



INTELLIGENT CITY ADVISORY COMMITTEE

September 16, 2016 - 9:00 a.m.

Council Chambers

City Hall

MINUTES

MEMBERS PRESENT:

Councillor Bill Harper	-Co-Chair, City Council
Michael Hrybryk	-Co-Chair
Reg Nordman	-Community Member
Chris Sabiston	-School Board Representative
Brigid Canil	-Ministry of Transportation (exited at 10:30 a.m.)
Ron Cann	-Community Member
Michael Ewen	-School District Representative
Wendy Parry	-Douglas College Representative (exited at 10:42 a.m.)

MEMBER REGRETS:

Gerry Akkerman	- TransLink
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GUESTS:

Jennifer Thompson	-Community Member
Martino Tran	- UBC

STAFF:

Alvin Chok	- Chief Information Officer
Steven Faltas	- Electrical Operations (arrived at 9:07 a.m.)
Blair Fryer	- Manager, Communications and Economic Development
Susan Buss	- Deputy Chief Librarian
Patricia Jecks	- Intelligent City Project Coordinator
Lynn Roxburgh	- Planner
Debbie Johnstone	- Committee Clerk

The meeting was called to order at 9:03 a.m.

1.0 HOUSEKEEPING

1.1 Oaths of Office

Debbie Johnstone, Committee Clerk, administered the Oath of Office and circulated the amended Terms of Reference and Committee Code of Conduct to all members.

2.0 ADDITIONS TO AGENDA

There were no additions.

3.0 ADOPTION OF MINUTES

3.1 Adoption of the Minutes of May 13, 2016

MOVED and SECONDED

THAT the minutes of the May 13, 2016 Intelligent City Advisory Committee be amended to show Susan Buss as the Deputy Chief Librarian; and

THAT the minutes be adopted.

CARRIED.

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

4.0 PRESENTATIONS

4.1 Creating a Tech Hub in New Westminster

Jennifer Thompson, Community Member, provided a PowerPoint presentation regarding the potential for a Tech Hub in New Westminster.

In response to questions from the Committee, Ms. Thompson provided the following information:

- Establishing a mix of accelerator and incubator companies is recommended for diversity, and to attract a wide range of investors;
- The necessary hardware required for these types of facilities would be a basic lab with access to water, electricity and cupboard space. Shared access to a loading bay could also be beneficial;
- Medical companies may require additional equipment, such as a ventilation system and a fume hood;

- A three to five year revenue return could be an ideal expectation; however, this would be dependent on the type of product being created; and,
- An eight to fifteen year average revenue return could be expected for new technology companies.

Discussion ensued, and the Committee provided the following comments:

- The large amount of commuters accessing New Westminster via SkyTrain could provide an opportunity to promote businesses and business opportunities in the area;
- Ensuring that transportation is adequately managed could be crucial, as areas with a high volume of traffic during peak times can be negatively affected (i.e. many couriers will not deliver during peak hours to municipalities with expected traffic delays);
- A partnership with Douglas College could be considered in order to develop technological advances in New Westminster;
- Medical and Clean Tech companies could have a slow return and start-up costs are often expensive. Ensuring New Westminster targets a variety of different types of companies could provide better opportunities;
- Enquires were raised regarding who is responsible for funding tech hubs, and how to ensure that these developments are provided with the necessary support to succeed; and,
- Further consultation with the Economic Development Advisory Committee and the Economic Health Care Cluster could be required to better assess the relationship between potential costs and financial gains for the project.

MOVED and SECONDED

THAT this item be referred as an action item to the Innovation working team for further development.

CARRIED.

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

4.2 Collaboration Opportunities

Martino Tran, UBC, provided a PowerPoint presentation regarding collaboration opportunities and how intelligent city technologies can be utilized to better predict outcomes for the City.

Following questions from the Committee, Mr. Tran provided the following information:

- Students from UBC could work alongside the Intelligent City Advisory Committee to collect and evaluate data in an effort to better understand the best practices to incorporate intelligent city technology (ICT) for the city;
- Utilizing a platform that encourages active community engagement is critical;
- The optimization of roads in New Westminster could benefit from mode shifting, in an effort to increase throughput and capacity;
- Different investment strategies for intelligent transport systems could be compared with strategies for increased bicycle infrastructure structure in an effort to understand which solution best addresses citizen's needs;
- In order to obtain and evaluate data, it would be beneficial to develop a new application, rather than interfacing with an application that already exists;
- An application to obtain and interpret data could be useful in drawing community interest to the open data platform;
- Open data should include consumer data, and obtaining this information could require a variety of different techniques to be considered;
- Open data could be divided into passive and active data; and,
- Ensuring that the City is collecting current and relevant data could help forecast how the City adapts to changes in the future.

