

December 13/2018: Steering Committee Meeting Notes

Agenda Slide – Scott

Project Status Slide – Scott

Scott – Talked about training and having AutoDesk (AutoCAD) and ESRI (ArcGIS) come up to Sudbury to train both employees of WBAFN and people from the member First Nations. Asked the representatives from the member First Nations to start to think about who they think would be interested in the training.

Gary - Asked to go into detail about the different types of training and courses which will be offered.

Scott - Talked about the different types of training and names of the classes that will be offered and an overview of what they will teach to the trainees. Courses will be available from both AutoDesk/AutoCAD and Esri/ArcGIS.

Randy – Encouraged all of the member First Nations to attend. We are moving into a future where we don't want to continue doing things on paper, want to go digital/electronic. Digital/electronic will be the standard in the future and moving forward.

Randy – Brought up when a consultant does a design for a building it should be standard for them to deliver the digital/electronic versions of their work which they completed.

Scott - Mentioned you need to clarify asking for digital/electronic versions of work as part of the deliverable when creating the contract of work.

Scott – Talked about the orthophotography that was already ordered at the beginning of the project as a part of COOP (Central Ontario Orthophotography Project) which consisted of a large area and all the First Nations north of Parry Sound. WBAFN has also submitted an order for an area of the 2018 SCOOP (South Central Ontario Orthophotography Project) orthophotography for Wasauksing First Nation and a large portion of the area around it.

Scott – Talked about our in-progress work. QA/QC (Quality Assurance/Quality Control) check of data, rolling out the tablets for use, integrating the ACRS data into our GIS, complete submission for 2019/2020 funding, complete training and standards, submission of road centerline to emergency services, and complete our asset inventory on CityWide.

Kane - Talked about Google Maps and their street view tool. Google Maps street view is currently available on Nipissing First Nation and Wahnapiitae First Nation but not on any of the other four member First Nations.

Should do some research to find out what needs to be done to get on Google Maps street view and what permission needs to be given. Also, find out if any of the other four member First Nations have any interest on being on Google Maps street view.

Randy and Scott - Both talked about the CityWide Asset Management software. WBAFN will be responsible for loading and updating the data. Each member First Nation will have access to the CityWide software and the data pertaining to their respective community.

Phase II Project Funding Slide – Scott

Scott - Went into detail on the funding being requested and from who (FedNor, ISC, NOHFC) for Phase II funding for the project. Phase I was the capturing of all of the assets on each member First Nation. Phase II will be the description and going into detail of each asset's condition. Another aspect of Phase II will be examining each member First Nation's financials and comparing it to the cost of repair and replacement of said assets. Funding requests have been submitted and are currently being revised. WBAFN will be seeking funding for the gap between Phase I and II so we won't need to shut down our current operations at the end of Phase I (give two months to vacate the office in Sudbury, lay off contract workers on the project, etc.). Fleet and vehicles will be a part of Phase II, they were not currently tagged during Phase I.

Randy - Talked about KPMG financial statements and how they put values on assets we didn't think of doing (parking lot for example), and how WBAFN put values on assets that they don't currently do. Will want to examine and compare said differences between WBAFN and KPMG.

In Phase II we will need much more time and effort from each of the member First Nations as compared to Phase I. WBAFN has the budget to pay for travel and time contributed by representatives of each member First Nation.

Field Data Collection Tablet Roll-Out Slide – Shane and Delaney

Shane - Did his tablet example on data collection he and Gary performed on each First Nation in the summer and fall.

Scott - Talked about how we can create, edit, and maintain forms for each member First Nation to use. Forms are simple to create. Using the tablet will be very beneficial for updating house data, completing condition assessments, and doing house reports. The tablets do not require to be connected to WIFI in order to work. You just set it up while connected to WIFI, then go and make edits or complete a report, and when you are back connected to WIFI the data is uploaded to the cloud.

Scott - Talked about how the imagery currently on the online maps doesn't match up with our digitized building polygons. This is because we used different and better quality imagery to digitize our building polygons. We are currently working on getting our orthophotography uploaded onto the online maps and onto the tablets.

Vince - Talked about capturing iron bars on parcel boundaries and asked when new parcels are marked off and iron bars placed should they be captured with the GPS unit and tablets to know where they are should brush grow over them and they become hard to find. Yes, this would be a very smart practice.

Delaney - Did her tablet example.

Delaney - Showed ESRI's Collector and Survey123 software.

Randy and Kane - Talked about how we currently use Terraflex to connect the GPS unit to the tablets to capture assets, along with creating tasks to update building data. After our training with ESRI two weeks ago we came to the realization that we can cut out Terraflex to reduce our workflow and costs by better utilizing ESRI's software. If we can connect the GPS unit to the tablets with ESRI, we would be able to completely stop using Terraflex. However, if we are unable to do this, we will continue to use Terraflex to connect the GPS to the tablets to capture new Right of Way and/or building assets. We will then use ESRI to create tasks for updating data and the data will be uploaded to our GIS seamlessly. This will cut out having to download the data from Terraflex's cloud and combine it with our GIS.

Scott and Randy - Talked about how Irvin and the Chiefs of Ontario are wanting more information on buildings on each member First Nation then we are currently capturing. A questionnaire will be created and submitted to each member First Nation to be completed in regard to the information being requested.

Training Strategy Slide – Delaney

Delaney - Talked about the documentation, standards, and videos being created to show someone exactly how we went about creating and doing this project.

Scott - Talked about having a workshop to show how data maintenance will be done. How the work flow is accomplished.

Possible workshop date sometime in January?

Scott - Showed his training video for the creation of roof lines in AutoCAD. This is an example of the types of videos we are creating for training and standards.

Data Quality Slide – Kane

Kane – Talked about the current work being completed as a part of the QA/QC process.

Gary - Talked about how As-Built Engineering Drawings have not been updated from projects done on member First Nations. As a result, we will need to compare what is currently on these drawings to what we captured in the field.

Scott - Showed the new online maps showing only the Band Owned buildings which are missing data/have fields not filled in.

Randy and Scott - Talked about how in Phase I we are capturing what the asset is and that in Phase II we will capture what the condition the asset and its components are in.

Scott - Showed his 3D scan and BIM (Building Information Modeling) of the Wasauksing Water Treatment Plant.

Wrap-up Slide – Scott

Scott – Mentioned that we are going to be getting the boundary of the fire that occurred during the summer. Also, talked about mining data and how it is relevant and of interest to each member First Nation. Talked about the emergency center located near Parry Sound.

Next Steering Committee Meeting Thursday, January 31/2018

Will lay out what we are going to deliver in the first weeks of March. Also, want to roll out the hand helds and the training associated with it during this meeting. Want to know before this date how many and who will be taking part in the AutoDesk and ESRI training here in Sudbury.

Last week of February or first week of March tentatively to get out to the First Nations
First Nation member roll-out/wrap up. Show maintenance procedures, data, standards.

Patrick – Asked when he could get onto CityWide and see the data. We need to finish the QA/QC of the data before we make the data available to each member First Nation.