

## Municipal Innovation Council

### Minutes

#### Electronic Meeting

May 17, 2022 2:30 p.m.

**Members:**

Kara Van Myall, CAO, Municipality of Saugeen Shores, Chair	Present
Mary Rose Walden, CAO, Township of Huron-Kinloss	Present
Sonya Watson, CAO Municipality of Brockton	Present
Roxanna Baumann, Acting CAO/Director of Corporate Services, Kincardine	Absent
Leanne Martin, CAO/Clerk Municipality of South Bruce	Present
Sylvia Kirkwood, CAO Municipality of Arran-Elderslie	Absent
Peggy Van Mierlo-West, CAO Municipality of Northern Bruce Peninsula	Present
Matthew Meade, Strategic Initiatives Specialist at Bruce County	Present

**Staff/ Other:**

Becky Smith, Director for the Centre for Municipal Innovation (non-voting)	Present
Emily Dance, Clerk Huron-Kinloss (non-voting)	Present
Sarah Johnson, Deputy Clerk Brockton, Recording Secretary (non-voting)	Present
Bruce Wallace, President & CEO, Nuclear Innovation Institute (non-voting)	Absent
Stellina Williams, Executive Director, Nuclear Innovation Institute (non-voting)	Absent
Michelle Goetz, Manager of Strategic Initiatives Township of Huron-Kinloss (non-voting)	Present
Lorie Fioze, Manager Strategic Initiatives Municipality of Kincardine (non-voting)	Present

### 1. Call to Order

The Chair called the meeting to order at 2:30 p.m.

### 2. Additions or Amendments to the Agenda

The MIC amended the agenda to include the appointment of the new secretary following the adoption of the previous meeting's minutes.

### 3. Adoption of Minutes

Motion: MIC 2022-12

Moved by: Sonya Watson

Seconded by: Mary Rose Walden

THAT the MIC hereby adopts the March 17, 2022, Municipal Innovation Council Meeting Minutes as presented.

Carried

### 4. Appoint New Secretary

Motion: MIC 2022-13

Moved by: Mary Rose Walden

Seconded by: Sonya Watson

THAT the MIC hereby appoints the Municipality of Brockton's Deputy Clerk, Sarah Johnson, as the new Secretary for the Municipal Innovation Council.

## Carried

The MIC thanked Emily Dance for her support and secretarial services over the past 2.5 years.

## **5. Delegations**

Lorie Fioze, Manager Strategic Initiatives, Municipality of Kincardine provided an overview of the IDEA (Inclusion, Diversity, Equity and Access) strategy in the Municipality of Kincardine, including highlights and progress to date.

Leanne Martin, Municipality of South Bruce CAO/Clerk joined the meeting at 2:34 p.m.

Lorie Fioze summarized the creation of the IDEA strategy, and committee structure, noting the goal to provide advice to staff on the development of the IDEA strategy. The committee will further assist in identifying barriers, reviewing policies and programs, raising awareness, and providing training and conversations which recognize and celebrate opportunities for growth and inclusion.

Lorie informed the MIC on the phases conducted so far. Phase 1 focused on identifying community partners, staff, stakeholders, and scanning practices of neighbouring municipalities in order to develop a profile and better understand the community. Phase 2 focused on training Council, staff, committees, and the community to create awareness, and inspire change and action. Training will also be provided to community partners, citizens, and students. Public input was gathered from over 581 participants through various formats, including surveys, online forums, focus groups, and public event outreach. Phase 3 identified strategic objectives, timelines and action items. A draft plan is being prepared including input from the committee and community which will be presented to Kincardine Council in June 2022. Lorie summarized the four focus areas: Educate, Serve, Engage, and Reconciliation, and explained the criteria involved in identifying actions, responsibilities, and the timeline of goals. Phase 4 will measure the plan's progress, including reports and adaptations of actions based on current context and learning.

Lorie reviewed the progress to date, and summarized that the plan will be a living document to assist in including people experiencing barriers and inequities, understand the types of individuals who are currently not engaging, and develop a strategy for better inclusion. The IDEA strategy and additional information is available on the Municipality of Kincardine's website.

The MIC thanked Lorie for their presentation, and provided their comments on the initiative.

Sonya Watson, Municipality of Brockton CAO inquired about the Mohawk Virtual Tour. Lorie responded to an inquiry on the virtual tour of the Mohawk residential school, noting the impactful knowledge provided.

The Chair suggested that the report could be shared with the MIC as many of the feedback gathered would be impactful across the region as municipalities often share processes and would face similar barriers.

## 6. Updates from Chair

The Chair reviewed the background report, noting that the 3-year MIC pilot is scheduled to conclude December 31, 2022, and facilitated a discussion on the possible extension of the MIC, including next steps.

A breakfast is scheduled for June 23<sup>rd</sup> which provides an opportunity to highlight the value of the MIC with Councils and Senior Management Teams. Following the breakfast, MIC representatives can present a report to their Councils asking for an extension of the MIC and secure funding for the 2023 budget.

The Chair noted the success the MIC has had in leveraging partnership opportunities and funding, and momentum created over the past three years.

The MIC suggested reaching out to South Bruce Peninsula before the breakfast and agreed to proceed with an extension. The MIC discussed when to present the report to each municipal Council following the breakfast on June 23<sup>rd</sup>.

The MIC discussed the current cost allocations for MIC participation, and whether or not to update the amounts based on the new census.

