



## Practical information for the Meeting of ITU-T Study Group 15 in Montreal, Canada: 1 – 12 July 2024

### 1 Introduction

This document provides information on the meeting and guidance to the delegates for their stay in Montreal, Quebec, Canada.

### 2 Meeting Venue

**Venue:** Le Centre Sheraton Montreal Hotel

**Address:** 1201 René-Lévesque Blvd W, Montreal, Quebec H3B 2L7 Canada

**Phone:** +1 (514) 878-2000

### 3 Hotel Information

**3.1 Hotel:** Le Centre Sheraton Montreal Hotel

**Address:** 1201 René-Lévesque Blvd W, Montreal, Quebec H3B 2L7 Canada

**Phone:** +1 (514) 878-2000

[Reservation Link](#)

#### 3.2 Rates & Policies:

**Hotel Room Group Rate: \$CAD 285.00 per standard single/double room night**

The Group Rate covers all guest sleeping room costs, including internet access and service fees, but is exclusive of applicable sales/room tax, currently 3.5% (lodging tax), 5% (GST) and 9.975% (PST).

#### **Booking Policy (Credit Card Guarantee):**

Bookings need to be guaranteed by a valid credit card. The credit card will not be charged in advance of arrival, payment is due upon arrival at the hotel by the guest. Only in case of applying a cancellation within 7 days of arrival and/or No Show charges, the advised credit card will be charged by the hotel.

#### **Cancellation Policy:**

Cancellation Deadline: 7 Days Before Arrival Date

Hotel room reservations can be cancelled without penalty until 7 Days before the booked arrival date. Within 7 Days, a cancellation fee of the first night's room rate plus applicable sales tax will apply.

**Cancellations must be made by telephone at 1-800-325-3535**



### **No-Show Policy:**

In case of no show, the fee of the first night's room rate plus applicable sales tax will apply.

Should you require any assistance or further information with regards to your hotel booking, please contact Stephanie Williams at Face To Face Events (ITU-T-SG15 Meeting Planner) [stephanie@facetoface-events.com](mailto:stephanie@facetoface-events.com).

## **4 Meeting Rooms and Floor Plans**

The ITU Secretariat Office is still to be confirmed at the Le Centre Sheraton Montreal. The SG15 management team office is still to be confirmed at the Le Centre Sheraton Montreal.

In case delegates require a meeting room, they can request it by sending the number of participants and the day and time expected, to the SG15 Secretariat at [tsbgs15@itu.int](mailto:tsbgs15@itu.int). If the space is available, they will be notified in the same way, otherwise, they will receive a proposal for an available time. Detailed floor plans of the meeting venue have been provided in Appendix 1.

## **5 Registration**

Participants will need to have their badge to access the meeting venue. Badges will be issued only to individuals who have successfully registered through the [Study Group 15 homepage](#) and have been accredited by their designated focal point.

Badge pickup for ITU-T SG 15 starts on Monday 1 July 2024 0830.

## **6 Access to the meeting venue**

### **6.1 Flights to Montreal Airport**

Montreal-Trudeau International Airport (YUL) is located approximately 17 kilometers (10.56 miles) from the city center. For more information on services available at the airport, please see the following website: <https://www.admtl.com/en/guide>

### **6.2 How to get to Montreal's International Airport:**

**Car:** You can drive to the airport from the city center by taking Highway 20 West. Follow the signs directing you to Montréal-Trudeau Airport. The drive typically takes around 20-30 minutes, depending on traffic conditions. Be aware that traffic congestion can occur during peak travel times.

**Bus:** The Société de transport de Montréal (STM) operates the 747 Express Bus line, which provides service between downtown Montréal and the airport. The 747 bus runs 24/7, departing approximately every 10-15 minutes during peak hours and every 30



minutes during off-peak times. The journey takes around 45-60 minutes, depending on traffic conditions. You can catch the 747 bus at various downtown locations, including Berri-UQAM metro station, McGill metro station, and Central Station. The fare can be paid with cash or using a transit pass. For more details, please refer to Appendix 2.

