



Eastern Ontario Wardens' Caucus MINUTES

**Thursday, January 9, 2020
9:00 a.m.**

**Delta Waterfront Hotel
Grandview Room
Kingston, ON**

The meeting was called to order at 9:00 a.m. with the following individuals in attendance.

Present		
County	Head of Council	Staff
County of Frontenac	Warden Frances Smith Past Warden Ron Higgins	Kelly Pender, CAO
County of Haliburton	Warden Liz Danielsen	Mike Rutter, CAO
County of Hastings	Warden Rick Phillips	Jim Pine, CAO
City of Kawartha Lakes	Mayor Andy Letham, Chair	Ron Taylor, CAO
County of Lanark	Warden Brian Campbell Past Warden Richard Kidd	Kurt Greaves, CAO
United Counties of Leeds and Grenville	Warden Pat Sayeau	Andy Brown, CAO
County of Lennox and Addington	Warden Marg Isbester Past Warden Eric Smith	Brenda Orchard, CAO
County of Northumberland	Warden Bob Sanderson	Jennifer Moore, CAO
County of Peterborough	Warden J. Murray Jones	Troy Speck, CAO
United Counties of Prescott and Russell	Warden Pierre Leroux	Stéphane P. Parisien, CAO
County of Prince Edward	Mayor Steve Ferguson	
County of Renfrew	Warden Debbie Robinson Past Warden Jennifer Murphy	Paul Moreau, CAO
United Counties of Stormont, Dundas and Glengarry	Warden Frank Prevost Past Warden Jamie MacDonald	

Regrets		
County of Northumberland	Past Warden John Logel	
United Counties of Prescott and Russell	Past Warden Robert Kirby	
County of Prince Edward		Marcia Wallace, CAO
United Counties of Stormont, Dundas and Glengarry		Tim Simpson, CAO
Others Present		
Delegation/Guests	Organization	
Justin Bromberg	Manager of Government Relations, EOWC	
David Fell	Chief Executive Officer, Eastern Ontario Regional Network	
Lisa Severson	Communications Stakeholder and Relations Officer, EORN	
Paula Preston	Technical Consultant, EORN	
Meredith Staveley-Watson	Policy and Administration Coordinator, EOWC	
Maddison Ellis	Policy and Administration Coordinator, EOWC	
Brandon Forrest	Manager, Local Government and Housing, MMAH	

1. Call Meeting to Order / Welcome

The meeting was called to order and Chair Andy Letham welcomed everyone.

2. Declaration of Pecuniary Interest – NIL

3. Approval of Agenda

Moved by Frances Smith

Seconded by Rick Phillips

THAT the Agenda of the January 9, 2020 meeting be adopted as presented.

CARRIED

4. Approval of Minutes

Moved by Liz Danielsen

Seconded by Pat Sayeau

THAT the Minutes of the EOWC Inc. meeting of December 6, 2019 be approved as circulated.

CARRIED

5. Orientation Binder Review – Chair Andy Letham and Ron Taylor

5.1 EOWC Contact List for 2020

Chair Andy Letham reviewed the contact list.

5.2 EOWC Meeting Schedule for 2020

Chair Andy Letham reviewed the meeting schedule for the upcoming year. He highlighted the strategy and priority setting meeting in March, which will be facilitated by StrategyCorp. Chair Letham noted that the Eastern Ontario Mayors' Caucus (EOMC) is meeting in the opposite months of the EOWC and pointed to further collaborative work with the Mayors. He thanked the CAOs and EOWC support staff for their work.

Moved by Pierre Leroux

Seconded by Marg Isbester

THAT the 2020 EOWC meeting schedule be approved, as presented.

CARRIED

5.3 EOWC By-Laws No. 1 and 2

Chair Andy Letham led the review of the EOWC By-Laws and responded to questions from the members.

5.4 EOWC Terms of Reference

Chair Andy Letham reviewed the EOWC Terms of Reference.

5.5 EOWC Letters of Patent

Chair Andy Letham reviewed the EOWC letters of patent.

