kerr**

**THAT the EOWC Inc. receive the report as presented.
CARRIED**

7.4 Update on Bill 8 (*Accountability Act*) – Jim Pine

Jim Pine provided an update on the EOWC's presentation last November to the Standing Committee on Bill 8. He noted the EOWC has been mildly successful in changing the government's focus on the Bill, though there is more work to be done. Implementation is likely to occur on January 1, 2016 and despite a robust complaint system within our municipalities, the Province appears to be drafting regulations. Mr. Pine suggested that municipalities prepare for Bill 8, as it has received all-party support. He also noted that while the Ombudsman is billed as a "free service," his annual budget in 2014 was \$11.2 million, with 86 full-time employees.

**Moved by Warden Kirby
Seconded by Warden Doyle**

**THAT the EOWC Inc. receive the report on Bill 8.
CARRIED**

7.5 Eastern Ontario Federal MPs Meeting – Jim Pine

Jim Pine discussed the importance of the EOWC meeting with its federal MPs in Ottawa. He is working directly with MP Rick Norlock, Chair of the Eastern and Northern Ontario Caucus, who is very keen to receive the EOWC in Ottawa as a group. Mr. Pine stressed the importance of having support from all EOWC Wardens, and that our best opportunity would be an early Tuesday morning meeting, before the budget is released.

The main topics to be discussed are the roads eligibility count (increasing access to Small Communities Funding for county roads), as well as the cellular network infrastructure improvement and social housing. The EOWC's support was requested in moving this forward.

**Moved by Warden Schermerhorn
Seconded by Warden Emon**

**THAT the EOWC Inc. instruct staff to contact their respective
MPs in an effort to organize this meeting.**

CARRIED

7.6 Queen's Park Day – Stéphane P. Parisien

This item was deferred until after the lunch break.

7.7 Appointment of Auditors – Stéphane P. Parisien

It was recommended that the EOWC appoint Collins Barrows Chartered Accountants, being the same accounting firm as in previous years.

**Moved by Warden Emon
Seconded by Warden Kirby**

**THAT the EOWC Inc. appoint the auditors for the County of
Hastings, Collins Barrows Chartered Accountants, for the 2015
fiscal year.**

CARRIED

7.8 Incorporation Documentation (Form 1) – Stéphane P. Parisien

It was explained that Corporations must complete and submit a Notice of Change to the CPPSB within 15 days after any change takes place (e.g., when a corporation changes its address, directors or officers). Wardens were asked to fill out the distributed forms and return them to the EOWC.

7.9 Eastern Ontario Regional Network (EORN) Reports – David Fell

7.9.1 EORN CEO Report

David Fell presented the CEO's Report, noting among other things that noted that Deloitte completed the first compliance audit for OMAFRA, which focused on governance, procurement and finance, and EORN was found to be fully compliant. Deloitte started the second compliance audit in November 2014 with a report due to the Province by December 31, 2014, though it has not yet been released. This audit focused on the eligibility of costs, customer service requirements, pricing, compliance with federal telecommunication requirements and technological requirements. All indications are that the audit has gone very well to date.

All of the outstanding access gap and business gap projects are on track and were projected to be completed by December 31, 2014. Based on the current review of claims submissions, EORN is anticipating that the government subsidy for these projects will likely come in approximately \$75,000 under budget. The management team also anticipates that EORN eligible contingency budget of \$500,000 will not be required.

7.9.2 Communications Report – Lisa Severson

Lisa Severson presented an overview of the presentations and meetings in which EORN participated in 2014, including for regional broadband launches, business parks, funding, the cellular gap analysis, and the final EORN completion announcement in November 2014. She explained the next steps that EORN will undertake in the coming year, including the Phase 2 Next Step Strategies which includes the cellular gap project, municipal IT projects, and the digital strategy for Eastern Ontario.

7.9.3 Financial Update Report – David Fell

David Fell presented a financial update for EORN, including that the Province of Ontario agreed to extend the project end date to March 31, 2015 (previously December 31, 2014), which allowed additional access work to be contracted including the municipal business parks. Based on updated projections, the project budget is approximately \$174.9 million. Furthermore, EOWC member contributions estimated at \$4.1 million will be transferred to EORN Phase 2.

7.9.4 Digital Strategy Report – David Fell

David Fell presented an update on the EORN Digital Strategy and explained the Report to EOWC members.

7.9.5 Phase 2 Budget Report – David Fell

David Fell presented an update on the Phase 2 project and its budget, in conjunction with the EORN Digital Strategy which outlines all of the goals and objectives for EORN over the next 10 years.