**Taxi or Ride-sharing Services:** Taxis and ride-sharing services like Uber and Lyft are readily available in Montréal. You can hail a taxi or request a ride through the app to take you directly to the airport. The journey time and cost will vary depending on traffic conditions and your starting point in the city center.

Note: For international flights out of Montreal, it is advised to reach the airport at least 3 hours before your scheduled departure time.

### 6.3 Transportation within Montreal

Montreal is a well-connected city with numerous options to get around. Delegates can choose to use popular ride share services (such as Uber/ Lyft), public transit or commercial taxis to travel between locations around the city. Bonaventure Metro Station is the closest to the hotel. The Stanley / Sainte-Catherine & René-Lévesque / Drummond Bus Station is the closest to the hotel.

#### [Public Transportation Information](#)

- a. [The Metro](#)
- b. [Bus Schedule](#)
- c. [Fares](#)
- d. [OPUS Card](#)

## 7 General Information about Montreal

### 1) Visiting Montreal

Montreal, Quebec, Canada is a city that loves to welcome visitors from all over the world. [Click here](#) to start planning your time in Montreal.

- a. [Things to do in Montreal](#)
- b. [FAQ Montreal](#)

### 2) Sales Tax is added to the final bill

- a. Sales Tax (GST and QST) is not included in the displayed price in Canada and varies based on the type of product. It is added to your final bill and is generally 10% to 15%.

### 3) Tipping for Service

- a. Although voluntary, tipping for services is customary especially at restaurants and bars in Canada. Customers typically tip 15% for services received. For quick tip calculations, you can normally add up both taxes (GST and QST) on the restaurant bill, which totals to approximately 15%.



4) Canada Day is on 01 July, 2024.



Canada Day, celebrated on July 1<sup>st</sup>, marks the anniversary of the Constitution Act of 1867, which united the three separate colonies of the Province of Canada, Nova Scotia, and New Brunswick into a single Dominion within the British Empire, known as Canada.

It's a day of immense national pride and festivity across the country, marked by parades, fireworks, concerts, barbecues, and various cultural events. Canadians come together to honor their country's rich history, diverse culture, and shared values of inclusivity, freedom, and unity. It's a time for reflection on Canada's achievements and contributions to the world while also looking forward to a future of continued growth and progress.

For more information of how Canada day will be celebrated in Montreal this year, please see the following links below:

- a. [Canada Day Parade](#)
- b. [Canada Day Montreal Events](#)

### 7.1 Montreal Quebec, Canada

Montreal, Quebec, Canada is a city that loves to welcome visitors from all over the world. [Click here](#) to start planning your time in Montreal. Further details on accessing an interactive map for the city of Montreal has been provided in Appendix 3.



## 7.2 Health Insurance

In the event of any illness or injury, delegates shall be liable for any expenses incurred when resorting to Canadian medical facilities. They must therefore consider the purchase of travel insurance before leaving for Canada and ensure they have a suitable level of coverage during their stay in the country.

## 7.3 Useful addresses

Please check out the link below for the available embassies and consulates in Montreal, Quebec, Canada. <https://www.consulate-montreal.com/index.php>

## 7.4 Climate

During the day the weather in Montreal, Quebec, Canada is typically around 80F or 27C. At night the weather can drop to 64F or 18C. The current weather report can be found here: [https://weather.gc.ca/city/pages/qc-147\\_metric\\_e.html](https://weather.gc.ca/city/pages/qc-147_metric_e.html)

## 7.5 Electricity and Voltage

In Montreal, Quebec, Canada the supply voltage is 120V. If the appliance or its power supply are not dual voltage rated, the single voltage appliance will have to be used alongside a voltage transformer or converter to allow the appliance to work safely and properly (unless the appliance operates at 120V). For your convenience, please bring a multi-voltage travel adapter.



## 7.6 Language

The official language of Montreal, Quebec, Canada is French. English is also widely spoken and understood in Montreal, especially in business and tourist areas.

