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| http://www.wowc.ca/sites/default/files/wowc.png | **MINUTES (Approved Aug 19, 2018)**Friday, June 22, 201810:00 a.m. – 2:00 p.m.County of Brant Lafarge Hall, Brant Sports Complex944 Powerline Road, Paris  |

**ATTENDANCE:**

**Directors and Members:** R. Eddy, P. Mills, D. Marr, T. Bain, S. Halliday, J. Ginn, B. Weber, M. Wilkins, C. Luke, D. Mayberry, W. McKenzie, G. Marshall, D. Lever

**Regrets:** P. Eagleson, R. Hope

**Past Wardens:** D. Shipway

**CAOs/Staff:** M. Bradley, S. Pritchard, J. Gonyou, R. Maisonville, K. Wingrove, M. Wark, R. Van Horne, D. Cribbs, R. Pullia, S. Wilson, K. Burns Gallager, C. Gravlev

**Regrets:** K. Coulter, D. Shropshire, B. Rayburn, P. Crockett, M. Aitken, S. Sumbal

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

Chair Marshall thanked all those present for attending, and thanked Ron Eddy, Mayor of Brant County for hosting the meeting.

1. APPROVAL OF THE AGENDA AND DECLARATIONS OF PECUNIARY INTEREST

**Moved by T. Bain, seconded by R. Eddy: “That the agenda be approved as amended to add an item under ‘Other Business’ in relation to AMO Conference Strategy.” - CARRIED**

1. REVIEW OF PREVIOUS MEETING MINUTES AND HIGHLIGHTS
	1. Minutes of the April 6, 2018 Regular Meeting of the Western Ontario Wardens’ Caucus (attached)

**Moved by J. Ginn, seconded by M. Wilkins: “That Item 3a be approved with a correction to Page 7, Item 5(d), to replace the name S. Halliday with R. Eddy.” - CARRIED**

* 1. Highlights of the April 20, 2018 Meeting of the Member Municipality CAOs (attached)

**Moved by S. Halliday, seconded by D. Mayberry: “That Item 3b received for information.” - CARRIED**

* 1. Minutes of the June 11, 2018 Meeting of the WOWC Economic Development Sub-Committee (attached)

**Moved by P. Mills, seconded by D. Mayberry: “That Item 3c, and the actions identified therein, be approved as presented.” - CARRIED**

1. DELEGATIONS AND PRESENTATIONS
	1. Geoff Hogan, Executive Director, SWIFT Inc. providing an update on SWIFT activities (15 minutes)

Geoff Hogan provided a Powerpoint presentation, highlights of which include the following:

* New first nations board member – strong advocate
* NetCo will be identified by end of August
* 93 members and over 2400 member sites committed, aiming for 3000
* Capital partners – City of London 690,000 new contribution, joining the 15 WOWC members, Caledon, Niagara, Orillia and Windsor
* Over 17-million dollars from the partners to date.
* NetCo RFP extended to January – negotiations underway throughout the process – five in process
* Won’t have contribution agreement with the Province until the Spring – can not execute agreements with vendors until it is in place
* Chatham-Kent ineligible for the Provincial funding, so in the meantime will do pilot project with the funds set aside for Chatham-Kent
* Web scrapping of addresses as a means of determining served areas, overlay with imagery and smooth out the boarders to produce mapping
* CRTC considers ‘served’ as 50MG down and 10MG up
* Potential procurement approach - start funding when leave areas that are considered served
* Poll rental costs and make ready costs to fiber providers, expensive
* Key benefit includes the residuals that will be returned to the membership by the vendors
* 5G unavailable without fiber – 5G may become the last-mile solution
* Disparity has increased over the past five years
* Data penetration as of June 2017: Sweden 58 per cent, Canada at 10 per cent
* Have 180-million dollars of funding, which is only 12 per cent of what is needed – need more advocacy

Discussion and questions of the members included points regarding:

* London identified as a hub of broadband of SouthWestern Ontario
* Distribute information on why its important to have urban areas involved
* Important to stay current with media releases – perception with inclusion of London is the rural areas will drop down. What it actually means is that it will drop costs and it will help outreach further outside of London
* Business plan update due to the Province July 27th, Board meeting on July 13th to make final decisions thereon
* Will do fact checking with member municipalities between now and then
* Will assign funds to each jurisdiction, but how they are used in each area will be different.

**Moved by W. McKenzie, seconded by R. Eddy: “That the SWIFT update presentation from Geoff Hogan be received for information.” - CARRIED**

1. REPORTS FOR CONSIDERATION
	1. 2018 Q2 Financial Update, by Kelley Coulter, CAO, Bruce County and WOWC Treasurer (verbal)

On behalf of the Treasurer, C. Gravlev relayed that the accounts have had little activity since the last report in April, and are in good condition.

