Wireless Infrastructure Deployment - 5G Ready for 2020 Program

Sept. 18, 2019 | Collaboration Table Meeting Minutes

Document Overview

This document compiles action items discussed during a meeting between City staff and Wireless Service Providers (WSPs) on Wednesday, September 18.

AGENDA:
1. L.Shannon provided an update on the interim software application. WSPs provided comment and feedback.
2. Draft Guidelines for Process Model 1.0 and 2.0 plus introduction were review and discussed between City staff and WSPs.

Attendance

Colin Lavery, Shaw	Barry Moyer, The City of Calgary	David Weisgerber, The City of Calgary
Karen Dolan, TELUS	Cody Greenough, Rogers	Lindsay Shannon, The City of Calgary
Paul Jones, Shaw	James Bailey, The City of Calgary	Shelly Ohama, The City of Calgary
James Burdan, Shaw	David Gray, The City of Calgary	Alvin Nepunan, The City of Calgary

Regrets

Miruna Toma, Shaw	Mikala Hansen, TELUS

Action Items

1. L.Shannon to proceed with the assumption that the WID online mapping solution will be refreshed with updated information every 24-hours. Real-time accuracy is not required.
2. WSPs to confirm if exporting geospatial data GeoJSON format is enough to allow for WSP import of data into their GIS systems.
3. M.Gray will send S.Ohama streetlight pole drawings to circulate to WSPs.
   o Each WSP will send S.Ohama general specifications for small cell on street lights for circulation to M.Gray and other City subject matter experts as required.
4. S.Ohama and colleagues are meeting with the Community Planning Director to discuss siting protocols (e.g. type D exemptions). WSPs to email comments prior to 2019 October 23.
5. M.Gray to follow up on co-location.
6. If not completed already, WSPs will identify privacy and media relations staff members who may assist with distributing information on 5G.
   o C.Lavery will share his notes and key messages from recent meetings.
   o The City and WSPs will continue to collaborate on crafting any common FAQs.
7. WSPs will provide comments on any timeline expectations.

8. K.Dolan will follow-up with additional feedback on the glossary of terms.
9. S.Ohama to work with asset stewards to pull list of data collected (characteristics/attributes) by The City. WSPs will provide comment on data attribute preferences and priorities.
10. S.Ohama will continue to reach out to The University of Calgary.