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| [http://www.wowc.ca/sites/default/files/wowc.png](http://www.wowc.ca/) | **MINUTES (Approved October 20, 2017)**  Sunday, August 13, 2017  2:00 p.m. – 4:00 p.m.  Provinces 1 Ballroom (Level 4)  The Westin Ottawa, 11 Colonel By Drive |

**ATTENDANCE:**

**Directors and Members:** G. Marshall (Chair), M. Twolan, J. Ginn, B. Weber, D. Shipway, C. Luke, A. Barfoot, G. Jones, D. White (2:10 p.m.), D. Mayberry (2:14 p.m.)

**Regrets:** R. Eddy, T. Bain, D. Lever, M. Schneider, R. Hope

**CAOs/Staff:** S. Pritchard, B. Gregg, K. Coulter, M. McDonald, R. Van Horne, P. Emerson, David Cribbs, D. Shropshire, Bill Rayburn, M. Aitken, S. Wilson C. Gravlev

**Regrets:** P. Crockett, R. Pullia, B. Orchard, K. Wingrove,

**Guests: B.** MaLennan, Mayor of Huron East, Julie Gonyou, incoming CAO of Elgin County; Rob Masonville, incoming CAO of Essex County

**2:02 p.m. – Meeting commenced**

1. CALL TO ORDER, WELCOME AND INTRODUCTION OF GUESTS – WOWC Chair Gerry Marshall

WOWC Chair Gerry Marshall welcomed one guest to the meeting, Bernie MacLennan, Mayor of Huron East. He also introduced two new incoming WOWC member municipality CAOs: Julie Gonyou, who will be replacing Mark McDonald, who is retiring from the County of Elgin; and Rob Masonville, who will be replacing Brian Gregg, who will retiring from Essex County.

1. APPROVAL OF THE AGENDA AND DECLARATIONS OF PECUNIARY INTEREST

**Moved by A. Barfoot, seconded by J. Ginn: “*That the agenda be approved as presented*.” - CARRIED**

1. REVIEW OF PREVIOUS MEETING MINUTES AND HIGHLIGHTS
   1. Minutes of the June 23, 2017 Regular Meeting of the Western Ontario Wardens’ Caucus (attached)
   2. Minutes of the July 14, 2017 Meeting of the WOWC Member Municipality CAOs (attached)

**Moved by G. Jones, seconded by J. Ginn: “*That Item 3a be approved as presented, and Item 3b be received for information*.” - CARRIED**

1. DELEGATIONS AND PRESENTATIONS
   1. Update on Current Activities of the SWIFT Corporation, presentation by Geoff Hogan, SWIFT Inc. (15 minutes)

Geoff Hogan reminisced that the original feasibility study for the SWIFT project was introduced in this same meeting room in 2006. He noted that the current request for prequalification garnered 30 respondents, that the vendor list has been released, and that construction will begin early next year. Data now needs to be collected from local communities to be used in decision-making. A paper has been brought forward to the CRTC, and the team will be having a delegation with Minister Matthews to discuss aligning the various ministries on discussion of broadband and the connection between projects. September 15th is the date for decisions from WOWC members to be declared for participation (Huron, Middlesex, and Norfolk have not yet committed, all others have done so).

It is now known which providers will be able to bid on the project – as many as possible are wanted to be involved. There will be tie-in on distance from fiber currently, where municipalities would like growth, and groups will need to decide where to position points of presence. Surveys are currently out in the field to gather information directly rather than from telecom providers. There is also a GPS system housed at University of Guelph. The project will fund scalable infrastructure. Some of the fiber currently in place may be 20 years old and does not allow for connections along a route, unlike SWIFT fiber which will have connection capacity along all routes.

Bill Rayburn questioned if there is a way to increase the detail of the slide that shows the number of strands of the fiber available – as currently it seems to show more than is actually available.

Warden Jim Ginn raised the principles of connection and good price – the ability to connect is primary, a good price and competition can come thereafter.

**Moved by B. Weber, seconded by M. Twolan: “*That the presentation be received as information.*” - CARRIED**

1. REPORTS FOR CONSIDERATION
   1. Ontario’s Proposed High Speed Rail (HSR), report from Peter Crockett, CAO, Oxford County, dated July 12, 2017

Warden Mayberry introduced the report and provided a brief overview of the subject, noting that without connectivity to the high speed rail, it will never meet its peak effectiveness, and that with the number of stops proposed, it may be more of a medium speed train.

He stressed after connectivity, the second issue is the selected route, which is currently through agricultural land, and has not indicated the number of crossings required. There will not be level crossing, and as such could cause up to 12 kilometre round trips for some farmers to circumnavigate.

