



INTELLIGENT CITY ADVISORY COMMITTEE

March 9, 2018 - 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
Gerry Akkerman	- TransLink (Left at 10:44 a.m.)
Brigid Canil	- Ministry of Transportation
Ron Cann	- Community Member
Michael Hrybyk	- Co-Chair
Reg Nordman	- Business Community Member
Wendy Parry	- Douglas College Representative (Left at 10:15 a.m.)
Paul Romein	- Local Business Community Representative

MEMBER REGRETS:

William Laycraft	- Community Member
Maryam Naser	- New Westminster School District 40 Representative

STAFF:

Ruby Campbell	- Intergovernmental and Community Partnerships Manager
Rod Carle	- General Manager, Electrical Utility
Alvin Chok	- Chief Information Officer
Blair Fryer	- Manager, Communications and Economic Development
Patricia Jecks	- Intelligent City Project Coordinator
Tristan Johnson	- Planning Analyst, Development Services
Phil Kotyk	- Fibre Networks Operations Manager
Heather Corbett	- Committee Clerk

The meeting was called to order at 9:00 a.m.

1.0 HOUSEKEEPING

1.1 2018 Committee Orientation and Oath of Office – Heather Corbett

Ms. Corbett administered the Oath of Office to all members of the Committee present.

EXCLUSION OF THE PUBLIC

MOVED and SECONDED

THAT pursuant to Section 90 of the Community Charter, members of the public be excluded from the Closed Meeting of the Intelligent City Advisory Committee immediately following the Regular Meeting of the Intelligent City Advisory Committee on the basis that the subject matter of all agenda items to be considered relate to matters listed under Sections 90(1)(j) of the Community Charter:

90(1)(j) information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the Freedom of Information and Protection of Privacy Act;

CARRIED.

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

ADJOURNMENT TO CLOSED

MOVED and SECONDED

THAT the Intelligent City Advisory Committee Meeting in Open Session be adjourned and proceed to Closed Session.

CARRIED.

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

RECONVENE TO REGULAR INTELLIGENT CITY ADVISORY COMMITTEE

MOVED and SECONDED

THAT the Regular meeting of the Intelligent City Advisory Committee Meeting be reconvened.

CARRIED.

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

2.0 ADDITIONS / DELETIONS TO AGENDA

3.0 ADOPTION OF MINUTES

3.1 Adoption of the Minutes of December 8, 2017

MOVED and SECONDED

THAT the minutes of the December 8, 2017 Intelligent City Advisory Committee meeting be adopted.

CARRIED.

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

4.0 PRESENTATIONS

There were no items.

5.0 REPORTS AND INFORMATION

5.1. Working Team Updates

(a) Innovation

Reg Nordman, Business Community Member, updated the Committee regarding the Opendata Developer Network (ODEN), noting the following:

- ODEN was up and running in time for the Hackathon and some participants used it;
- The bulk of the data available is shareable and open;
- The Municipal Information Systems Association noted that the City had shown leadership in publishing the schema for developers to use;
- Datasets are searchable across cities; and,
- The Innovation Group had met recently and considered Phase 2 of the project.

Patricia Jecks, Intelligent City Project Coordinator, gave a demonstration of the system and how to search for data, and commented that even with limited marketing of ODEN, there has been genuine interest in the system from organizations such as TransLink, MODO, and UBC.

The committee noted that increased access to data and a common data format will strengthen the system and suggested a forum to receive feedback from users.

(b) Marketing & Advocacy

Blair Fryer, Manager, Communications and Economic Development, updated the Committee regarding the Marketing & Advocacy Working Group's key initiatives, noting the following:

- A video for innovation week had been generated and used extensively;
- Work on the BridgeNet Hub concept is still ongoing – computer terminals in City facilities have been branded with BridgeNet in order to build awareness and show easy access to fibre;

- UBC is partnering to identify public Wi-Fi hub locations that would have the most benefit to the community in terms of livability and accessibility; and,
- An Intelligent City display was developed with Hive City incorporating iPad terminals to solicit public feedback.

Alvin Chok, Chief Information Officer, highlighted a recent meeting with ISPs where a need to assist with the marketing of BridgeNet and the role of the ISPs within the community had been raised, and the following points were discussed:

- The current business rate is out of reach for small businesses and a new formula is being discussed with ISPs to address this issue;
- Calls to ISPs from potential customers sometimes do not get much response; and,
- An idea was brought forward to generate a video explaining the steps for potential customers and strata managers to get BridgeNet into a building.

The Committee noted the following:

- Marketing ideas could be generated to assist in the marketing of the ISPs, including:
 - Ads in BC Business;
 - Links to ISP websites;
 - A BridgeNet video
 - Sandwich boards and other marketing collateral;
 - Direct letters to each unit;
- Action on many of the ideas listed above have been in place for some time. Specifically, BC Business ads have been running since 2016, ISP websites and detailed information can be found on the BridgeNet website, sandwich boards and door hangers have been in place since summer 2017 to highlight BridgeNet installation corridors and a BridgeNet video can be found on the BridgeNet website;
- Further generation of marketing assets can be explored, however ISPs need to provide a basic level of marketing and outreach service;
- A lack of communication between the City and ISPs could be addressed by way of a quarterly check-in and regular communication; and,
- ISPs could provide documentation for the City website on their business and the steps required to engage an ISP in a building.