## 7.7 Time Zone

Montreal, Quebec, Canada is in the Eastern Time Zone (EST), which is UTC-4 during Standard Time. This time zone is shared with other cities in the Eastern part of North America, such as New York City, Toronto, and Miami.

## 7.8 Banks and Currency

The currency used in Montreal and throughout Canada is the Canadian Dollar (CAD). Some of the major banks include:

- a. Royal Bank of Canada (RBC)
- b. Toronto-Dominion Bank (TD Bank)
- c. Bank of Montreal (BMO)
- d. Canadian Imperial Bank of Commerce (CIBC)
- e. Bank of Nova Scotia (ScotiaBank)



## 7.9 Mobile SIM/ESIM for Canada

- a. **Bell / Public Mobile SIM Card:** Those arriving on Air Canada from outside North America can receive one month of free mobile service in Canada. Other plans available from \$20/month  
<https://www.aircanada.com/ca/en/aco/home/fly/onboard/sim-card.html#/>
- b. **Rogers / Chatr / Fido SIM Card:** After international arrivals at Trudeau airport, there are several kiosks available for visitor mobile plans from \$15/month
- c. **Airalo eSIM:** Offers data only eSIM for Canada from \$5/week  
<https://www.airalo.com/>

## 7.10 Helpful Numbers and Contact Persons

### 7.10.1 Meeting's Lead Sponsor

**Ericsson Canada**

Glenn Parsons

Tel: +1 (613)-963-8161

Email: [glenn.parsons@ericsson.com](mailto:glenn.parsons@ericsson.com)

