

Intelligent City Advisory Committee

Thursday, June 24, 2014 – 2:00pm
EOC 1, City Hall

MINUTES

MEMBERS PRESENT:

Michael Hrybyk - Co-chair, Community Member
Reg Nordman - Community Member, EDAC representative
Gary Munro - Community Member
Jen Arbo - Community Member
Nelson Eng - Community Member

REGRETS:

Councillor Bill Harper - Co-chair, City Council
Gerry Akkerman - TransLink
Jonina Campbell - Community Member
Ian McLeod - Community Member
Philip Barker - Fraser Health Authority
Jim Lowrie - Director, Engineering
Susan Buss - Deputy Chief Librarian

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
Andréa Khan - Economic Development Coordinator/Recording Clerk

GUESTS:

Roel Coert - Consultant, Go4Objectives
Gary Holowatiuk - Director, Finance and Information Technology

Procedural note: Michael Hrybyk arrived at 2:23pm.

The meeting was called to order at 2:24pm.

1.0 APPROVAL OF AGENDA

MOVED and SECONDED

THAT the June 24, 2014 agenda be adopted

CARRIED.

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

2.0 ADOPTION OF MAY 15, 2014 MINUTES

MOVED and SECONDED

THAT the May 15, 2014 meeting minutes be adopted.

CARRIED.

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

3.0 INTELLIGENT COMMUNITY FORUM REVIEW

No update. Blair Fryer was unable to attend due an unforeseen conflict.

4.0 CONSULTANT WORK PROGRESS UPDATES

4.1 Roadmap (Alvin Chok)

The strategic plan was presented to council on June 23, 2014 and two resolutions were adopted:

THAT Council approves the City of New Westminster Intelligent City Strategic Plan.

WHEREAS the implementation of the Intelligent City Strategic Plan requires a budget for work needed to accomplish its goals;

THAT the staff report back to Council with a financial plan for the years 2014-2015 that will allow for implementation of the recommendations as outlined in the Intelligent City Strategic Plan.

Committee members that were present for the June 23, 2014 presentation commented that the presentation was relevant and engaging, and that Council's endorsement allows the Committee to move forward with the initiatives. This includes the creation and implementation of a marketing plan and the compilation of needs an associated resources needed.

4.2 Infrastructure Plan (Roel Coert, Go4Objectives)

Roel Coert presented "Municipal Fibre Network, Quick update":

- Network components
- Drop cables to homes and buildings
- Central office co-location
 - Collocation points and rationale
 - Required conditions for collocation points
- Progress and next steps
 - Core number of componenets
 - Identified potential network products

- Currently working on:
 - Length of distribution legs above and below ground
 - Length of communication corridor to be built and to be sub-ducted (need to meet with city staff to confirm)
 - Cost of labour and materials
- Engineering document
- FttP business case
- FttH business case

Mr. Coert showed the Committee a possible sub-duct that could be considered.

Target completion date for the report is July 31, 2014, which will provide the Committee time to review and revise the report prior to the September presentation to Council.

Procedural note: Gary Holowatiuk exited at 2:52pm.

The Committee discussed the business case and potential revenue streams as well as potential limitations that should be considered. The Consultant affirmed that a detailed business case will be provided in the final report.

The Committee also discussed the value of approaching local telecommunications and internet service providers to have open conversations regarding the City's fibre plans and possible areas of collaboration.

Alvin Chok will connect with the appropriate senior decision makes in these companies to arrange meetings, and will open those meeting invitations to the Committee members.

5.0 BUILD CANADA FUNDING PROPOSAL

Staff is working on this for infrastructure.

6.0 SUBGROUP PROGRESS UPDATES (ALL SUBGROUPS)

6.1 Innovation subgroup

No update.

6.2 Knowledge Workforce subgroup

This subgroup has been exploring the need to connect local education institutions with industry, including links with elementary and middle school levels. The BC Job Plan states that a large proportion of the province's workforce does not have the skills needed to work in the knowledge workforce. This is a crucial area for a successful economy moving forward.

The Maker's Café, a joint venture between Douglas College and the River Market, is planning to launch in the fall. It has been noted that a "Maker Space" will spur economic development in a 4 to 5 block radius from the location, which tend to be located in underutilized or depressed areas. Another model to be considered is a "Maker Space" with an associated incubator space, both of which would need to be aligned with the culture of the local community.

6.3 Digital Inclusion/Marketing subgroup

No updates. The next meeting for this subgroup is June 26, 2014.

6.4 Infrastructure

The next steps for this subgroup will be to work with Development Services on creating specifications and requirements for new development.

7.0 OTHER BUSINESS

No items.

8.0 NEXT STEPS

- Alvin Chok to connect with the senior decisions makers at local telcos. The Committee members will be invited to join these discussions once the meetings are secured;
- The fibre infrastructure plan will be presented to Council in September 2014;
- Resource needs for the Committee and each subgroup
 - Each subgroup to provide a 3-5 year budget and rationale to be considered for the Intelligent City Advisory Committee financial plan
- Action plans for each subgroup;
- Creation of a general reporting template for subgroups;
- Each subgroup to review the roadmap recommendations at their next meeting;
- Andréa Khan to offer teleconferencing options for subgroups and future Committee meetings;

9.0 MEETING ADJOURNMENT

The meeting was adjourned at 3:29pm.

Councillor Bill Harper
Chair

Andréa Khan
Recording Clerk