(c) Inclusion

Wendy Parry, Douglas College Representative, reported that the Inclusion Working Group' had not yet met this year, nor had an opportunity to flesh out the Open Online Course (MOOC). The group's next meeting is March 21, during which they would be working on the next steps of defining aspects of the course and a user-friendly interface, as well as collaboration opportunities with VanCity.

(d) Knowledge Workforce

Patricia Jecks, Intelligent City Project Coordinator, reported that the Knowledge Workforce Working Group had not yet met this year, however she informed the Committee of the BCIT App showcase, which is being hosted by the City, and will take place on April 11th at Anvil Theatre. Students would be invited to leverage the City's open data to create apps based on the themes of livable city, economy, housing and sustainability.

(e) Infrastructure – Brigid Canil

Brigid Canil, Ministry of Transportation, updated the Committee regarding the Infrastructure Working Group's key initiatives, noting the following in terms of Construction/Installation and Business Development:

- Work on Quayside Drive is still ongoing;
- Fibre backbone to Queensborough and the Justice Institute are connected and in test phase;
- 14 Begbie Street (Interurban) have requested a connection and inquiries from other properties and businesses are ongoing;
- Royal Columbia Hospital – will connect to vaults on Columbia for a ring around the hospital;
- A dark fibre agreement is close connecting the City's co-lo and Harbour Centre;
- 8 service orders have come in from 4 ISPs;
- Ongoing follow up with ISPs re marketing will occur after a successful recent meeting;
- BridgeNet and several ISPs participated in the Innovation Week Business Expo;
- An updated strata letter will be mailed shortly to do a promotion into the strata buildings; and,
- A Shaw ISP agreement is underway– this demonstrated that the current business model is effective in attracting major ISPs.

6.0 UNFINISHED BUSINESS

There were no items.

7.0 NEW BUSINESS

Procedural Note: New Business items were addressed in the following order: 7.3; 7.1; 7.5; 7.4; 7.2, 7.6

7.1. AMI: Advanced Metering Infrastructure

Rod Carle, General Manager, Electrical Utility, updated the Committee on the installation of an Advanced Metering Infrastructure, noting the following:

- The City's current metering infrastructure is nearing its end of life, therefore the Electrical Utility is looking at alternatives, which may include: keeping the status quo, one-way communication, two-way communication, or a whole network of meters in the City, which may include water metering as well;
- The network concept is very costly and may need to incorporate other groups from the Transportation and Engineering departments to justify its use;

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

- Decisions would be made by the end of the year; and,
- The potential network of meters would likely be separate from the City's fibre network.

7.2. UBC Research Projects

Patricia Jecks, Intelligent City Project Coordinator, update the Committee on the 2018 UBC Master of Engineering Leadership Research Projects:

1. Fast Charging for Electric Vehicle Strategy;
2. Smart Metering Infrastructure Deployment; and,
3. Deployment of Public Wi-Fi Hubs for Citizen Engagement.

7.3. Intelligent New Westminster Strategy

Councillor Harper noted that the original strategy of the Intelligent City Advisory Committee had largely been accomplished and, in terms of moving forward, a new

strategy would be developed with the Committee's help, incorporating community and economic development.

The Committee noted the following points for discussion:

- Discussions to be broad and include culture and engagement;
- New priorities may be used to organize the areas of ICAC specialization and possibly incorporate mobility;
- Sub-groups and task force committees would need to be examined, as well as integrating these into the broader ICAC;
- Operations of the City – how would this change? And what is structure?

Patricia Jecks, Intelligent City Project Coordinator, discussed the next steps in the process, which would include a special meeting on April 27th to solidify the ICAC Mission, Vision and framework.

7.4. Smart Cities Challenge Update

Patricia Jecks, Intelligent City Project Coordinator, discussed the Smart Cities Challenge, noting that the public survey is open until March 12 and voting on the top challenge statements would occur on that day.

In response to questions, Ms. Jecks noted the following:

- The City of Vancouver has requested the City to sign an NDA to partner on their proposal;
- If the City joins the regional bid, it would not be possible to move forward with our own proposal; and,
- The application deadline is April 24.

7.5. Municipal Access Agreement

Rod Carle, General Manager, Electrical Utility, updated the Committee on the idea of a Municipal Access Agreement, noting that an update would be available in April and the City is looking at an agreement with Telus, however direction by Council resolution would be needed.

7.6. Debrief on Innovation Week

Ruby Campbell, Intergovernmental and Community Partnerships Manager, updated the Committee on Innovation Week, noting the following:

- Overall, the response has been that the event was successful – sponsors have indicated a desire to return next year, and may sponsor other initiatives in the City;
- The top 3 highlights included:
 - Solidifying the event’s relationship with TransLink through Hackathon and Transit Day;
 - Development of the City’s relationship with Amazon;
 - Event with Rick Glumac, MLA & BC Government Parliamentary Secretary for Technology; and,
- A full report will be available for next meeting.

8.0 NEXT MEETING

April 27th – Special Strategy Meeting TBC

June 1, 2018, at 9:00 a.m. in Chamber Meeting Room, City Hall.

9.0 ADJOURNMENT

ON MOTION, the meeting was adjourned at 11:07 a.m.

Certified correct,

ORIGINAL SIGNED
Councillor Bill Harper
Co-Chair

ORIGINAL SIGNED
Michael Hrybyk
Co-Chair

ORIGINAL SIGNED
Heather Corbett
Committee Clerk