### 7.10.2 Meeting Organizer

**Face To Face Events Inc**

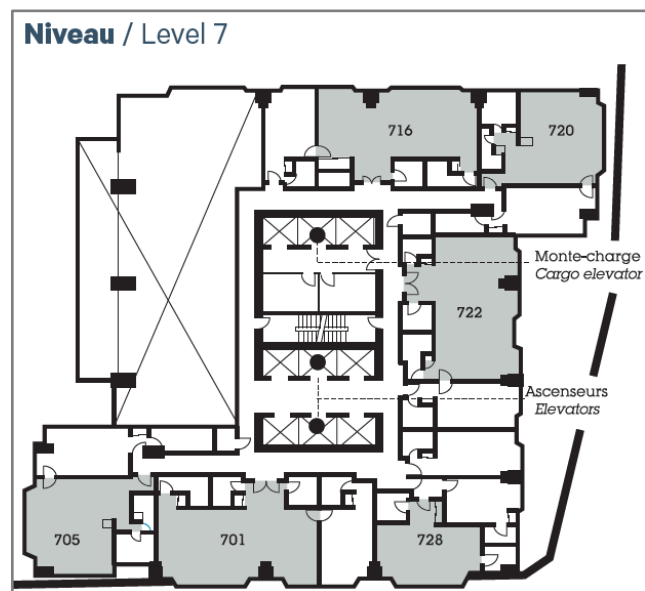
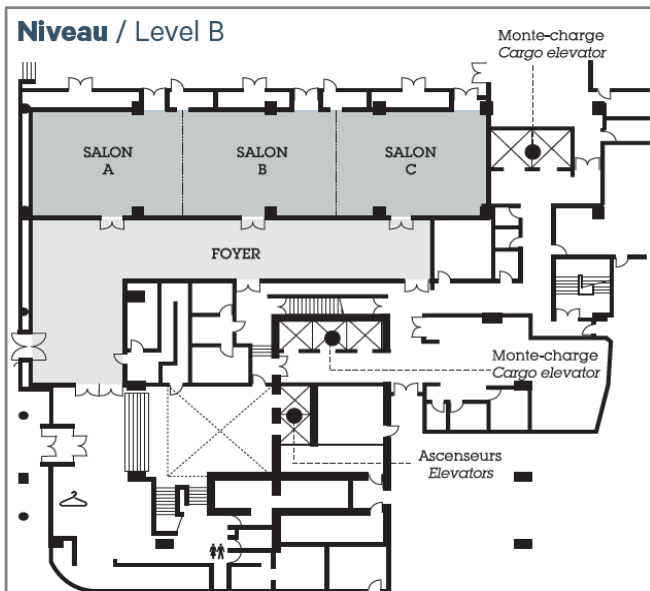
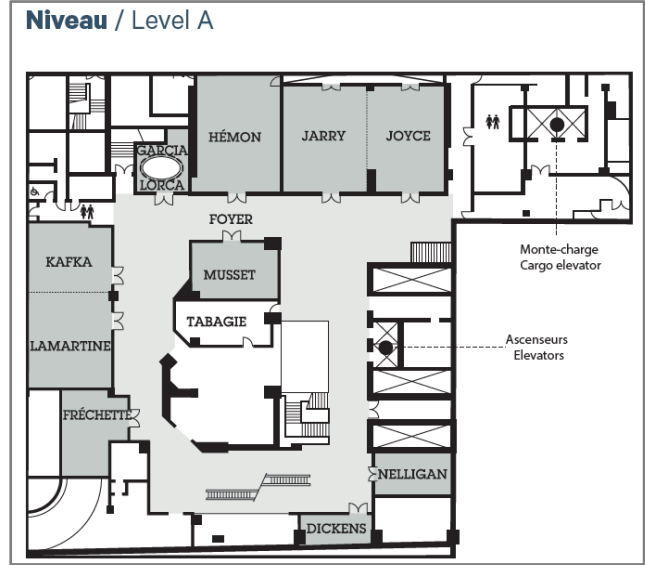
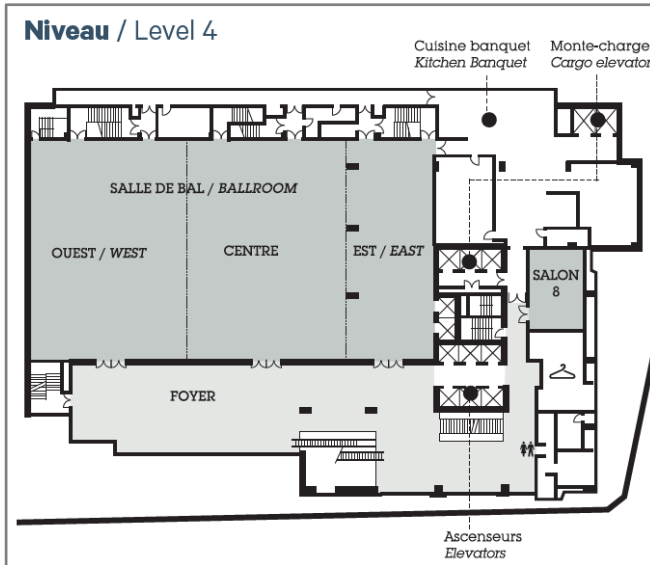
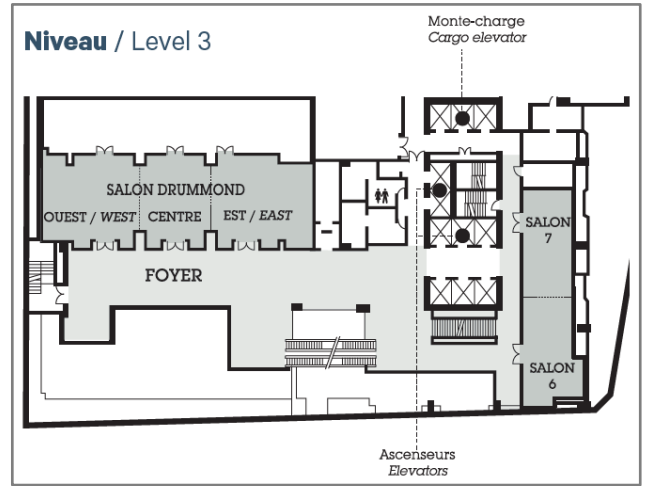
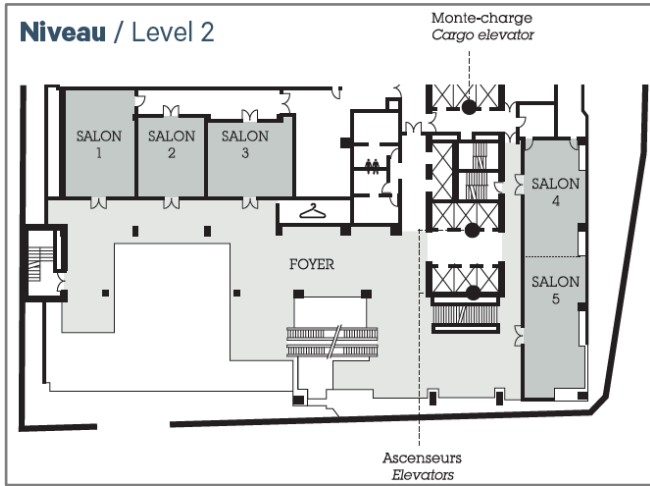
Dawn Slykhouse