7.9.6 Monieson Final Report – David Fell

David Fell presented the Monieson Final Report as well as the summary of its social and economic impacts and an outcomes analysis. He noted that the EOWC and Queen's University entered into an agreement with the Monieson Centre to undertake two studies to evaluate the social and economic impacts of the EORN project through interdisciplinary, cross-institutional research. Upon approval of the Monieson Final Report, EORN will pay the outstanding invoice for \$10,000 to Monieson and collect the remaining contribution of \$3,000 from OMAFRA.

7.9.7 Municipal Information Management Project Report – David Fell

David Fell noted that EORN's Municipal Shared Services working group met with the City of Kawartha Lakes in July 2014 to learn more about the Lean Six Sigma methodology and its implementation in electronic document management. There is a significant cost savings to be expected based on that experience. A pilot project was launched, involving Lean Six Sigma training, and three Counties have since committed to working

together on a collaborative Municipal Information Management Project (MIMP). The project will review and develop Municipal Information Management processes to implement and optimize data architecture and information lifecycle best practices. He explained the objectives of the second phase, which if successful could then be implemented in the other upper and lower tier municipalities in the EOWC. He requested the EOWC's support of \$25,000 to continue with the next level of training.

7.9.8 Magnet Report – David Fell

David Fell provided an overview of the Magnet project, which will address the challenges facing the local manufacturing sector by pairing individual companies with local economic development agencies and address some of the recommendations in the Eastern Ontario Economic Development Strategy, specifically Workforce Development & Deployment and Technology Integration & innovation. The implementation of Magnet will improve access to qualified talent and reduce one of the main hurdles associated with conducting training that improves the competitiveness of manufacturers. EORN will be working with a variety of community groups to use the Magnet licenses for improved workforce planning and development in Eastern Ontario. This EODP funded project will include a previously approved contribution from EORN of \$30,000 and involve an investment in manufacturers training of \$1,420,000 over two years.

7.9.9 OMAFRA Quarterly Report – David Fell

David Fell presented the EORN Project Progress Report for Fiscal Period Q2 2014/2015 as submitted to OMAFRA.

**Moved by Warden Doyle
Seconded by Warden Fearrey**

THAT the EOWC Inc. receive the EORN CEO's reports and support the recommendations contained within each of them.

CARRIED

LUNCH BREAK

8. Closed Session

**8.1 Eastern Ontario Regional Network, Cell Gap Analysis Report –
Laura Bradley / Jim Pine / Lisa Severson**

**Moved by Warden Emon
Seconded by Warden Kerr**

**THAT the EOWC Inc. move into Closed Session to discuss the
Cell Gap Analysis Report.**

CARRIED

**Moved by Warden Emon
Seconded by Warden Kerr**

**THAT the EOWC Inc. accept the recommendation regarding
the Cell Gap Analysis Report and move out of Closed Session.**

CARRIED

**Moved by Warden Doyle
Seconded by Warden Emon**

**THAT staff be directed to follow the next steps and financial
recommendations provided during the closed session.**

CARRIED

7. Reports for Review/Discussion (continued)

7.6 Queen's Park Day

Stéphane P. Parisien provided an overview for new Wardens of the history behind this proposal, which dates back to the EOWC's meeting in October 2014. He recalled that based on that discussion, EOWC and EORN would share the \$25,000 estimated cost of the two-day event. An RFP was drafted late last year and responses were received from StrategyCorp and Enterprise Canada, both based in Toronto. Quotes from both firms were approximately \$17,000, plus travel and food/beverage costs.

Mr. Parisien inquired as to the incoming Wardens' interest in pursuing this venture, and suggested that a decision be taken based on the mood at ROMA/OGRA next month.

**Moved by Warden Jones
Seconded by Warden Burton**

THAT the EOWC Inc. receive the report as presented and delay any decision on the Queen's Park Day proposal until after the Multi-Ministers Delegation at the ROMA/OGRA Conference.

CARRIED

7.10 2015 Proposed Priorities – Stéphane P. Parisien

Stéphane P. Parisien presented an overview of the 2014 priorities and the proposed 2015 priorities. Further discussion ensued between Wardens, particularly on whether to make policing costs a priority again for 2015. It was suggested to insert policing into the Ongoing Priority statement, and furthermore to shape that statement specifically around "sustainability," including policing costs and joint and several liability.

**Moved by Warden Schermerhorn
Seconded by Warden Gordon**

That the EOWC Inc. approve the 2015 priorities as presented, with the proposed amendments.

CARRIED

7.11 2015 Proposed Budget – Stéphane P. Parisien

Stéphane P. Parisien presented the 2015 budget to Wardens.

**Moved by Warden Kirby
Seconded by Warden Schermerhorn**

That the EOWC Inc. approve the 2015 budget as presented.