**Moved by P. Mills, seconded by J. Ginn: “That the Q2 verbal financial update provided on behalf of the WOWC Treasurer be received.” - CARRIED**

* 1. Economic Development Project Update Report, by Kate Burns, Executive Director, Economic Development, WOWC, dated June 22, 2018 (attached)

Tom Bain on behalf of George Bridge highlighted that the Economic Development Sub-Committee and team have been meeting regularly and working diligently

Four strategy priorities have been developed

Kate Burns highlighted items from the written report and actions from the Sob-Committee minutes, including:

* Requesting delegations at AMO Conference;
* Identifying key players in each sector; and
* The Member CAOs to look at potential advisory council structure and bring forward recommendations to WOWC.
* Focusing on priorities that fall within this one-year period
* Of the 15 members how many have ED officers? How are you coordinating across the region? Going to visit each County meeting them, and the workforce session will be helpful for networking.

**Moved by D. Lever, seconded by T. Bain: “That the report titled “Report from the Executive Director of Economic Development” be received as information.” - CARRIED**

* 1. Steel Corridors of Opportunity Report, by Peter Crockett, CAO, Oxford County to Oxford County Council, dated June 13, 2018 (attached)

Warden David Mayberry noted that this is part of a series of four reports, provided by Oxford County for the information of the Caucus, and that that endorsement is being sought. He will also be speaking about it at AMO - all about how to get regional transportation so that everyone can get everyone.

**Moved by R. Eddy, seconded by D. Mayberry: “That the County of Oxford report titled “Steel Corridors of Opportunity” be endorsed.” - CARRIED**

1. CORRESPONDENCE
	1. Letter from Sandor Johnson, Owner, Potter Settlement Artisan Winery, dated June 6, 2018, regarding the Ontario Alcohol and Gaming Commission (AGCO) increase in fee for a Special Occasion Permit (SOP) (attached)

**Moved by M. Wilkins, seconded by S. Halliday: “That item of Correspondence 6a be received as information.” - CARRIED**

1. OTHER BUSINESS/MEMBERSHIP MATTERS
	1. Consideration of a draft resolution to reinstate current WOWC Chair, Gerry Marshall, as the WOWC representative on the AMO Board of Directors

**Moved by R. Eddy, seconded by T. Bain: “That the current WOWC Chair, Gerry Marshall, be reinstated as the WOWC representative on the AMO Board of Directors;**

**And that Charlie Luke, Mayor of Norfolk County, be thanked for his willingness to serve as an acting representative during the 2018 provincial election campaign period.” - CARRIED**

* 1. Introduction of Michael Bradley, Acting CAO, Brant County, following the retirement of Paul Emerson, effective May 31, 2018

Mayor Ron Eddy recognized Michael Bradley, noted that he has worked for the County of Brant for the past six years, most recently in the capacity of Deputy CAO, and that he is very pleased with his elevation to the CAO position, and that he will no doubt fully participate with the WOWC, a membership the County strongly appreciates.

* 1. Added Item – AMO Conference Strategy

The members discussed the desire to make an active presence at the Conference through requesting delegations with the Ministers, many of whom will be new to their positions and have no prior knowledge of the WOWC, as well as:

* Updating existing overview document prepared for the election (four areas of activity/concern)
* Assembling information on where the WOWC has been and where it is going –
* Compile issues of concern list, such as:
	+ - SWIFT should be handed ministry for ED not OMAFRA
		- Potential for provincial downloading to pay for debt – need to remind how much municipalities do – “Don’t solve your debt on our backs.”
		- OSUM/ROMA need stronger roll
		- Need to protect OSEF and gas tax
* Need separate session, ongoing dialogue
* Key ask – commitment to a future meeting, 90-minute session, to more closely review WOWC activities and concerns
* Request two different delegations: 1) WOWC projects – who we are and what we are doing, and 2) WOWC concerns
* Perhaps a multi minister meeting?

**Moved by D. Marr, seconded by S. Halliday: “That the member CAOs be requested to prepare the appropriate documentation, and submit ministerial delegation requests for the 2018 AMO Conference.” - CARRIED**

1. CONFIRMATION OF NEXT MEETINGS
	1. WOWC CAOs – Friday, July 13, 2018, Grey County Administration Building, 595 9th Avenue East (rooms blocked for night of July 12th at Quality Inn, 950 6th Avenue, 519 376 1551, $109/night+tax under the name of ‘County of Grey’ held until June 29th)
	2. WOWC – Sunday August 19, 2018, ~~2:00 to 4:00~~ 3:30 to 5:00 p.m. Ottawa, Ontario, to coincide with AMO annual conference (joint meeting with EOWC has been cancelled)

Warden Lever identified a significant scheduling conflict, and requested that the timing of the Caucus meeting on August 19th be shifted to 3:30 to 5:00 p.m, which was accepted by the membership.

1. MOTION OF ADJOURNMENT

**Moved by R. Eddy, seconded by D. Mayberry: “That the meeting be adjourned.” - CARRIED**

**The meeting concluded at 11:25 a.m.**