Tel: +1 (949) 514-8004

Email: [dawns@facetoface-events.com](mailto:dawns@facetoface-events.com)



## Appendix 1 – Floor plans of the Venue



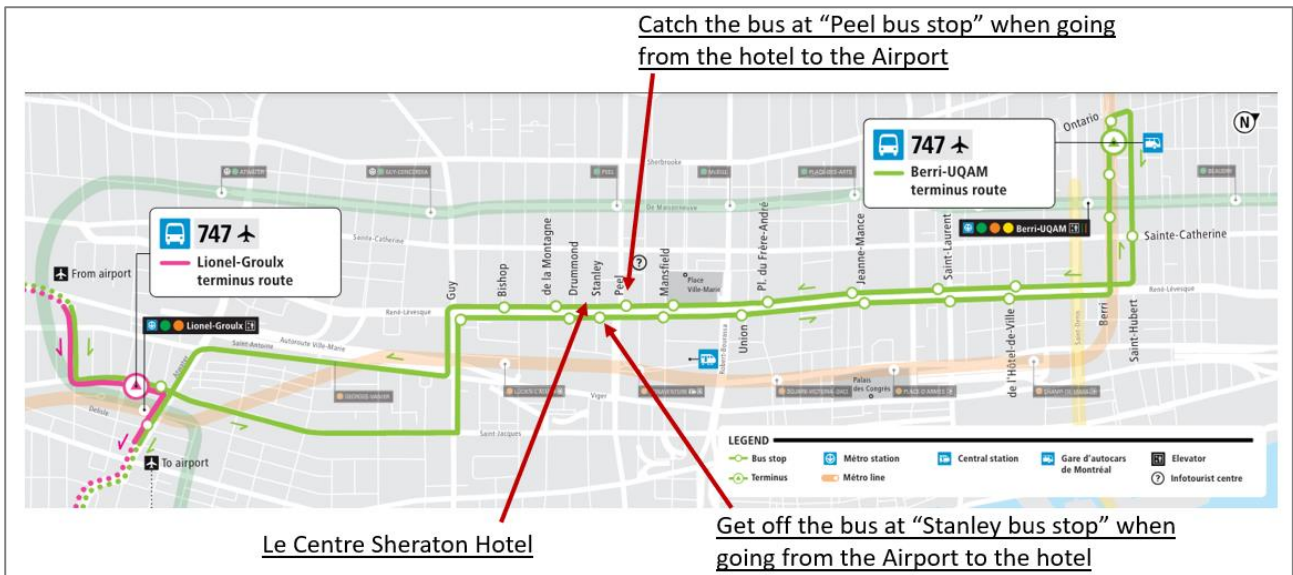




## Appendix 2 – Bus between Sheraton Hotel and YUL Airport

The easiest way to travel between the Airport and the Sheraton Hotel using public transportation will be to catch the 747 Express bus. More information can be found at the link provided [here](#).

To catch the eastbound 747 bus, proceed to the bus stop located near the exit at door 28. The bus route has been provided in the image below.