6. Review of EOWC Advocacy and Accomplishments – EOWC Staff

EOWC support staff, including Ron Taylor, Justin Bromberg, Maddison Ellis, and Meredith Staveley-Watson, presented an overview of the EOWC's history, past successes, events, and projects, including both EORN and the EOLC. The EOWC continues to work on provincial reviews and submissions and have a strong presence at the AMO and ROMA conferences.

Ron Taylor recalled the EOWC priority-setting meeting in March, during which members will discuss the EOWC's position moving forward. He mentioned the EOWC's study and provincial submission on Emergency Services, and reviewed affordable housing and its two fronts, affordability and attainability. A summary was provided on the Eastern Ontario Leadership Council (EOLC) and its work around rural economic development. Ron Higgins, Past Warden of the County of Frontenac, was reappointed as EOLC Co-Chair for 2020 for a second year.

CAO Jim Pine mentioned the importance of the EOWC's evidence-based approach, including a number of White Papers produced throughout the years. Mr. Bromberg noted the EOWC website as a resource to members, municipalities and the public. Ms. Ellis and Ms. Staveley-Watson reviewed the 2019 Mentorship Program, in which they served in the roles of Policy and Administration Coordinator. They both shared their appreciation for the program regarding their career development as it relates to the municipal sector. Chair Letham shared his thanks and spoke to the strong reputation and relationship the EOWC has in Eastern Ontario.

Finally, Chair Letham introduced Brandon Forrest to explain his role at the EOWC meetings. Mr. Forrest noted that his role as an advisor is to act as a government liaison and help to facilitate and prepare briefing notes to support the province and municipalities in meetings, discussion, consultations, and conferences.

7. Review of EORN History and Accomplishments – Jim Pine / Lisa Severson

Jim Pine presented an overview of EORN, established as a non-profit organization in 2009 in order to bring connectivity to the region as an economic boost. EORN is currently recruiting staff to support the cellular network gap project, of which construction will begin in 2021. Mr. Pine reviewed the EORN Board structure and noted that the EOWC retains majority membership.

Mr. Pine also spoke to the current provincial public health and EMS consultations. He commended the Ministry of Health for receiving feedback from the municipal sector, and spoke to his upcoming consultations and presentation at the ROMA 2020 Conference in Toronto.

8. Review of EOLC History and Accomplishments – EOLC Co-Chair and Staff

EOLC Co-Chair Ron Higgins and CAOs Andy Brown and Kelly Pender spoke to the EOLC's history, recent accomplishments, and its Working Groups. The EOLC is now largely self-funded and will only be returning to the EOWC to flow project funding

from the Province, until such time that the EOLC becomes an incorporated body. Co-Chair Higgins spoke to the EOLC's governance, the opportunities to collaborate with the Province, and the strengthened relationship with the EOMC. He noted the EOLC's request for \$25,000 from the EOWC for 2020 and 2021.

Chair Letham called a break for lunch at 11:58 a.m.

9. Reports for Review/Discussion

9.1. Appointment of Auditors for 2020

Moved by Frances Smith

Seconded by Rick Phillips

THAT the EOWC Board of Directors appoint the auditors for the County of Hastings, Baker Tilly KDN LLP, for the fiscal year 2020.

CARRIED

9.2. Incorporation Documentation (Form 1)

Moved by J Murray Jones

Seconded by Liz Danielsen

THAT the members of the EOWC Board of Directors complete the Form 1 – Notice of Change required to indicate new membership on the board for the 2020 year.

CARRIED

9.3 Proposed 2020 EOWC Budget

Chair Letham reviewed the budget and answered questions from members.

Moved by Pierre Leroux

Seconded by Frank Prevost

THAT the EOWC Board of Directors approve the 2020 budget as circulated.

CARRIED

9.4 Preparation for 2020 ROMA Conference Delegation

Ron Taylor facilitated discussion about the EOWC's priorities and the format of the Multi-Ministers Delegation at the ROMA Conference. Confirmed Ministers include Steve Clark, Todd Smith, Laurie Scott, and Christine Elliott.

