Information, Communications
&Technology Sub-Committee
Minutes
March 13, 2014

Members	**Staff**
Present: Councillor Howard Shore, Chair Regional Councillor Gordon Landon Councillor Alex Chiu Regrets: Mayor Frank Scarpitti (x-officio) Regional Councillor Jim Jones Councillor Logan Kanapathi	Trinela Cane, Commissioner of Corporate Services Nasir Kenea, Chief Information Officer Dennis Flaherty, Director of Communications & Community Engagement Anna Henriques, Senior Planner Yvonne Rowan, Corporate Communications & Community Engagement Angela Vink, Manager, Portal & Communication Services Laura Gold, Council/Committee Coordinator

The Information, Communications and Technology Sub-Committee Meeting convened at 10:35 a.m. with Councillor Howard Shore presiding as Chair.

1. Changes or Additions to the Agenda

Item No. 3. "Changes to Federal Government's Telecommunications Tower Sitting Policy" was moved up to first on the agenda.

2. Changes to Federal Government's Telecommunications Tower Sitting Policy

Anna Henriques, Senior Planner was in attendance to provide an update on the changes to the Federal Government's Telecommunications Tower Sitting Policy. The changes to the policy are as follows:

1) Organizations are now required to provide consultation on all commercial tower installations, regardless of height.
   - Now applies to the third party who owns and operate telecommunication towers on leased land
   - Changes possibly intended to provide municipalities with more authority over the location of cell towers
2) There is now a three year limit between the time of consultation and the time a cell tower is built.

- The new timelines between the consultation and the time the cell tower is built are consistent with the timelines that apply to planning applications.
- A Member suggested that there should be a timeline for when appeals are accepted for a letter of non-concurrence for a cell tower.

3) Companies are required to ensure that all communications of upcoming consultation sessions are clearly marked to ensure residents are well informed.
   - The new notification requirements are consistent with the notification requirements for planning applications.
   - Government and Crown Agencies are excluded from the requirement to consult the public for new installations of cell towers less than 15 metres high.
   - Organizations are not required to notify the public if they are increasing the height of an existing cell tower by less than 25%.
     - Provision is only permitted once and can only be used if the cell tower has been in place for greater than one year.

4) Encourages Municipalities to get involved early in the cell tower sitting process
5) Measures strengthening the federal communications with the public on cell tower sitting procedures, which include the following:
   - New online resources
   - New reporting mechanisms to track tower issues and to report back to the communities
   - When an issue or impasse arises that is related to a new tower site, the parties can approach Industry Canada for a determination

A memo is being circulated to Members of Council suggesting that a recommendation be made to Industry Canada to extend the comment period on the recent changes to the Telecommunications Tower Sitting Policy, as the comment period is very short and does not provide staff with enough time to conduct a proper analysis. Comments can be made directly on Industry Canada's website.

It was noted that a cell tower public meeting has been tentatively booked for May 20, 2014.

A Member questioned whether municipalities can enter into a contractual agreement regarding cell phone towers with a telecommunication provider. Staff were not aware of anything prohibiting this, but further investigation would be required if the City wanted to enter into this type of agreement.

A Member questioned if cell tower requests can be fast tracked when being requested in preferred locations. Staff advised that in accordance with Markham's Cell Tower Policy, requests to have cell towers on industrial lands that are greater than 120 m away from sensitive lands can be fast tracked.

Moved Councillor Alex Chiu
Seconded by Regional Councillor Gordon Landon

That the update provided by Anna Henriques, Senior Planner on the changes to the Federal Government's Telecommunications Tower Sitting Policy be received.

CARRIED

3. **Smart Markham Forum**

Trinela Cane, Commissioner of Corporate Services provided an update on the Smart Markham Forum. The planning for the forum is well underway. The forum will be held at Markham Civic Centre on April 11, 2014. An outlook meeting request for the forum was sent to Mayor and Members of Council. The forum will start the conversation about how the City can be technologically smarter and it will help form a futuristic vision of a smarter Markham. Marc Saltzman will be the moderator at the forum.

