



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**BROADBAND COMMITTEE
AGENDA
Thursday, January 14, 2021**

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>AGENDA- January 14, 2021</u>	Approve
	<u>Supplementary Agenda</u>	Receive
	<u>MINUTES</u>	
2-4	Broadband Committee Meeting Minutes - November 5, 2020	Approve
	<u>REPORT</u>	
5-14	Michael Riis-Christianson, Chair - Regional Connectivity Knowledge Network	Receive

SUPPLEMENTARY AGENDA

NEW BUSINESS

IN-CAMERA MOTION

In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(2)(b) – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Connectivity), must/may be closed to the public, therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BROADBAND COMMITTEE MEETING****Thursday, November 5, 2020**

PRESENT: Chair Michael Riis-Christianson

Directors Tom Greenaway
Clint Lambert
Chris Newell
Mark Parker
Gerry Thiessen

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Nellie Davis, Regional Economic Development Coordinator - Via Teleconference
John Illes, Chief Financial Officer
Wendy Wainwright, Executive Assistant

Others Gladys Atrill, Town of Smithers
Shane Brienen, District of Houston
Mark Fisher, Electoral Area "A" (Smithers Rural)
Dolores Funk, Village of Burns Lake
Judy Greenaway, District of Fort St. James
Linda McGuire, Village of Granisle
Jerry Petersen, Electoral Area "F" (Vanderhoof Rural)

CALL TO ORDER

Chair Riis-Christianson called the meeting to order at 3:10 p.m.

AGENDAMoved by Director Lambert
Seconded by Director Parker**BBC.2020-4-1**

"That the Broadband Committee Agenda for November 5, 2020 be approved as amended to include New Business: CRTC Proceeding 2020-366."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Broadband Committee
Meeting Minutes
–July 16, 2020**Moved by Director Newell
Seconded by Director Lambert**BBC.2020-4-2**

"That the Broadband Committee Meeting Minutes of July 16, 2020 be approved as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORT

Revised Project Priority Setting Moved by Director Parker
Seconded by Director Lambert

BBC.2020-4-3 “That the Broadband Committee recommend that the Board amend the January 9, 2020 project prioritization resolution as follows:
That the Board prioritize the following projects for 2020/21: Fort St. James Rural (Sowchea, Mount Pope, Necoslie Rd); Buck Flats; Highway 35 and Southbank; Grassy Plains and Ootsa Lake; Industrial Cellular and LTE Coverage for Clearview Landfill; and further that the resolution be amended to include the east end of Francois Lake.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Space Exploration Technologies Corporation Letter Moved by Director Newell
Seconded by Director T. Greenaway

BBC.2020-4-4 “That the Broadband Committee recommend that the Board send a letter to Space Exploration Technologies Corp. (SpaceX) requesting participation in the Corporation’s planned beta testing of Starlink Satellite service with volunteer households in Canada.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

CIRA Internet Speed Test Data Update Moved by Director Parker
Seconded by Director Lambert

BBC.2020-4-5 “That the Broadband Committee receive the Manager of Regional Economic Development’s CIRA Internet Speed Test Data Update memo.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Rural Broadband and Connectivity Committee Moved by Director Lambert
Seconded by Director Newell

BBC.2020-4-6 “That the Broadband Committee receive Chair Riis-Christianson’s October 21, 2020 Rural Broadband and Connectivity Committee Meeting memo.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Municipal Broadband Master Class Moved by Director Lambert
Seconded by Director Parker

BBC.2020-4-7 “That the Broadband Committee receive Chair Riis-Christianson’s October 21, 2020 Municipal Broadband Master Class memo.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

CORRESPONDENCE

Cypress Land Services
-Expediting Construction of
Telecommunication
Infrastructure, British Columbia

Moved by Director Lambert
Seconded by Director Newell

BBC.2020-4-8

"That the Broadband Committee receive the correspondence from Cypress Land Services – Expediting Construction of Telecommunication Infrastructure, British Columbia."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

CRTC Proceeding 2020-366

Chair Riis-Christianson received information from the CRTC in regard to concerns that untimely and costly access to pole infrastructure has negative impacts on deployment of broadband networks. The CRTC's deadline to register for intervenor status is November 30, 2020.

