

**Township of Oro-Medonte
Internet Connectivity Task Force
Terms of Reference**

Mandate

To identify broadband initiatives and to advance the goals of the Economic Development Strategy specific to internet, including; exploring mechanisms and best practices of how to facilitate high-speed internet expansion in the Township. The Internet Connectivity Task Force (ICTF) will provide feedback to staff who will share information to Council & the Economic Development Roundtable.

Activities

Provide feedback and suggestions to staff and the Economic Development Roundtable on the municipal involvement in Broadband initiatives and any relating infrastructure, including investment and funding opportunities. Championing high-speed internet connectivity across the Township, reviewing and refining specific goals, outcomes and timelines. Research and review infrastructure investment and funding, assist with gap analysis and strategy development.

Continue to build relationships with existing Broadband providers such as Bell, Rogers, Vianet, Xplornet, Point to Point and other Internet service providers available in the Township to enhance internet connectivity from an employment perspective and a residential perspective in our rural municipality.

Task Force Structure

The ICTF shall be a minimum of 5 members. All members are considered volunteer positions and there are no per diems provided.

To be effective, all participants must agree to set aside their corporate and personal interests and be guided by what is in the best interests of the Township.

Membership to include:

Council Members (2) – (1 representing the Economic Development Roundtable) Mayor	Appointed by Council Ex-Officio
Members of the public (up to 5) Advisory member(s) as required	Ideally one per ward

Support:

Staff - Economic Development/Corporate Services
Staff - Information Technology

Appointments

Members of the public must apply and be appointed by Council, for the term of the Task Force. Appointees must be residents of Oro-Medonte with consideration given to those with relevant expertise or knowledge in the industry (ie. Internet/computer technology, broadband, connectivity). An individual, who wishes to be considered for appointment to the ICTF must submit a completed application form to the Coordinator, Economic Development & Communications.

If a vacancy occurs during the term, the Task Force may appoint a replacement to complete the term. The Chair must advise the Task Force as soon as a vacancy occurs. The opening will be posted on the Township's website.

Term of Task Force

The ICTF term is anticipated to be between 18 and 24 months; subject to further review after 18 months.

Chair/Vice Chair

Council will appoint the Chair, and the Vice Chair will be selected by the appointed members. The Vice Chair will perform the same duties in the absence of the Chair.

Meetings

Shall be scheduled on a regular basis or at the call of the Chair as deemed appropriate. Meetings of the Task Force will be held for approximately one to two hours in length. Decisions will be reached by consensus.

Code of Conduct

All members shall follow the terms of reference and abide by the Township's code of conduct.

REFERENCE:

Oro-Medonte Economic Development Strategy related to Internet Expansion

Objective 2: Explore other mechanisms and best practices of how to facilitate high-speed internet expansion.

- **Action Areas:**

- Conduct a thorough environmental scan and evaluation of best practices in infrastructure development, including financing, partnerships, the role of government, and the role of the private sector.
 - Identify the most relevant best practices and connect with the organizations that implemented them to learn about processes and outcomes.
 - Select the best practice with the highest chance of success and report to Council.
- Identify and engage potential partners such as the South Western Integrated Fibre Technology (SWIFT) initiative to explore expansion of high-speed internet services.
- Map existing high-speed internet coverage and identify areas of priority for expansion of services.
- Develop a business case to identify demand for high-speed internet services.
- Remain current on funding opportunities related to high-speed internet infrastructure expansion.
 - Apply for funding opportunities for infrastructure development where possible.
 - Provide support for other high-speed internet development applications that benefit the Township.
- Commit resources to investment in service expansion.