

Intelligent City Advisory Committee

Thursday, April 17, 2014 – 3:00pm
EOC 1, City Hall

MINUTES

MEMBERS PRESENT:

Councillor Bill Harper - Co-chair, City Council
Michael Hrybyk - Co-chair, Community Member
Reg Nordman - Community Member, EDAC representative
Gerry Akkerman - TransLink
Jonina Campbell - Community Member
Jen Arbo - Community Member
Nelson Eng - Community Member
Gary Munro - Community Member
Ian McLeod - Community Member

REGRETS:

Philip Barker - Fraser Health Authority

STAFF:

Blair Fryer - Manager, Communications and Economic Development
Rod Carle - General Manager, Electric Utility Commission
Alvin Chok - Chief Information Officer
Bev Grieve - Director, Development Services
Jim Lowrie - Director, Engineering
Susan Buss - Deputy Chief Librarian
Andréa Khan - Economic Development Coordinator/Recording Clerk

GUESTS:

Roel Coert - Consultant, Go4Objectives
Gary Holowatiuk - Director, Finance and Information Technology
Paul West (via phone) - Consultant, Rhyzome
David Hicks (via phone) - Consultant, Rhyzome/Pensario

The meeting was called to order at 3:07pm.

1.0 APPROVAL OF AGENDA

MOVED and SECONDED

THAT the April 17, 2014 agenda be adopted

CARRIED.

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

2.0 ADOPTION OF MARCH 20, 2014 MINUTES

MOVED and SECONDED

THAT the March 20, 2014 meeting minutes be adopted.

CARRIED.

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

4.0 CONSULTANT WORK PROGRESS UPDATES

4.2 Infrastructure Plan (Roel Coert, Go4Objectives)

Mr. Coert circulated examples of materials that could be considered for use in the fibre infrastructure.

Mr. Coert presented “Municipal Fibre Network Quick Update”, which included the following points:

- The Go4Objectives team is currently working on the fibre to the home design;
- Project is 80% ready;
- The Consultant expects to begin working on the numbers in the upcoming week;
- Draft business case will be ready in late May to early June 2014;
- Fibre surveyors have been contacted, including a company who has access to Translink and would be able to connect New Westminster to the Harbour Centre;
- Currently comparing best materials options, and will be including accurate costing in the final deliverable.

The Committee and Consultant discussed the school sites and points for the Development Services department to consider with regards to wiring up the schools and other upcoming development sites.

The Committee requested that the Consultant ensure the quay area and Anvil Centre are in the plans.

4.1 Roadmap

The Committee briefly overviewed the draft roadmap with the Consultants via conference call. The Committee agreed that more time was needed to properly review the document and provide feedback.

A special meeting will be scheduled within two weeks for the purpose of collecting and reviewing feedback with the Consultants. Committee members were requested to send in their comments to Andréa Khan prior to the special meeting.

3.0 SUBGROUP PROGRESS UPDATES

3.1 Infrastructure Subgroup – Alvin Chok

The Infrastructure Subgroup is working with the Consultant on the fibre plan. Discussion has occurred with regards to presenting to Council, which was originally scheduled for May, but has been pushed back because the infrastructure grant money will not be available this year.

Discussion ensued, and the Committee suggested that the roadmap be presented to Council first, and then the infrastructure plan be presented when it is completed.

3.2 Innovation Subgroup – Reg Nordman

No update. This Subgroup has not met since the last Committee meeting.

3.3 Digital Inclusion Subgroup – Councillor Harper

The Digital Inclusion Subgroup is focusing on creating and administering a comprehensive needs assessment, involving the private sector, and utilizing applicable best practices. This Subgroup is also considering new additions to build a stronger subgroup with partners from the community.

3.4 Knowledge Workforce Subgroup – Blair Fryer

No updates, the last meeting was cancelled due to lack of quorum.

3.5 Marketing & Advocacy Subgroup – Blair Fryer

No updates.

5.0 BUILD CANADA FUNDING PROPOSAL

Mr. Chok reported that the “real money” for the Build Canada fund will not become available until 2017. The Committee discussed the fund, noting that the connectivity money is controlled by the province, and that the parameters have yet to be established. The Committee would like to investigate the funding information including timelines, amounts available and other pertinent details.

Procedural note: Jonina Campbell exited at 4:15pm

6.0 OTHER BUSINESS

6.1 Smart Cities Summit (Councillor Bill Harper)

Councillor Harper provided an update of the recently attended the Smart Cities Summit in Toronto, noting that the Summit addressed technology in various forms including transportation, traffic control, online permitting processes, e-billing and online payments for everything, as well as open data, emergency services and public consultation. There will be a report to Council with more detail.

The Committee discussed digital initiatives that the City of New Westminster is currently doing or is planning to do, such as digitizing Council packages to make the agenda and reports more accessible while cutting down on time and resources.

7.0 NEXT STEPS

No items.

8.0 MEETING ADJOURNMENT

The meeting was adjourned at 4:28pm.

Councillor Bill Harper
Chair

Andréa Khan
Recording Clerk