



INTELLIGENT CITY ADVISORY COMMITTEE

March 10, 2017 - 9:00 a.m.
City Hall, Council Chamber Meeting Room

MINUTES

MEMBERS PRESENT:

Councillor Bill Harper	- Co-Chair, City Council
Councillor Mary Trentadue	- Council Representative
Michael Hrybyk	- Co-Chair
Brigid Canil	- Ministry of Transportation
Ron Cann	- Community Member
Michael Ewen	- School District Representative
William Laycraft	- Community Member
Reg Nordman	- Community Member
Wendy Parry	- Douglas College Representative

MEMBER REGRETS:

Gerry Akkerman	- TransLink
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GUESTS PRESENT:

Ihab Khalil	- Surf Internet
Issac Serour	- Surf Internet

STAFF:

Lisa Spitale	- Chief Administrative Officer
Rod Carle	- Manager of Electrical Operations
Susan Buss	- Deputy Chief Librarian
Steven Faltas	- Business Process Manager, Electrical Operations
Patricia Jecks	- Intelligent City Project Coordinator
Andrea Khan	- Economic Development Coordinator
JoAnn Tosh	- Committee Clerk

The meeting was called to order at 9:05 a.m.

1.0 HOUSEKEEPING

1.1 Committee Orientation

JoAnn Tosh, Committee Clerk, provided a PowerPoint presentation regarding the Committee Orientation. Ms. Tosh provided an overview of the Rules of Conduct, Respectful Workplace and Human Rights Policy, and the Social Media Policy.

1.2 Oath of Office

JoAnn Tosh, Committee Clerk, administered the Oath of Office to the Committee members.

1.3 Appointment of Co-Chair

MOVED AND SECONDED

THAT the Intelligent City Advisory Committee appoints Michael Hrybyk as Co-Chair for the 2017 term.

CARRIED.

All members present voted in favour of the motion.

2.0 ADDITIONS / DELETIONS TO AGENDA

The following item was added to the agenda:

- Item 7.4 – Innovation Forum

3.0 ADOPTION OF MINUTES

3.1 Adoption of the Minutes of December 16, 2016

MOVED and SECONDED

THAT the minutes of the December 16, 2016 Intelligent City Advisory Committee be adopted.

CARRIED.

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

3.0 PRESENTATIONS

There were no items.

4.0 UNFINISHED BUSINESS

4.1 Surf Internet

Ihab Khalil and Issac Serour, Surf Internet, provided an On-Table PowerPoint presentation regarding Surf Internet.

In response to questions from the Committee, Mr. Khalil provided the following information:

- Surf Internet's main office is located at 1210-21331 Gordon Way in Richmond B.C.; this location was selected based on its central location to better help serve customers throughout the lower mainland;
- Cost points for service vary; however, Surf Internet ensures competitive pricing;
- Surf Internet 5 is quoted at \$19.99 per month;
- Surf Internet 150 is quoted at \$59.99 per month;
- Data is unlimited with a 150 megabyte download speed and 15 megabyte upload speed;
- Currently Surf Internet is primarily targeting their services to residential customers; and,
- Surf Internet plans to promote their service through community events and advertisements in local newspapers, sky train stations and television.

Discussion ensued and the Committee expressed support in moving forward with Surf Internet as an Internet Service Provider (ISP) for BridgeNet. The Committee also expressed that they would like Surf Internet's marketing and promotional material to mention that their service is being offered in New Westminster.

MOVED AND SECONDED

THAT the City of New Westminster move forward with the application from Surf Internet to enter into an agreement with the City.

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

6.1 May 12, 2017 Intelligent City Workshop at Anvil Centre

Patricia Jecks, Intelligent City Projects Coordinator, provided an On-Table PowerPoint presentation regarding the proposed Intelligent City Workshop to be held on May 12, 2017. Ms. Jecks advised that the workshop would be an opportunity to gather the Intelligent City working groups together and engage in collaborative discussion and review accomplishments.

Discussion ensued and the Committee expressed support in hosting the workshop on May 12, 2017 from 8:00 a.m. to 1:00 p.m. at Anvil Centre. The Committee also noted that members of the community could be invited to attend and provide input. It was also noted that going forward the Intelligent City Advisory Committee could host a similar workshop twice a year.