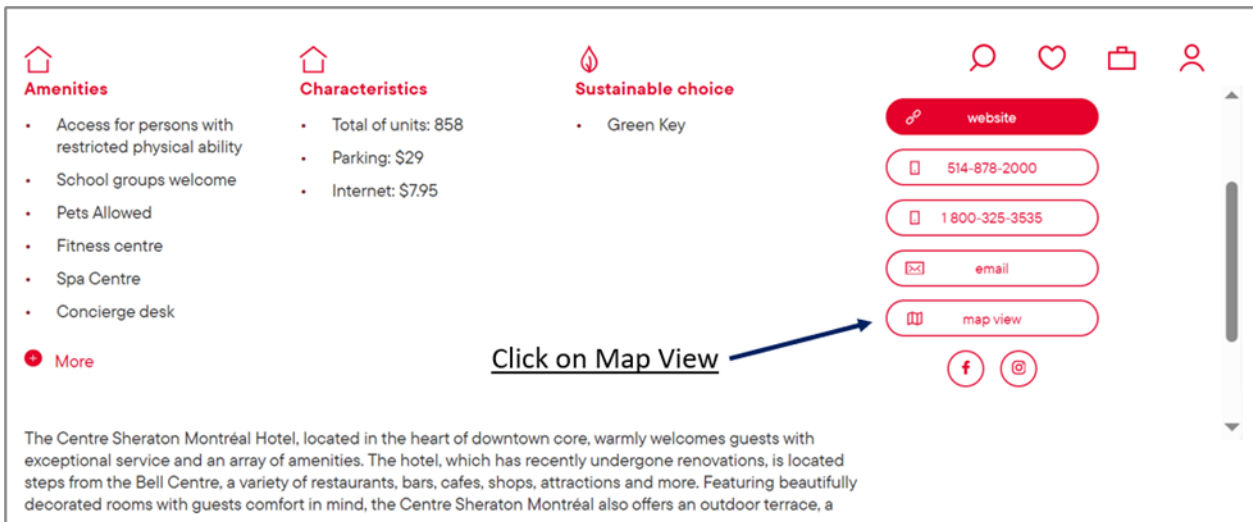
Eastbound: (Airport to Sheraton – 6 Stops)		Westbound: (Sheraton to Airport – 5 Stops)	
★	YUL AÉROPORT MONTRÉAL-TRUDEAU (60997)	★	RENÉ-LÉVESQUE / PEEL (52483)
	204 209 356 378 460		15 107 150 350 355 358 364 410 420 427 430 445 465 480 715
	STATION LIONEL-GROUX (61332)		RENÉ-LÉVESQUE / DE LA MONTAGNE (52416)
	71 78 108 191 211 350 371 405 411 425 485 491 496		15 107 150 350 355 358 364 410 420 427 430 465 480
	GUY / RENÉ-LÉVESQUE (52326)		RENÉ-LÉVESQUE / BISHOP (52373)
	57 66 150 165 166 350 355 358 364 369 410 420 427 430 465 480		57 66 150 165 166 350 355 358 364 369 410 420 427 430 465 480
	RENÉ-LÉVESQUE / BISHOP (52374)		STATION LIONEL-GROUX (61334)
	36 57 66 150 165 166 350 355 358 364 369 410 420 427 430 465 480		35 36 71 78 108 191 211 350 371 405 411 425 485 491 496
	RENÉ-LÉVESQUE / DRUMMOND (52437)		★
	107 150 350 355 358 364 410 420 427 430 465 480 715		YUL AÉROPORT MONTRÉAL-TRUDEAU (61261)
	RENÉ-LÉVESQUE / STANLEY (61807)		204 209 356 378 460
	107 150 350 355 358 364 410 420 427 430 445 465 480 715		





## Appendix 3 – Interactive map of places to visit in Montreal

For an interactive map of places to see around Montreal, you can visit the link provided [here](#). Scroll down the webpage and click on map view (on the right) as seen in the image below:



The interactive map will allow you to search for different attractions near you location. See image below:

