**12-14 September 2017**

**NPA 506 Relief Planning Committee Meeting**

**Fredericton, NB**

**Hosted by CNA**

**Participants:** David Comrie – Leidos Canada (CNA)

Glen Brown – Leidos Canada (CNA)

Suresh Khare – Leidos Canada (CNA)

Natalie Lessard – Leidos Canada (CNA)

Daniel Morrison – Bell Canada/Aliant

**Conference Bridge:** Fiona Clegg – Leidos Canada (CNA)

Olena Bilozerska – TELUS

Gerry Thompson – Rogers Communications

Kim Brown – Bragg/Eastlink

Leslie Miklos – Fairpoint Communications (morning only)

Bill Barsley – TELUS

**Welcome:**

Glen Brown welcomed the attendees and each of the participants introduced themselves. It was asked whether there were any administrative items that needed to be discussed before getting to the substance of the meeting. The response was negative.

David Comrie reviewed the logistics of the meeting.

Glen Brown noted the presentation was updated 11 September 2017 to include additional information based on the latest NPA 506 R-NRUF results which were released ahead of schedule, as approved by CRTC staff on September 8, 2017.

Glen Brown noted that for CSCN meetings, due to the conference bridge, the CSCN tries to stick to the agenda for major items unless requested otherwise due to the possibility of people calling in for specific items. Should the RPC do the same thing with this meeting? Or can the CNA modify the agenda as appropriate based on progress. Also, what constitutes a quorum?

**Agenda**

It was noted that an agenda for this week's meetings had been posted on the CNA website on 15 August 2017. The following summarizes the agenda for the next three days:

**Day One**

9:00 Registration

9:15 Welcome and introductions

9:20 Approval of agenda

9:30 CNA review of Industry Guidelines

9:45 CNA role in the NPA Relief Planning Process

10:00 CRTC staff comments on the NPA Relief Planning / Telecom Notice of Consultation CRTC 2016‑206

10:15 Break

10:30 Review of the NPA 506 Initial Planning Document

12:00 Lunch

13:00 Continued review of the NPA 506 Initial Planning Document

14:30 Break

15:00 Review of Relief Implementation Schedule

16:30 Adjourn

**Day Two**

9:00 Welcome and introductions

9:15 Review of contributions/round-table discussion of issues and alternatives

10:15 Break

10:30 Integration of contributions into Planning Document

12:00 Lunch

13:00 Integration of contributions into Planning Document

14:30 Break

15:00 Review of contributions

16:30 Adjourn

**Day Three**

9:00 Welcome and introductions

9:15 Develop Relief Implementation Plan based on contributions

10:15 Break

10:30 Develop Relief Implementation Plan based on contributions

12:00 Lunch

13:00 Develop Relief Implementation Plan based on contributions

14:30 Break

15:00 Next Steps

16:30 Adjourn

There are no proposed changes to the agenda.

**DAY ONE – 12 September 2017**

**CNA review of Industry Guidelines**

The CNA reviewed the industry guidelines.

**CNA role in the NPA Relief Planning Process**

The CNA reviewed the role of the CNA in the Relief Planning process.

David Comrie asked how the alarm companies are notified of the relief planning. Glen Brown noted that there are 3 members of an alarm company association that are added to all RPC distribution lists.

Dan Morrison asked about the requirement that a relief plan cover at least the next 8 years beyond the relief date. It was noted that it was so that a new Relief Planning process was not required immediately following the implementation of the new one.

Glen Brown noted to the participants that the plan is to keep a flexible agenda for this meeting in order to go through things more quickly when possible. The participants agreed with that approach.

**Telecom Notice of Consultation CRTC 2016‑206**

The participants reviewed the Notice of Consultation.

Glen Brown noted that the Commission released Telecom Notice of Consultation CRTC 2016-206, *Establishment of a CISC ad hoc committee for relief planning for area code 506 in New Brunswick*, on 31 May 2016. In that Notice of Consultation the Commission announced the establishment of a CRTC Interconnection Steering Committee ad hoc Relief Planning Committee (RPC) to examine options and make recommendations for providing relief to area code 506 in New Brunswick. The Commission also invited the public and telecommunications service providers to participate in the activities of the RPC.

**Review of the NPA 506 Initial Planning Document**

The participants decided to accelerate the review of the IPD.

On 31 August 2017, Bell Canada submitted a contribution that included 4 documents to be posted on the CNA website:

* Draft NPA 506 Planning Document
* Draft NPA 506 Relief Implementation Plan
* Draft NPA 506 Relief Implementation Schedule
* Draft NPA 506 Comparative Assessment of Relief Options

Agreement was reached to use the 31 August 2017 Bell Canada contribution as a baseline document for the development of the NPA 506 Planning Document.

**Integration of contributions into Planning Document**

Glen Brown noted that going forward the Bell Canada Planning Document will be modified as an RPC document as opposed to a CNA or Bell Canada document.

Dan Morrison noted that the average actual annual forecast growth has increased from 21 to 26 CO Codes per year but the PED has moved out. Glen Brown noted that this is because the number of companies that are establishing an initial footprint has gone down and those codes were excluded for calculating growth so the rate of growth request has increased.

The group got to the end of Section 7 in the Planning Document and will continue on Day Two with Section 8.