CRTC Proceeding 2020-366

Moved by Director Newell
Seconded by Director Lambert

BBC.2020-4-9

"That the Broadband Committee direct staff to bring forward information in regard to CRTC Proceeding 2020-366 at the November 19, 2020 Board meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

BBC.2020-4-10

"That the meeting be adjourned at 3:25 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Michael Riis-Christianson, Chair

Wendy Wainwright, Executive Assistant



Regional District of Bulkley-Nechako Broadband Committee

To: Committee Members
From: Michael Riis-Christianson, Broadband Committee Chair
Date: January 14, 2021
Regarding: **Regional Connectivity Knowledge Network**

Recommendation:

Receive.

Background:

Please find attached:

- 1) Regional Connectivity Knowledge Network Terms of Reference
- 2) October 21, 2020 Meeting Notes
- 3) November 16, 2020 Meeting Notes
- 4) December 9, 2020 Meeting Notes

Regional Connectivity Knowledge Network

Terms of Reference

Context

The COVID-19 pandemic confirmed that connectivity in BC's rural and remote communities and districts is a basic and essential infrastructure like clean water, well-maintained roads and access to electricity that requires an informed and coordinated approach.

However, communities, regions and governments (municipal, indigenous and regional) are working independently—often in isolation—to assess needs, set priorities, identify solutions and secure investments in connectivity infrastructure and the parallel activities required to unlock its potential to improve life.

Purpose

The Regional Connectivity Knowledge Network will advance sustainable connectivity and collective connectivity priorities in rural BC by building capacity through peer-to-peer knowledge-sharing, mentoring, relationship building and collaboration.

Key Principles

The Network is founded on the following principles:

- Access to connectivity in rural and remote communities and districts of British Columbia is a basic and essential infrastructure like clean water, well-maintained roads and access to electricity (as confirmed by the COVID-19 pandemic).
- Collaboration will leverage greater rural benefits.
- Local government involvement is integral to the success of the connectivity planning that is underway across rural BC.
- Local governments will ensure that rural place-based contexts, needs, and aspirations that serve rural interests are reflected in infrastructure and related investment. This includes an end-to-end, sustainable approach to rural connectivity.

Objectives

1. Learning, Doing and Building Relationships

Build relationships and capacity by collectively developing a shared knowledge, understanding and language of connectivity to achieve:

- objective assess of connectivity approaches and alternatives.
- informed regional connectivity planning decision-making and roles, both short-term and long-term.
- increased comprehensiveness of and cohesion among connectivity plans within, and between regions.
- connectivity planning integrated into community planning.

2. Creating Collaborations, Partnerships and Coalitions

Create a collaborative environment for the emergence of:

- collaborations within and among regions.
- an informed, collective voice on common connectivity-related issues.
- Inclusive, peer-to-peer relationships with Indigenous connectivity leads.

- A network or collaborators and supporters to enhance and contribute to rural connectivity advancement.

Activities

- Share experiences and best practices.
- Invite subject matter experts to present on topics of interest.
- Develop a common language to understand, discuss, define, and articulate connectivity opportunities and challenges.
- Seek opportunities to pool time, energy and resources for mutual advancement of common interests and priorities.
- Create sub-collaborations on specific areas of mutual interest.

Governance & Operations

- The Network is self-organizing, self-directed with no official authority, responsibility or funding.
- Participants will discuss topics in a roundtable, peer-to-peer manner, be supportive and collaborative in the spirit of mutual development and mentorship—leapfrogging, to strengthen all—and will have equal voice and value among peers.
- Decisions will be first by consensus, second by majority vote of members present.
- The Network has no formal reporting responsibilities.
- Meeting notes will capture key discussion and action items required for continuity (to support, enable and advance activities discussed at the table).

Participation

- Participation is voluntary.
- Core participants are those responsible for leading development or implementation of regional connectivity strategies from a public-sector perspective.
- Additional participants will be welcomed, based on their contribution to the core purpose.
- Membership is open to any interested Indigenous or BC local government or governance organization, including elected officials or designated staff from local and Indigenous governments; or representatives of professional bodies or public sector organizations that are active in the Indigenous and local government sector.
- Invitation to participate will be by the chair, or via consensus of existing participants.
- Participants will draw on personal networks to identify and invite subject matter experts, mentors, and advisors to support and assist with learning and capacity-building.
- The UBCM Executive will appoint a participant, who will report back to the UBCM Executive on the activities of the Regional Connectivity Network.
- Provincial government staff from Connected Communities will assist the Network to identify and access experts to support learning and to gain insight into connectivity planning in BC, including broadband infrastructure investments; resources, tools, and best practices; partnerships; and other opportunities.
- The Network is not funded by UBCM nor the provincial government.