CARRIED

7.12 Ministerial Delegations at 2015 ROMA/OGRA Conference

Stéphane P. Parisien opened the floor to Wardens' suggested discussion topics for the Multi-Ministers Delegation at the ROMA/OGRA Conference. In addition to the topics of infrastructure funding and municipal financial sustainability, the following subjects were put forward:

- Eastern Ontario Economic Development Strategy
- Cellular Network Improvement Project
- Inadequate energy supply
- Joint and Several Liability
- Policing costs
- FIT projects
- Natural gas
- CNL

It was further suggested to retain the same format as at AMO 2014, with each Warden asking a question. The Chair's introduction will include a thank you regarding the completion of the EORN project.

Moved by Warden Doyle

Seconded by Warden Emon

THAT the EOWC Inc. approve the topics for the Multi-Ministers Delegation at the ROMA/OGRA Conference as discussed.

CARRIED

7.13 Meetings with WOWC and EOMC at 2015 ROMA/OGRA Conference

Stéphane P. Parisien reminded Wardens that the EOWC normally meets with the WOWC and EOMC at the ROMA/OGRA Conference. He added that the EOMC's new Chair and Secretary, from the City of Kingston, should make for an improved relationship with that group this coming year.

Moved by Warden Emon

Seconded by Warden Kerr

THAT the EOWC Inc. receive the report as presented.

CARRIED

9. Correspondence

**Moved by Mayor Kerr
Seconded by Warden Jones**

THAT the incoming and outgoing correspondence be received.

CARRIED

9.1 Outgoing

- 9.1.1 Letter to Laurie LeBlanc regarding the AMCTO Municipal Management Internship Program, dated November 25, 2014
- 9.1.2 Letter to Warden Gordon Schermerhorn regarding support for Goodyear Tire plant, dated November 25, 2014
- 9.1.3 Letter to the Honourable Bob Chiarelli regarding a stable electricity supply in Ontario, dated November 27, 2014
- 9.1.4 Letter to the Honourable Ted McMeekin regarding the Places to Grow Initiative, dated November 27, 2014
- 9.1.5 Letter to the Honourable Ted McMeekin regarding an EOWC request for a Multi-Minister delegation at the ROMA/OGRA Conference, dated December 8, 2014
- 9.1.6 Letter to the MP Pierre Lemieux regarding a forthcoming meeting with federal MPs, dated December 12, 2014
- 9.1.7 Letters to Prime Minister Stephen Harper and Ontario Premier Kathleen Wynne regarding the completion of EORN and the Cellular Network Improvement Project, dated January 8, 2015

7.2 Incoming

- 9.2.1 Letter from Jamie Morris, Kawartha Lakes Public Library Board, regarding 3500 MHz Band, dated October 6, 2014

- 9.2.2 Letter from Township of Douro-Dummer re: resolution on Joint and Several Liability, dated October 16, 2014
- 9.2.3 Letter from Bob Sweet, Mayor of Petawawa, regarding an EOWC visit to Garrison Petawawa, dated October 21, 2014
- 9.2.4 Letter from Town of Petawawa regarding Industry Canada changes to 3500 MHz Spectrum, dated November 5, 2014
- 9.2.5 Letter from Industry Minister James Moore in response to EOWC on 3500 MHz Spectrum, dated November 12, 2014
- 9.2.6 Letter from the Honourable Yasir Naqvi regarding the EOWC resolution on police services costs, dated December 12, 2014
- 9.2.6 Letter from Industry Minister James Moore in response to EOWC on 3500 MHz Spectrum, dated December 19, 2014
- 9.2.7 Letter from the Ontario Growth Secretariat regarding the Places to Grow Initiative, dated December 22, 2014

10. By-laws

11. Notice of Motions

12. Nominations for EOWC Chair and Vice-Chair – Gary King

Members were invited to put their name forward for the positions of Chair and Vice-Chair. The election process is scheduled for Friday, January 16. Warden Duncan addressed the EOWC membership on his intentions for Chair, while Warden Jones spoke to his intentions for Vice-Chair.

13. Confirmation By-law #15-01

**Moved by Warden Emon
Seconded by Warden Coombs**

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 the 15th day of January, 2015 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.

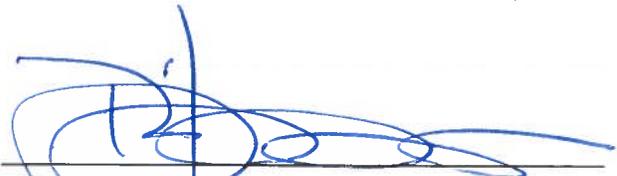
11. Adjournment

**Moved by Warden Gordon
Seconded by Mayor Kirby**

THAT the meeting be adjourned.



Eric Duncan, Chair



Timothy J. Simpson, Secretary-Treasurer