Chair Marshall read out the proposed motion.

**Moved by Alan Barfoot, Seconded by D. Mayfield:**

**“*THAT this report be received for information, and***

***THAT the Western Ontario Wardens Caucus (WOWC) endorses the County of Oxford position to support the Province of Ontario’s proposed initiation of an Environmental Assessment process to consider the possible development of HSR in Ontario only if:***

* ***The Province of Ontario concurrently leads a multi-stakeholder process to develop an Integrated Public Transportation Master Plan for Southwestern Ontario;***
* ***The Integrated Public Transportation Master Plan includes a strategy to cultivate public transportation ridership and establish a feeder system in advance of any HSR implementation, while addressing the need for effective, efficient and viable Inter-community transportation across Southwestern Ontario; and***
* ***The HSR Environmental Assessment specifically addresses the significant rural community and agricultural industry impacts that Oxford County, and others across Southwestern Ontario, will be subjected to as a result of the development of a major community barrier such as the proposed HSR corridor*.” - CARRIED**
  1. Regional Economic Development Strategic Plan for Southwestern Ontario, update report by Mayor George Bridge, WOWC Economic Development Sub-Committee Chair - verbal

Past Warden George Bridge introduced the subject and provided an update on the work-to-date of the project. He also thanked Kim Wingrove, the project CAO lead, for all her work on the project for the last year. Mayor Bridge also thanked Grey County and Warden Alan Barfoot for allowing the time and efforts of Kim Wingrove to be devoted to the project, particularly as the Wellington Economic Development director ended up taking a leave.

In reviewing the notes of the most recent CAOs meeting, Mayor Bridge noted that there were several remarks about the need to have someone in place to drive the project, and thus he proposed the hire of a dedicated person for a year. Community Futures has committed $20,000 toward such a hire, as well as the offer of an office space for the purpose.

**Moved by B. Weber, seconded by M. Twolan: “*THAT this verbal report be received for information.*” - CARRIED**

**Moved by M. Twolan, seconded by J. Ginn:**

***Whereas the Western Ontario Wardens’ Caucus Economic Development Strategic Plan has been completed, now therefore be it resolved:***

***THAT in order to provide appropriate staff support for implementation of the plan, each County member of the WOW Caucus be requested to contribute $5000, effective January 2018, to facilitate a one-year contract hiring; and***

***THAT a striking committee be established to oversee the recruitment and selection of the Strategic Plan Facilitator*- CARRIED**

Warden Twolan expressed that Bruce County would be willing to take on the hiring process for the individual, which Chair Marshall accepted.

The Chair further requested that members interested in serving on a striking committee (of at least six Wardens or CAOs) for the hiring of the individual express themselves to Charlotte Gravlev following the meeting.

1. CORRESPONDENCE
   1. Letter from The Honourable Bill Mauro, Minister of Municipal Affairs and Housing to Warden Gerry Marshall, WOWC Chair, dated August 3, 2017, sending regrets for the Joint EOWC-WOWC meeting to be held on August 13, 2017.
   2. Notification of SWIFT user surveys available at [www.swiftnetwork.ca/survey](http://www.swiftnetwork.ca/survey), July 2017
   3. SWIFT Media Release, dated July 17, 2017, titled: “SWIFT announces pre-qualified service providers”
   4. SWIFT Media Release, dated June 22, 2017, titled: “Connecting Windsor-Essex Joins as member of SWIFT”
   5. SWIFT Media Release dated May 3, 2017, titled: “Region of Waterloo joins SWIFT as full partner, contributing $2.2 million to build Internet broadband for everyone”
   6. Briefing Notes provided with delegation requests
      1. The WOWC Regional Economic Development Strategic Plan
      2. SWIFT

**Moved by A. Barfoot, seconded by J. Ginn: “*That items of Correspondence 6a to 6f be received as information*.” - CARRIED**

1. OTHER BUSINESS/MEMBERSHIP MATTERS - nil
2. CONFIRMATION OF NEXT MEETINGS
   1. WOWC CAOs – Friday, September 22, 2017, 10:00 a.m. – 2:00 p.m., Oxford County Headquarters, Woodstock ON
   2. WOWC – Friday, October 20, 2017, 10:00 a.m. – 2:00 p.m. Perth County, Paramedic Headquarters Building, Stratford ON
   3. WOWC CAOs Planning Session for 2018 – November 17, 2017, Wellington County Headquarters, Guelph ON

Chair Marshall read out and acknowledged the scheduled meetings.

1. MOTION OF ADJOURNMENT

**Moved by M. Twolan, seconded by D. White “*That the meeting be adjourned.*” – CARRED**

**The meeting concluded at 2:31 p.m.**