Time Frame

- The Network will operate until lack of participation deems it unnecessary.
- Participants will meet as needed, monthly to begin, with the timeframe for a subsequent meeting to be confirmed at each meeting.

- Meetings will be held on-line, and associated materials and resources posted for mutual sharing.

Connecting Rural British Columbia. A Digital New Deal for Rural Canada: Exploring Opportunities for Local Governments to Invest in Critical Broadband Infrastructure. S. Ashleigh Weeden, PhD Candidate, School of Environmental Design & Rural Development, Ontario Agricultural College, University of Guelph

BC Local Government and Connectivity

9:00am – 10:30am, Oct 21, 2020

Meeting Notes

Chair, Maureen LeBourdais, EA Director Cariboo Regional District

1. Attendees (14):

Art Kaehn, RDFFG	Reiko Tagami, UBCM Staff
Bob Long, CityWest	Rob Gay, RDEK
Maggie Hall, RDKS	Ron Storie, TNRD
Maureen LeBourdais, CRD	Sal DeMare SLRD
McCormick, Colleen M CITZ:EX	Sally Watson, TNRD
Michael Riis-Christianson, RDBN	Steven Botham, RDFFG
Nellie Davis, RDBN	Wilkins, Jerri CITZ:EX

2. Survey Results Review/Commonalities:

Financing, collaboration and sharing/learning from mutual experience top results:

- Local Government Act Section 275 changed to enable working closely with commercial operators to contribute to/improve their business case. Connectivity is eligible under the Gas Tax Community Works Fund. Prince Rupert/CityWest financial model does not rely solely on property taxes; it is a partnership where some revenue goes back to local government. Limited taxpayers or high ratio of non-residents in some areas; little revenue generating potential.
- Most small ISPs don't have skills to fill out grant applications, regional district can do it for them. Need federal & provincial help; cannot do it alone.
- Can share options being used for last mile support if local ISP not interested and regional district does not want to become last mile support. How to get board support to form a broadband committee. Use CIRA Internet speed test to verify and demonstrate need when applying for federal funding.

3. Purpose and Scope:

Discussion focused on learning, sharing and collaboration, roles and meeting frequency:

- Value in understanding state of technologies (i.e. satellite); feasibility of technologies in certain areas, and what's affordable.
- Talk about what people are doing in their communities. How to move forward.
- Collaborative framework increases influence for program and policy changes; stronger together.

- UBCM offers logistical/secretariat support, UBCM exec rep may be interested in joining.
- Connected Communities offers to bring experts to the table to present on topics of interest and can provide a SharePoint space for collaboration.
- General agreement to regular meetings, monthly, to start, and begin with training.

4. Next Steps:

- Book next meeting for one month out.
- Circulate TOR based on today's discussion.
- Circulate proposed list of topics/experts for first few meetings.
- Explore Tanex Engineering delivering its Broadband 101 session at next meeting.

Regional Connectivity Knowledge Network

Mon., Nov. 16, 2020, 9:00am – 11:00am

Meeting Notes

Attendees (17):

Participants:	
Maureen LeBourdais, CRD (Chair)	Reiko Tagami, UBCM Staff
Art Kaehn, RDFFG	Rob Gay, RDEK
Lara Beckett, RDFFG	Ganislaglis (Gary Wilson), CFN
Steven Botham, RDFFG	Michael Vegh, CFN
Maggie Hall, RDKS	Sal DeMare SLRD
Michael Riis-Christianson, RDBN	Sherri Madden, TNRD (for Ron Storie)
McCormick, Colleen M CITZ:EX	Wilkins, Jerri CITZ:EX
Guests:	
Mike Thomas, TANEX Engineering	Kerri-Anne Thomas, TANEX Engineering
Bob Duggan, Duggan IT Solutions Ltd.	

1. Introductions:

- Gary Wilson and Michael Vegh, Coastal First Nations, welcomed as new participants.
- Meeting logistics/protocols reviewed.

2. Terms of Reference:

- General agreement on draft.
- Reiko Tagami, UBCM, to provide revised wording to reflect participation to be drawn from local and Indigenous governments.

3. Presentation:

- Mike Thomas, TANEX Engineering, provided an overview of network business components, followed by Q&A.
- Presentation was recorded, to be posted to the collaboration site created for peer-to-peer resources and sharing.