The following schedule for the Smart Markham Forum was presented:

- Breakfast (7:30 a.m. to 9:00 a.m.) – key business leaders will participate in a facilitated discussion on the vision of a smarter Markham.
- Speakers (9:00 a.m. – 12:00 p.m.)- Jim Gragtmans, Principal, ET Group, Rick Huijbregts, Vice President of Industry and Business Transformation, Cisco Canada, Ted Maulucci, CIO, Tridel Corporation, and Mansell Nelson, Vice President, Advanced Business Solutions, Rogers Communications Inc.
- Panel Session (12:00 to 12:30 p.m.) – there will be a panel discussion on a smarter Markham. The panel will be comprised of David Agnew, President of Seneca College, Janet Beed, President & CEO, Markham Stouffville Hospital, Brian Bentz, President & CEO of PowerStream and Brad Woodside, Mayor of Fredericton who will be participating in the panel thorugh Skype.
- Lunch (12:30 p.m.– 1:30 p.m.) - the Honourable Reza Moridi, Minister of Research and Innovation will be the keynote luncheon speaker.

The Committee was asked if there were any questions it would like the panel to answer. A Member wanted to know how a smarter Markham would apply to emergency management.

The bios of the speakers will be provided to Corporate Communications. The speakers will have the opportunity to review their bios prior to making them public. Most of the speakers are not charging for their contributions to the forum.

It was requested that a Twitter campaign be set up to promote the event and to allow interested residents and businesses to ask questions.

The budget for the Smart Markham Forum is $13.5K, of which $10K was approved by Council to be spent on the forum, and the remaining $3.5K was obtained in sponsorship funds from Bell Canada. It was anticipated that the forum would be held within budget.

There are a number of versions of the graphic being used for the event. Councillors should speak with Councillor Shore or Corporate Communication to obtain a copy of the graphic.

It was suggested that speakers at the forum be invited to bring their display to present in the Great Hall during the forum.

Moved by Regional Councillor Landon
Seconded by Councillor Alex Chiu

That an update on the Smart Markham Forum be received.

CARRIED

4. Primary, Off-Site Data Centre Update

Data Centre

Nasir Kenea, Chief Information Officer provided an update on the primary date centre.   The new location of the primary data centre site has been confirmed. Council has approved the funding to move the data centre and to provide redundant power and cooling to the new data centre location. The next steps will be to move the data centre to its new location and to make a decision regarding the location of the secondary data centre.

Several options are being considered for the secondary data centre. Some of these options include the following: (1) partnering with another organization, where Markham houses their secondary data centre and the partnering organization houses Markham's secondary data centre; (2) entering into a contract with a third party organization to house Markham's secondary data site including the Province of Ontario Data Centre; and (3) using Cloud.

Staff have discussed partnering opportunities with respect to housing Markham's secondary data centre with the City of Vaughan, the City of Barrie and with York Region. The main cost associated with this option would be infrastructure costs.

There was a brief discussion on whether additional measures should be taken to protect Markham's data as part of selecting a secondary site. Council's risk tolerance and willingness to invest should be considered prior to taking any additional measures to protect Markham's data.

The current measures being taken will be a considerable improvement to the protection of Markham's data.

York Region's Broadband Study

The Chair requested that an update be provided on the Region's Broadband Study. It was agreed that Chris Rickett from York Region should be invited to the next Information, Communication and Technology Sub-Committee meeting to provide an update on this project. The meeting should be held in late April or early May, before the report on this matter is brought forward to York Region's Council.

Emergency Related Questions

A Member questioned for how long Civic Centre would have emergency power in a blackout. Staff advised that it would have power for approximately two hours. This would provide enough time to turn off servers by using UPS in order to allow proper shutdown and to avoid power surges to devices. There is no power backup for the Civic Centre building.

A Member questioned if key persons should have cell phones from more than one provider to ensure they have cell phone access in an emergency. Staff advised that this would depend on Council's risk tolerance and its willingness to invest. Staff did not think this practice was widely adopted.

5. Status Report on Portal Homepage Updates – Data Collection

The Chair requested an update on the status of personalizing the portal homepage so that residents can login.   Staff advised that security issues were being investigated by the City's Legal Department and Clerk's Office. It was recommended that staff look at the City of Pickering's privacy disclaimer.

It was suggested that permitting residents and businesses to login to the website would permit residents and businesses to personalize the website and to receive information based on their preferences. Work is in progress to have such capability in place in the next few months.

Staff will continue to investigate the possibility of personalizing the website so that residents and businesses can login.   The staff capacity to manage this initiative will also need to be investigated.

There was a suggestion to have a welcome message from the Mayor video tapped and placed on the website. The timing regarding this initiative was discussed, as it is close to an election.

Dennis Flaherty will put a framework together and present this concept to the Chief of Staff for the Mayor's feedback.

6. Adjournment

The Information, Communications and Technology Sub-Committee adjourned at 12:02 p.m.