

ANNUAL REPORT

Fiscal Year 2001-2002

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PRESIDENT'S REPORT

CIPA members,

I am pleased to present the Collectivité ingénieuse de la Péninsule acadienne's (CIPA) annual report for 2001-2002. The project obtained by the CIPA for the Acadian Peninsula is an important and promising venture for the entire region. The CIPA intends to take up the challenge of carrying out the New Brunswick Smart Community Demonstration Project, and is firmly committed to an approach that will promote the Acadian Peninsula's entry into the age of knowledge; into this era of information and communications technologies (ICT).

In order to reach these goals, the Acadian Peninsula population will have to learn to use and fully understand ICT in innovative ways, in its development. The Collectivité ingénieuse de la Péninsule acadienne is breaking new ground, in this respect, by proposing a holistic approach through which will interact a number of smart services likely to trigger extensive social and economic transformation. The CIPA's impressive range of services reaches the economic, education, health, and delivery of services sectors and that of networking with the Canadian and the international francophonie.

First, the implementation of a multisectorial community Intranet and that of a network of teleinformation kiosks will drastically transform communication, information distribution, and service delivery patterns within the community. An all-encompassing regional portal site will also be created, and will become an important, powerful promotion tool for the area while promoting exchanges at the international level. Community Access Center networks and Community Training and Education Centers will also play a leading role in distance education and in ICT support for businesses.

The general intent of this process is to propose a SOCIETAL PROJECT, which will bring substantial changes to the Acadian Peninsula and allow it to face the new millenium with confidence and conviction. It will also give the area a competitive edge in matters related to market globalization and the global village.

Indeed, the object of this exercise is to generate an empowerment process in the community, through a greater use of ICT as a complementary tool in the socio-economic development of the Acadian Peninsula.

Nancy Lainey Thériault
President

EXECUTIVE DIRECTOR'S REPORT

Mrs President,

I have the honour to present to you a summary of the Collectivité ingénieuse de la Péninsule acadienne (CIPA) inc.'s activities for the period starting on April 1st and ending on March 31st, 2002. This year was marked with significant milestones in the CIPA project development, with many varied, multi-level activities taking place.

First, I would like to say that the CIPA has devoted a tremendous amount of energy to the negotiation and signature of contribution agreements with various authorities at both levels of government. Total contributions amount to \$8,571,830 for the duration of the project. Funding partners are:

- **Industry Canada**
Smart Community Program
- **Regional Development Corporation / Atlantic Canada Opportunities Agency**
Canada – New Brunswick Agreement on Regional Economic Development
- **Regional Development Corporation**
Acadian Peninsula Economic Development Fund
- **Connect NB Branché**

The CIPA has also worked, in conjunction with the RDÉE (Réseau pour le développement économique et d'employabilité), at a major partnership project, this with the financial contribution of the New Brunswick Economic Council, prime contractor of the RDÉE program, in New Brunswick.

We should also note that the CIPA was financed, up to the end of December 2001, by a contribution of the Acadian Peninsula Economic Development Fund and that the first contribution from the \$4,583,328 agreement that was signed with Industry Canada was received only in January 2002. The implementation of the statement of work was then only undertaken during the first quarter of 2002.

Considering that this was the CIPA's first year of activities, policies ensuring the sound fiscal management of its operations had to be established. The organizational structure determining the modus operandi of its management and administration was therefore defined and implemented.

In conjunction with a private accounting firm, the CIPA put in place an accounting system. A flowchart was created, and hiring and personnel management policies as well as material and equipment purchasing policies were developed. The elaboration of a communication plan is underway, and the foundations of a long-term viability strategy have been laid. Terms of reference pertaining to the development of the Acadian Peninsula's community portal and to its collaborating intranets were also defined.

In terms of human resources, the CIPA had a total of 12 employees, at the end of the fiscal year. It has also benefited from the expertise of a special advisor on loan for three years from the Regional Development Corporation. The CIPA also contributed, in conjunction with Connect NB Branché, to financing the salaries of 28 sustainability employees within the Acadian Peninsula's Community Access Centers' network.

Representation has also been at the center of this year's activities. The CIPA has been a member of various committees, among which: the Table avenir jeunesse de la Péninsule acadienne, the IASC tourism committee, Connect NB Branché's francophone Advisory Committee, the Table de concertation en éducation de la Péninsule acadienne, the Comité sur le développement d'un centre entrepreneurial de la Péninsule acadienne, and the RDÉE's provincial and regional committees. The CIPA has also made numerous representations to various federal and provincial departments and agencies, and to officials overseeing the projects relative to the revival of the Acadian Peninsula. At the national level, the CIPA has represented the Acadian Peninsula with the Smart Community Project national committee as well as with Health Canada's Ministerial Advisory Committee on Rural Health.