4. Post-Presentation Discussion:

- Fibre to home verses other solutions; cost is a deciding factor.
- Service capacity now verses future need; 50/10 is not enough.
- Roads and electricity have been publicly distributed; connectivity infrastructure was originally an asset built at public expense; how to approach it now.
- SLRD at beginning of assessment existing infrastructure; electricity in some remote areas is also an issue.
- CRTC Proceeding (2020-366) is seeking pole access input by Nov 30,2020. UBCM, RDBN, TNRD, CFN are considering intervening;

potential for a coordinated response. (Current CRTC Proceeding regarding Northwestel service area (CRTC-367) not discussed.)

- Unclear why Province does not direct utility to provide access.
- Municipal World Master Class recommended as informative <https://www.municipalworld.com/events/municipal-broadband-master-class/>
- Place caveats in ISP letters of support, ensure community needs also get met.

5. Next Steps:

1. Facilitate a meeting asap of those interested in a coordinated strategy on the pole access proceeding and include the Federation of Canadian Municipalities (1st Vice President, Garth Frizzell) – Colleen McCormick/Jerri Wilkins.
2. Update TOR and circulate materials (TOR, meeting notes, site access instructions/TANEX presentation video). Maureen LeBourdais/Jerri Wilkins.
3. Overview of Service Delivery Models to be presented at the next meeting. Bob Duggan, Duggan IT Solutions.
4. Book next meeting. Jerri Wilkins.

6. Meeting Adjourned:

10:38 am

Regional Connectivity Knowledge Network

December 9th, 2020

1:00pm-2:30pm

Chair: Maureen LeBourdais (attendees attached)

1. Welcomed Laurey-Ann Rootenberg, First Vice President, UBCM and Chair of UBCM Community Economic Development Committee.
2. Regional District of Bulkley Nechako and Kootenay Region Broadband Committee are intervening in the CRTC proceeding on access to poles.
3. Terms of Reference confirmed and will be posted to the Collaboration Hub. (Email ConnectedComunitiesBC@gov.bc.ca to request access permissions):
4. *Service Delivery Business Models*, Bob Duggan, Duggan IT Solutions, was recorded for sharing via the Collaboration Hub. Key presentation points:
 - A theoretical framework of service delivery models, along a spectrum from no involvement by community in service delivery to heavy involvement in service delivery by the community. All models are variations on these themes.
 - Definitions of components of service delivery provided to help with understanding of how the component parts result in different business models for service delivery.
 - Quick overview of considerations that could influence choice of a model.
 - Models are independent of technology; could be used to deliver fibre, wireless or satellite.
 - The role of the district is different in each model; districts can use the models to explore the implications of different levels of involvement, including owning and providing governance over a district-owned, arms-length service provider/company.
 - Emerging satellite services (i.e. StarLink) does not discount the need to be aware of basic business models (i.e. theoretically, a community could aggregate demand and negotiate an agreement to be the satellite service distributor to households, as a means to reduce individual service costs)
 - Links shared during Chat:
 - StarLink Overview Video
<https://www.youtube.com/watch?v=giQ8xEWjnBs&feature=youtu.be>
 - StarLink in Northern Ontario First Nation:
<https://www.cbc.ca/news/canada/thunder-bay/pikangikum-spacex-starlink-1.5824234>
5. Ideas for January meeting below (Maureen to explore and confirm):
 - Presentation on deadlines/requirements for existing funding programs.

- Roundtable of status of connectivity efforts of each participant and who is applying to what fund.
- A review of learning to date, lessons learned to inform focus moving forward.

6. Meeting adjourned 2:36pm

Meeting Attendees:

Maureen LeBoardais
mark gisborne
Sal DeMare SLRD
Sherri Madden - TNRD
Steven Botham RDFFG
Lara Beckett, RDFFG
Maggie Hall, RDKS
Rob Gaye, RDEK
Nellie Davis, RDBN
Laurey-Anne Roodenburg, UBCM
Bob Long, CityWest
Ron Storie
Michael Riis-Christianson, RDBN
Art Kaehn
Sally Watson
Wilkins, Jerri CITZ:EX
Bob Duggan
McCormick, Colleen M CITZ:EX

Regrets:

Gary Wilson, CFN
Michael Vegh, CFN
Reiko Tagami, UBCM