

Intelligent City Advisory Committee

Thursday, May 16, 2013 – 3:00pm
EOC 1, City Hall

MINUTES

MEMBERS PRESENT:

Councillor Bill Harper - Co-chair, City Council
Reg Nordman - Community Member, EDAC representative
Jen Arbo - Community Member
Nelson Eng - Community Member
Jonina Campbell - Community Member
Gary Munro - Community Member

REGRETS:

Ian McLeod - Community Member
John Longbottom - Community Member
Michael Hrybyk - Co-chair, Community Member
Gerry Akkerman - Translink

STAFF:

Blair Fryer - Manager, Communications and Economic Development
Alvin Chok - Chief Information Officer
Bev Grieve - Manager, Planning
Rod Carle - General Manager, Electrical Operations Design & Admin
Jim Lowrie - engineering
Susan Buss - Library
Andréa Parkerson - Economic Development Coordinator/Recording Clerk

GUESTS:

Rick Adams - Manager, ICT; City of Coquitlam

The meeting was called to order at 3:06pm.

Brief introductions were given by each individual.

1.0 APPROVAL OF AGENDA

Agenda approved as circulated.

2.0 ADOPTION OF APRIL 3, 2013 MINUTES

MOVED and SECONDED

THAT the April 3 2013 meeting minutes be adopted.

CARRIED.

All members of the Committee present voted in favour of the motion.

3.0 OVERVIEW FOR NEW MEMBERS

3.1 Terms of Reference

Councillor Harper briefly overviewed the flexibility of the current Terms of Reference for the Intelligent City Advisory Committee.

3.2 Definition of “Intelligent City”

Councillor Harper highlighted the five pillars of Intelligent City as defined by the Intelligent Communities Forum. These pillars are: marketing & advocacy, innovation, knowledge workforce, digital inclusion and infrastructure.

4.0 ROADMAP RECOMMENDATIONS

4.1 Roadmap Recommendations – Michael Hrybyk

Co-chair, Michael Hrybyk began the overview and discussion of the “Recommendations to EDAC” and the “Recommendations Roadmap” as outlined in the Intelligent City Task Force Report sections 7.1 and 7.2. The purpose of this agenda item is to understand the recommendations and to act on them. Mr. Hrybyk overviewed the following Recommendations to EDAC:

- Confirm alignment with the City’s strategic plan;
- Form a working group to implement the New Westminster Intelligent City Roadmap starting in 2013;
- Collaborate with organizations pursuing similar strategies;
- And work with key City departments.

The Committee agreed that it would be beneficial to add a staff member from the Engineering department to the Committee. Greater collaboration with key city departments will enhance the Intelligent City initiative. Bev Grieve and Alvin Chok will liaise with Engineering to determine the appropriate person.

The topic of best practices was discussed and the Committee agreed that a subgroup should be created to research case studies in order to discover how other intelligent cities achieved their initiatives. Suggested cities to be considered as case studies:

- Coquitlam

- Stratford
- Riverside
- Windsor
- Tilsonburg

The Committee discussed the need to create a baseline from which progress can be measured; and the importance of choosing case studies that share attributes with New Westminster. Attributes suggested:

- Size;
- Age;
- Infrastructure;
- Ownership of utility;
- Educational institutions;
- Geography.

Committee members volunteered to participate in the subgroup that will research and report on relevant case studies.

MOVED and SECONDED

THAT a case study subgroup be assembled, consisting of five members: Jen Arbo, Gerry Akkerman, Gary Munro, Alvin Chok, and Rod Carle.

CARRIED.

All members of the Committee present voted in favour of the motion.

Mr. Hrybyk suggested that the subgroup elect a chair, create a 1 page terms of reference, including a timeframe for the work, and present it at the June 20 meeting for Committee consideration

Mr. Hrybyk began reviewing the Recommendations Roadmap, from section 7.2 of the Intelligent City Task Force report, focusing on the short term recommendation areas.

- Recommendation area: Marketing & Advocacy.
The Committee discussed the need for a hub location in New Westminster. While the final decision does not need to be made immediately, a placeholder should be inserted to avoid the need to retrofit at a later date. As mentioned in the Recommendations Road Map, the Anvil Centre was considered as a hub for its location, stage of construction, and marketing opportunities.
- Recommendation area: Innovation.
The Committee addressed the idea of local incubators, noting that many incubators are failing. New Westminster should focus on growth businesses and not start-ups if the incubators or business accelerators are to be successful.

Douglas College and the Justice Institute of BC (JIBC) were then addressed in the context of adding or enhancing innovation components. Douglas College is interested in having their students be involved in applied research projects and has offered to focus projects on digital infrastructure and the Anvil Centre. JIBC has no short term plans for innovation projects, but noted that there is opportunity for innovation with the global online courses.

The Committee then focused on attracting innovation companies and considered the creation of a high tech corridor in New Westminster. The land around the Braid Skytrain station, owned by Bentall Kennedy, would likely be the location of the aforementioned high tech corridor. Following the business model of the Broadway Tech Centre, it would be a 24-hour community centered around the Braid Skytrain station.

- **Recommendation area: Digital Inclusion.**
The Committee discussed the school district in light of digital inclusion. Focusing on the need for schools to be connected to broadband, the Committee suggested that the school district make a case for broadband and highlight its partnership with the City. An immediate goal for this Committee could be to put a recommendation forward to budget for the implementation of conduit and wiring for the new elementary school, the middle school, and the high school.
- **Recommendation area: Infrastructure.**
A business plan for open access fibre needs to be created. The creation of a business plan will be contingent on the completion of the case study work done by the subgroup. The original plan for the digital infrastructure was to create a fibre network for the City, the businesses and the educational institutes, with the remaining strands available for sale or lease to entrepreneurs and internet service providers.

Mr. Hrybyk briefly recapitulated the Recommendations Roadmap discussion highlighting the discussions regarding a hub, interaction with students, the school board, and infrastructure planning.

The Committee discussed subgroups and created the following:

Subgroup	Members	Responsibilities
Case Studies This subgroup will become the infrastructure planning subgroup when the case studies are completed.	Jen Arbo, Gerry Akkerman, Gary Munro, Alvin Chok, Rod Carle	Case studies on comparative cities which will inform the infrastructure planning.
School district	Councillor Harper, Jonina Campbell, Bev Grieve	Inform the school board and advocate for conduit/fibre to the new elementary school and

		middle school. Douglas College and JIBC fall into this category
Anvil Centre	Councillor Harper, Alvin Chok, Rod Carle, Blair Fryer	Marketing for Anvil Centre

5.0 INTELLIGENT CITY OPPORTUNITIES FOR NEW WESTMINSTER

This item was not considered.

6.0 OTHER BUSINESS

No items.

7.0 MEETING ADJOURNMENT

The meeting was adjourned at 4:46pm

Councillor Bill Harper
Chair

Andréa Parkerson
Recording Clerk