Discussion ensued about to the structure and attendees of the Multi-Ministers delegation. It was decided that only current Wardens should attend, and that any other guests require invitations from the Caucus, approved through the Chair.

10. Closed Session (n/a)

11. Correspondence

11.1 Outgoing

11.1.1 Letter to Minister Steve Clark regarding the Multi-Ministerial Delegation at ROMA 2020 Conference, dated November 29, 2019

11.2 Incoming (n/a)

Moved by Bob Sanderson

Seconded by J. Murray Jones

THAT the outgoing correspondence be received.

CARRIED

12. By-laws

13. Notice of Motions

14. Certificates of Recognition for 2019 EOWC Members

Chair Letham congratulated and thanked the Wardens who served on the EOWC in 2019, including Ron Higgins, Richard Kidd, Robert Kirby, John Logel, Jennifer Murphy and Eric Smith. Vice-Chair Murphy recognized Chair Letham's service.

15. Nominations for EOWC Chair and Vice-Chair – Chair Andy Letham

Moved by Frank Prevost

Seconded by Pierre Leroux

THAT Ron Taylor be appointed to facilitate the nomination process for the EOWC Chair and Vice-Chair for 2020.

CARRIED

Ron Taylor referenced Article 6 of the EOWC By-Laws regarding elections and explained the voting process. He called for nominations for the EOWC Chair.

Moved by Liz Danielsen

Seconded by Pat Sayeau

THAT Mayor Andy Letham of the City of Kawartha Lakes be nominated for the position of Chair of the EOWC Inc. for the 2019 year.

CARRIED

Mayor Letham accepted the nomination.

Ron Taylor called for nominations for the EOWC Vice-Chair.

Moved by Frances Smith

Seconded by Steve Ferguson

THAT Warden Rick Phillips of the County of Hastings be nominated for the position of Vice-Chair of the EOWC Inc. for the 2020 year.

CARRIED

Warden Phillips accepted the nomination.

Mr. Taylor asked the nominees to present their speeches. He noted the election is scheduled for Friday, January 10 at 9 a.m. and that the nominations would remain open until immediately prior to the election.

16. EORN Update on Utilities Agreements – Jim Pine

Jim Pine noted that Bell and other telecommunications companies have recently been requesting support from municipalities. He suggested that EORN could prepare a response letter on behalf of the EOWC members.

Moved by J. Murray Jones

Seconded by Steve Ferguson

THAT a position letter be drafted and endorsed by the EOWC and EORN, and be circulated to all Eastern Ontario municipalities.

CARRIED

17. Agenda for Friday, January 10

Chair Letham spoke to the structure of tomorrow's meeting. Attendees include MPs Neil Ellis, Derek Sloan, Michael Barrett, Francis Drouin, Cheryl Gallant, and Eric Duncan; MPPs Jim McDonnell, Daryl Kramp and Ian Arthur; EOMC Chair Bryan Paterson and other EOMC Mayors; and AMO Executive Director Brian Rosborough.

18. Confirmation By-law #20-01

Moved by Liz Danielsen

Seconded by Pat Sayeau

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 9th day of January, 2020 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

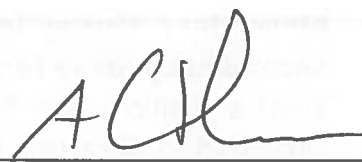
19. Adjournment

Moved by Liz Danielsen

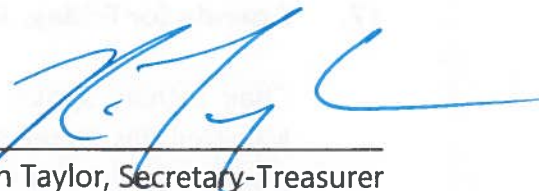
Seconded by Frank Prevost

THAT the meeting be adjourned at 2:00 p.m.

CARRIED



Andy Letham, Chair



Ron Taylor, Secretary-Treasurer