One of the CIPA's fundamental challenges lies in developing concrete and practical applications for information and communication technologies (ICT). The organization has been taking big steps in this direction by moving toward the virtualization of its own office. The goal here is to maximize the use of ICT and to reduce the use of printed material. To this end, the CIPA has undertaken the development of a cooperation intranet for its employees, via a virtual documentation centre and an assets management database.

Measurement and evaluation are also part of the CIPA's concerns. Preparatory work has therefore been done in order to establish a profile of the Acadian Peninsula's business community's ICT usage patterns. An assessment model is also in the works, which will enable the CIPA to better evaluate the project's impact on the community.

Finally, I would like express to you, Mrs. President, and also to all members of the CIPA, our recognition for your collaboration and for your enlightened contribution to the development of this project. I would also like to thank the personnel for their hard work, creativity, and commitment to this initiative, which stands among the most promising for the Acadian Peninsula. It is with great enthusiasm and anticipation that we look forward to upcoming challenges.

Sincerely,

Jacques Léger
Executive Director

CONTEXT

The CIPA is a non-profit corporation, duly constituted under the New Brunswick Companies Act. Established in 1999, this socio-economic development agency's main goal is the implementation of a francophone rural development model focused on information and communication technologies and a knowledge-based economy. The CIPA has led the Acadian Peninsula's initiative in the Smart Community program presented by Industry Canada. It is currently responsible for the New Brunswick Smart Community demonstration project based in the Acadian Peninsula and is also in charge of the development of information and communications technologies (ICT), as part of the Acadian Peninsula socio-economic revival initiative.

MANDATE

As stated in its letter patents of incorporation, the CIPA's mandate is to :

- a) develop and implement a francophone smart community model in rural areas, while focusing on ICT
- b) participate in ensuring that rural areas and francophone communities have access to ICT
- c) plan and oversee the presentation of ICT to the community and sensitize the population to this concept
- d) provide supervision and financing for activities aimed at the implementation of smart services and infrastructures
- e) establish essential strategic links with partners from the private and parapublic sectors, and from the different levels of government
- f) apply all other powers as granted by the Companies Act, provided that these powers are compatible with the goals and purposes of the company.

POLICY AND PROCEDURE

The CIPA is committed to making the project available to all. This commitment stems from our vision, and is expressed in this policy and procedure statement.

<p>A commitment to the respect of the community's needs. The development and use of information and communications technologies must stem from the needs, realities, capabilities and priorities of the entire community.</p>	<p>A commitment to fairness. A commitment to recognizing the needs and capabilities of each individual within the community, including those disadvantaged due to their abilities, gender, language, education level, age or geographic location.</p>	<p>A commitment to cooperation and collaboration with the francophonie A commitment to establishing cooperation and collaboration links and partnerships with both the Canadian and the international francophonie.</p>
<p>A commitment to promoting responsibility and concerted efforts A commitment to promoting the uptake of the project and of its applications by the population, while focusing on the reinforcement of community capabilities and the enrichment of the active population with respect to knowledge and to information and communications technologies.</p>	<p>A commitment to constant improvement A commitment to improvement, support and promotion of continuing education through the development, promotion and implementation of projects accessible to all citizens in the following sectors: education, health and wellness, municipal and government services, business, employment, information, arts and culture.</p>	<p>A commitment to the security, confidentiality and respect of privacy A commitment to ensuring that projects and supporting technologies alike do not violate or threaten anyone's privacy or security.</p>
<p>A commitment to self-sufficiency A commitment to ensuring that, through the development of individuals' abilities and through a reasoned choice of technologies, each part of the project will be aimed at the promotion of viability and self-sufficiency at the individual, community and business levels. The ultimate goal is to reinforce individual abilities, while developing projects that will generate revenues and have long-term impacts on the community.</p>	<p>A commitment to social responsibility A commitment to choosing partners who commit to working at the social and economic development of each member of the community. The project must not put emphasis on the distance between those who have available resources and those who do not, but rather contribute to bridging the gap</p>	<p>A commitment to excellence The delivery of services and management of the CIPA must strive toward the achievement of excellence in courtesy, speed, response, expertise and efficiency.</p>

KEY ISSUES

The key issues with which the CIPA is concerned are :

- developing a viable smart community in the Acadian Peninsula
- developing a knowledge industry in the Acadian Peninsula
- providing the Acadian Peninsula with an economically viable, broadband access community network
- ensuring the Acadian Peninsula's participation to the international innovation movement

To receive a copy of the Collectivité ingénieuse de la Péninsule acadienne inc.'s (CIPA) financial statements for the 2001-2002 fiscal year, please contact Mr Charles-Édouard Landry, director of administrative and financial services. Mr Landry can be reached by telephone at (506) 764-1030, or by email at: charles-edouard.landry@cipanb.ca .