**DAY TWO – 13 September 2017**

**Participants:** David Comrie – Leidos Canada (CNA)

Glen Brown – Leidos Canada (CNA)

Suresh Khare – Leidos Canada (CNA)

Natalie Lessard – Leidos Canada (CNA)

Daniel Morrison – Bell Canada/Aliant

**Conference Bridge:** Fiona Clegg – Leidos Canada (CNA)

Olena Bilozerska – TELUS

Gerry Thompson – Rogers Communications

Kim Brown – Bragg/Eastlink

Glen Brown noted that the figures and references to the figures in the Planning Document have been updated to include the July 2017 R-NRUF data since yesterday.

The RPC continued to draft a Planning Document starting at Section 8.

The RPC decided to review Section 11 of the Planning Document after the rest of the Planning Document has been reviewed.

Action Item: the CNA will provide an updated CNA CO Code inventory chart and Distribution List for the Planning Document to the RPC Secretary as of the date of the Planning Document.

Glen Brown asked the company representatives if there were any concerns about recommending NPA 428 as the relief NPA for NPA 506. There were no objections.

Agreement was reached to relieve NPA 506 using NPA 428 with a distributed overlay method.

Agreement was reached to schedule an NPA 506 RPC conference call for 21 November 2017 from 13:00 to 15:00 Eastern.

Action Item: The RPC Secretary will send out a meeting invite once the PD and RIP have been posted for review for an NPA 506 RPC Conference Call to discuss the draft Planning Document and Relief Implementation Plan on 21 November 2017 from 13:00 to 15:00 Eastern.

**DAY THREE – 14 September 2017**

**Welcome and introductions**

**Participants:** David Comrie – Leidos Canada (CNA)

Glen Brown – Leidos Canada (CNA)

Suresh Khare – Leidos Canada (CNA)

Natalie Lessard – Leidos Canada (CNA)

Daniel Morrison – Bell Canada/Aliant

**Conference Bridge:** Fiona Clegg – Leidos Canada (CNA)

Olena Bilozerska – TELUS

Gerry Thompson – Rogers Communications

Kim Brown – Bragg/Eastlink

Glen Brown welcomed the attendees and reviewed the plan for the day.

Agreement was reached to accept 29 April 2023 as the Relief Implementation Date for NPA 506.

Action Item: The RPC Secretary will include an updated distribution list prior to posting the draft Planning Document **(Completed 20 September 2017)**.

Agreement was reached to use the July 2017 NPA 506 R-NRUF results when drafting the NPA 506 Planning Document and Relief Implementation Schedule.

Agreement was reached to use the 31 August 2017 Bell Canada contribution as a baseline document for the development of the NPA 506 Relief Implementation Plan.

Action Item: The RPC Secretary will send out an email to the NPA 506 distribution list asking companies to identify representatives for the NITF and CATF and notify them of the obligation to provide a representative and the requirement to submit progress reports to either the task force chairs or CRTC staff **(Completed 20 September 2017)**.

Dan Morrison volunteered to serve as Chair for the NITF.

Glen Brown noted that based on past practices it is assumed that there will be a Telecommunication Alliance for the CATF.

Action Item: RPC Secretary will search the document to attempt to make sure “dialling” and “dialled” or other conjugations are spelt with 2 “L”s **(Completed 20 September 2017)**.

Action Item: RPC Secretary will send an email to the Carriers that currently have resources in NPA 506 asking if they want an NPA relief test code **(Completed 19 September 2017)**.

Glen Brown reviewed the action items and agreements reached and thanked the participants for attending.

**Summary of Agreements Reached**

1. Agreement was reached to use the 31 August 2017 Bell Canada contribution as a baseline document for the development of the NPA 506 Planning Document.
2. Agreement was reached to relieve NPA 506 using NPA 428 with a distributed overlay method.
3. Agreement was reached to schedule an NPA 506 RPC conference call for 21 November 2017 from 13:00 to 15:00 Eastern.
4. Agreement was reached to accept 29 April 2023 as the Relief Implementation Date for NPA 506.
5. Agreement was reached to use the July 2017 NPA 506 R-NRUF results when drafting the NPA 506 Planning Document and Relief Implementation Schedule.

**Summary of Action Items**

1. The CNA will provide an updated CNA CO Code inventory chart and Distribution List for the Planning Document to the RPC Secretary as of the date of the Planning Document **(Completed 20 September 2017)**.
2. The RPC Secretary will send out a meeting invite once the PD and RIP have been posted for review for an NPA 506 RPC Conference Call to discuss the draft Planning Document and Relief Implementation Plan on 21 November 2017 from 13:00 to 15:00 Eastern **(Completed 20 September 2017)**.
3. The RPC Secretary will include an updated distribution list prior to posting the draft Planning Document **(Completed 20 September 2017)**.
4. The RPC Secretary will send out an email to the NPA 506 distribution list asking companies to identify representatives for the NITF and CATF and notify them of the obligation to provide a representative and the requirement to submit progress reports to either the task force chairs or CRTC staff **(Completed 20 September 2017)**.
5. The RPC Secretary will search the document to attempt to make sure “dialling” and “dialled” or other conjugations are spelt with 2 “L”s **(Completed 20 September 2017)**.
6. The RPC Secretary will send an email to the Carriers that currently have resources in NPA 506 asking if they want an NPA relief test code **(Completed 19 September 2017)**.