



Intelligent City Advisory Committee

Wednesday, September 18, 2014 – 3:00pm
EOC 1, City Hall

MINUTES

MEMBERS PRESENT:

Councillor Bill Harper - Co-chair, City Council
Jen Arbo - Community Member
Nelson Eng - Community Member
Gavin McLeod - Community Member

REGRETS:

Michael Hrybyk - Co-chair, Community Member
Gary Munro - Community Member
Reg Nordman - Community Member, EDAC representative
Gerry Akkerman - TransLink
Jonina Campbell - Community Member
Ian McLeod - Community Member
Neely Hazell - Fraser Works ESC
Philip Barker - Fraser Health Authority
Jim Lowrie - Director, Engineering
Rod Carle - General Manager, Electric Utility Commission
Alvin Chok - Chief Information Officer

STAFF:

Blair Fryer - Manager, Communications and Economic Development
Susan Buss - Deputy Chief Librarian
Bev Grieve - Director, Development Services
Andréa Khan - Economic Development Coordinator/Recording Clerk
Gary Holowatiuk - Director, Finance and Information Technology

The meeting was called to order at 3:08pm.

1.0 APPROVAL OF AGENDA

MOVED and SECONDED

THAT the September 18, 2014 agenda be adopted

CARRIED.

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

2.0 ADOPTION OF SEPTEMBER 3, 2014 MINUTES

The September 3, 2014 minutes were not completed in time for this meeting.

3.0 INTELLIGENT COMMUNITY FORUM REVIEW

Blair Fryer and Lisa Spitale (CAO) attended the Intelligent Community Forum (ICF) 2014, a three day conference in June 2014. Held in New York, the conference included a Master Class that was divided by rural and urban communities, of which Mr. Fryer and Ms. Spitale attended the latter. The theme of the forum was "Culture as a Canvas", and focused on using heritage as a resource.

Mr. Fryer met with one of the forum founders during ICF to discuss New Westminster, past, present and future. The founder, Mr. Robert Bell, encouraged New Westminster to submit a Smart 21 application for this year.

The Marketing & Advocacy subgroup, with Hyack Interactive, has completed a Smart 21 application and will be submitting it on Monday, September 22, 2014.

Mr. Fryer overviewed the master class opportunity, which is suggested to take place in early 2015.

4.0 PRESENTATION TO RESIDENTS' ASSOCIATION FORUM

Blair Fryer gave the Intelligent City presentation at the Residents' Association Forum on September 10, 2014, with Councillor Harper and Gavin McCleod in attendance.

The feedback was positive and audience engaged. The slides were requested by an attendee following the presentation, and have been shared.

The Committee discussed the value of providing the presentation slides on the City's website, and the possibility of creating and sharing a video that explains the Intelligent City initiative.

It was suggested that there be a "road show" plan. This would include presentation to City staff, business organizations, local organizations and non-profits, and the media. The Committee agreed that these presentations should occur following the fibre plan presentation to Council.

5.0 STRATUSCORE @ ANVIL CENTRE BETA TEST

Mr. Fryer overviewed what Stratuscore does, and the opportunity for partnership that they are pursuing in New Westminster.

As part of a beta test, the Committee would be privy to the data volume to further inform the overall fibre infrastructure and business plan.

The Committee discussed rates for fibre leasing, and the necessity of determining the revenue soon.

6.0 SUBGROUP PROGRESS UPDATES (ALL SUBGROUPS)

Tabled until October 16, 2014.

7.0 MARKETING ASSETS AND TOP 21 APPLICATION

The PowerPoint slides and Smart 21 application have been drafted. This year the ICF added a sixth pillar, Sustainability. In the application, Envision 2032 has been used to fulfill the sixth pillar section.

Ms. Arbo of Hyack Interactive review the communications plan, noting that is a living document. The goal is to effectively engage all local stakeholders and continually communicate the progress of intelligent city initiatives. The Marketing & Advocacy subgroup believe that local awareness and support will be critical to success. The review included key messages, recommendations, types of information to be shared, and target groups.

Procedural note: Susan Buss exited at 4:17pm

8.0 OTHER BUSINESS

Blair overviewed the key contact for the Smart 21 application:

- Public sector official – Councillor Bill Harper
- Private sector official – Reg Nordman
- Non-profit executive – Michael Hrybyk
- General contact – Blair Fryer

9.0 NEXT STEPS

- Revise the communications plan and report out to the Committee at the next meeting;
- Share the PPT slides;

- Arrange for presentations to the local business groups;
- Blair Fryer and Andréa Khan to meet with Alvin Chok to discuss the fibre report and timeline – the Committee would like to have the report go to Council in early fall 2014.

10.0 MEETING ADJOURNMENT

The meeting was adjourned at 4:24pm.

Councillor Bill Harper
Chair

Andréa Khan
Recording Clerk