Discussion ensued, and the Committee provided the following comments:

- It was suggested that New Westminster transportation systems are at capacity, and exploring Living Lab collaborative opportunities could address objectives regarding capacity and other modes of transportation;
- Ensuring that citizens are motivated to interact with an application to provide this data could be crucial to its success;
- Providing active, real time data to citizens can be difficult and time consuming;
- Collecting data beyond building dark fibre infrastructure could be important. There is a need to include this data into the City's vision based on its strengths and community needs; and,
- Collaboration with the City regarding this initiative could be considered, especially if utilizing grad students for the project.

MOVED and SECONDED

THAT this information be forwarded to the Infrastructure working team to develop and coordinate with UBC regarding the progression of this idea.

CARRIED.

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

5.0 UNFINISHED BUSINESS

There were no items.

6.0 NEW BUSINESS

There were no items.

7.0 REPORTS AND INFORMATION

7.1 Working Team Updates

Procedural note: Brigid Canil exited the meeting at 10:30 a.m.

(a) Inclusion

Wendy Parry, Douglas College Representative, reported the following information:

- A training partnership has been established with the Elizabeth Fry Society to build a pilot community-based Digital Literacy program;
- Volunteers for the non-profit association would be trained to educate their clients, which could help develop a model to be implemented in other non-profit establishments; and,
- A hardcopy of the Digital Access Map has been completed, which will be added to the City Community Service Asset Map.

(b) Innovation

Reg Nordman, Community Member, provided the following update:

- The Terms of Reference for the working team have been completed;
- The Innovation team would be exploring innovative ideas to approach issues such as transportation and traffic in the city through utilizing and evaluating open data sources;
- Meetings have taken place with the Arts and Culture and New Media Gallery staff; and,
- The working team developed the innovation slogan *In New West, Innovation is everyone's job.*

Procedural note: Wendy Parry exited the meeting at 10:42 a.m.

(c) Knowledge Workforce

Chris Sabiston, School Board Representative, reported the following information:

- The working group met on June 30, 2016 to reflect on the Terms of Reference and mandate for the knowledge workforce group;
- In an effort to encourage collaboration between education and business, the working group would be looking to include two additional members with a strong business focus;
- A collaboration with the City and CG Masters for summer camp programs could be considered in 2017; and,
- The working group would be considering hosting a ‘Hack-a Thon’ in an effort to engage local educational groups and to showcase New Westminster as a key location for networking and business growth.

(d) Marketing & Advocacy

Ron Cann, Community Member, reported the following information:

- The Terms of Reference and vision have been finalized;
- The launch event for BridgeNet organized by Patricia Jecks, Intelligent City Coordinator, and Blair Fryer, Manager, Communications and Economic Development, was successful; and,
- The group will be focusing on a more detailed marketing and advocacy plan for Intelligent City.

Patricia Jecks, Intelligent City Coordinator, reported that the City had submitted their application for the Intelligent City of the year award, and is expecting to receive feedback regarding the application within the coming weeks. A finalized version of the application would be completed by the end of September.

Procedural note: This item was discussed prior to item 7.1 (a)

(e) Infrastructure

Alvin Chok, Chief Information Officer, reported the following information:

- The construction of the fibre network backbone and the Co-Location Facility are mostly complete and functional.
- Internet Service Providers (ISP) are currently marketing their services to target buildings in uptown and downtown areas;

- Currently six buildings are in the process of being linked into the Fibre network; and,
- The goal would be to have up to ten buildings linked onto the network by the end of the year.

Discussion ensued, and the Committee suggested that Mr. Chok provide additional information regarding the location of the buildings that are linking to the network and areas in which issues are being encountered. Utilizing a customer relationship management (CRM) database where requests and demand are properly tracked could provide useful information to the Committee.

8.0 PRESENTATIONS

Procedural note: Ron Cann exited the meeting at 11:00 a.m.

8.1 Our City 2041

Lynn Roxburgh, Planner, provided a PowerPoint presentation regarding the update of the Official Community Plan, and how intelligent city initiatives could be included in the strategy.

Discussion ensued, and the Committee suggested a small working session be considered between members of the Committee and the planning department to ensure that the strategies developed by the City are adequately incorporating intelligent city ideals.

9.0 NEXT MEETING

December 16, 2016 @ 9 a.m. in Council Chambers Meeting Room

10.0 ADJOURNMENT

ON MOTION, the meeting was adjourned at 11:09 a.m.

Certified correct,

Councillor Bill Harper
Co-Chair

Michael Hrybyk
Co-Chair

Debbie Johnstone
Committee Clerk