7.0 REPORTS AND INFORMATION

7.1 LED Street Lighting Sub-Division Bylaw update and pilot

Rod Carle, General Manager, Electrical Operations, provided an On-Table PowerPoint presentation regarding the LED Street Lighting Sub-Division Bylaw. Mr. Carle advised that the amended bylaw was presented to Council on March 6, 2017 and received three readings. It is anticipated that the bylaw will be adopted at the March 27, 2017 regular meeting of Council.

In response to questions from the Committee, Mr. Carle, provided the following information:

- It is anticipated that there will be two pilot locations where LED lighting will be installed to existing street lights;
- The two areas included in the pilot include the Fraserview/Glenbrook neighborhood and Thompson Landing in Queensborough.
- All new street lights will installed with LED light bulbs;
- It is estimated that a complete changeover could take three and a half to five years to complete; and,
- The quality of LED lighting could help with safety issues on the streets.

7.2 Working Team Updates

(a) Inclusion

Wendy Perry, Douglas College Representative, provided an On-Table PowerPoint presentation regarding the Inclusion Working Group's key accomplishments and next steps. Ms. Perry advised that the Elizabeth Fry workshops were not well attended and that the City is exploring providing a similar curriculum to pilot at the New Westminster library. Ms. Perry also noted that the Inclusion working group has plans to collaborate with the Infrastructure team to analyze costs to provide free Wi-Fi services to areas with high rates of vulnerability in the City.

Discussion ensued and the Committee noted the following:

- Neighbourhood Residents Associations Presidents could be contacted to inform residents of the pilot program;
- The City could approach the internet service providers that have already signed to BridgeNet and determine if they are willing to sponsor or contribute their service at little or no cost for the pilot project;
- The City could explore avenues to obtain recycled laptops and tablets for the pilot program; and,
- The City could explore a more formal partnership with B.C. Housing upon completion of the pilot program.

(b) Innovation

Procedural note: Item 7.2 (b) was addressed following Item 7.2 (e)

Patricia Jecks, Intelligent City Projects Coordinator, summarized an On-Table PowerPoint Presentation regarding the status and next steps for the Innovation Working Group.

Discussion ensued and the Committee recommended that staff could follow-up on comments and suggestions made at Intelligent City Forum Hackathon event. It was also noted that staff could provide the City's data sets to local post-secondary institutions to encourage collaboration.

(c) Knowledge Workforce

Patricia Jecks, Intelligent City Projects Coordinator, summarized an On-Table PowerPoint Presentation regarding the status and next steps for the Knowledge Workforce working group.

(d) Marketing & Advocacy

Ron Cann, Community Member, summarized an On-Table PowerPoint presentation regarding the status and next steps for Marketing and Advocacy working group. Mr. Cann also reported that the group would like to explore the idea of creating a BridgeNet HUB where various facilities throughout the City could be set up to provide members of the public access to BridgeNet services free of charge. The Committee noted the importance of creating a hub that is inclusive and accessible to all members of the community.

(e) Infrastructure

Procedural note: Item 7.2 (e) was addressed following Item 7.2 (a)

Brigid Canil, Ministry of Transportation, provided an On-Table PowerPoint presentation regarding the key accomplishments and next steps for the Infrastructure Working Group. Ms. Canil advised that she anticipates fibre to be connected to the seventh multi-dwelling unit (MDU) before the end of March 2017 with 30 more MDUs to be connected at Quayside and the River Market before September 2017 followed by service to the Queensborough area.

Rod Carle, Manager, Electrical Operations, advised that the posting for the Operations Manager has closed and anticipates a hire within a few months.

7.3 UBC Research Projects Scopes

Patricia Jecks, Intelligent City Project Coordinator, summarized an On-Table PowerPoint presentation regarding the three UBC research projects.

7.4 Innovation Forum (On-Table)

Bill Harper, Chair, advised that the Innovation Forum was a great success and expressed appreciation to staff, sponsors and volunteers involved with the event.

Discussion ensued and the Committee noted that the Innovation Forum could become a yearly event that is overseen by the Intelligent City Advisory Committee.

7.0 NEXT MEETING

June 2, 2017 at 9:00 a.m. in Committee Room #2

8.0 ADJOURNMENT

ON MOTION, the meeting was adjourned at 11:12 a.m.

Certified correct,

ORIGINAL SIGNED

Councillor Bill Harper

Co-Chair

ORIGINAL SIGNED

Michael Hrybyk

Co-Chair

ORIGINAL SIGNED

JoAnn Tosh

Committee Clerk