The MIC agreed to present the report to their Councils for the first meeting in July. The Director will include additional information regarding value for money and the various projects completed for June 23<sup>rd</sup>.

### Decision Item: MIC 2023 Continuation Discussion

Attachments:

- Appendix A: Local Municipal staff report
- Appendix B: MIC Budget

Motion: MIC 2022-14

Moved by: Sonya Watson

Seconded by: Leanne Martin

That the MIC hereby receives Report No. 2022-23 prepared by Kara Van Myall, Chair, Municipal Innovation Council AND FURTHER that the MIC authorizes the Director, Municipal Innovation to advance the approach as outlined.

Carried

## **7. Director Report-In**

### **7a. Information item: Report in: 2022 MIC Workplan**

The Director reviewed the report, advising that a discussion occurred with Bruce Power regarding waste management of non-nuclear waste through the MCR project. A meeting was held a week ago to revisit opportunities included in the Dillon report. Amanda Froze Bruce County is using their Master Plan as recommended in the Dillon report. The Director noted that if the MIC were extended that would benefit this project.

### **7b. Information item: Report In: Joint IT Roadmap**

The Director advised that a kick-off meeting of the Joint IT Steering Committee was held on May 16, 2022 including representatives from each Municipality. Information on vendor record pricing for hardware was shared with the Committee, including an agreement to sign. The Director will distribute pricing and sale representative contact information.

The final report was shared with South Bruce Peninsula; however, they have not yet participated in the project. Draft minutes, including the purpose and role of the Joint IT Committee were also shared. The Committee will meet quarterly.

### **7c. Information item: Mental Health in the Workplace training**

The Director noted that 100 people attended the first training session with Jim Moss and provided good feedback on the Mental Health in the Workplace session. Jim is returning on June 10<sup>th</sup> for an additional training session on Balancing Community Needs with Workload in Port Elgin. The invitation has been shared with MIC municipalities.

### **7d. Information item: Smart Beach Project**

The Director reported that the Smart Beach Project Launch Media Release was circulated to media May 18<sup>th</sup> for the event occurring on May 25, 2022 at Station Beach in Kincardine. The Municipality of Kincardine held a roundtable session in April with Dr. Houser and have connected with EMS, Conservation Authorities, and the surfing community to identify specific community needs. Information was collected at the beach, including monitoring wave and water patterns as well as spatial distribution of people at the beach.

### **7e. Information item: Mapping the Future – MIC's Mapping Project**

The mapping project is complete, and digital elevation models were shared with Conservation Areas to assist in their risk assessments for watershed damage centres. Data sharing agreements could be shared with lower tier municipalities

but must comply with the contractor's requirements. The Director will distribute data sharing agreements with MIC municipalities. Bruce County's GIS Technician, Justin Kraemer is leading the integration of data at the end of May. The project has gained interest from BeSpatial 2022 conference. A News Release will be issued in June, and be incorporated in the 2<sup>nd</sup> Quarter Newsletter.

The mapping project displays building footprints which is valuable for saving staff time and associated costs for municipalities. The project also assists Conservation Authorities in their regulation mapping and watershed report cards.

The MIC noted that the practical solutions provided by this project would be a valuable inclusion in the future reports and presentations to Councils.

### **7g. Information item: MIC Breakfast**

The invitation to the MIC Breakfast at the Best Western in Walkerton on June 23<sup>rd</sup> has been shared. The agenda is being finalizing and Stellina Williams has confirmed that Bruce Power will contribute as a full sponsor for the breakfast.

The Director will send a reminder if additional registrations and advertisement is required.

Motion: MIC 2022-15

Moved by: Sonya Watson

Seconded by: Peggy Van Mierlo-West

THAT the MIC hereby receives for information reports 2022-17, 2022-18, 2022-19, 2022-20, 2022-21, 2022-22.

Carried

Leanne Martin, Municipality of South Bruce CAO left the meeting at 3:39 p.m.

### **8. Member Updates and Open Discussion**

Municipality of Brockton - Sonya Watson, CAO informed the MIC that Brockton is working on Phase 1 and 2 of the East Ridge Business Park, noting that lots are selling quickly, as well as managing several large projects, and the municipal election.

Township of Huron-Kinloss - Mary Rose Walden, CAO reported that the Lucknow Water Tower is being replaced through grant funding, a Women in Carpentry event is being held, the museum by the lighthouse is being updated through sponsorships and fundraising, an addition is being constructed at the Ripley Arena, the Parks and Recreation Master Plan is being developed, and reviews are being conducted for Fire Services and Public Works, a Corporate Community Engagement Strategy is being

developed, and the Township is participating in a digital modernization project and town suite enterprise system.

The MIC discussed staffing issues for summer students.

The Chair informed the MIC that Mark Paoli will be joining their staff as Director of Development Services.

Municipality of Northern Bruce Peninsula - Peggy Van Mierlo-West, CAO reported that the Climate Action Plan has been approved, renovations are occurring to the Lions Head Arena, and the Municipality is conducting a Records Management RFP.

The MIC discussed completing a Climate Action Plan collaboration in the future if the MIC were extended.

Bruce County - Matt Meade, Strategic Initiatives Specialist reported that the County are starting their Indigenous reconciliation initiative including training and engagement strategies, and are conducting a Corporate Strategy Plan Update RFP, as well as preparing for Council Orientation this fall.

Saugeen Shores - Kara Van Myall, CAO noted that Saugeen Shores will be implementing a plan in the future. The Chair reported that the Aquatics Centre is proposed for construction in 2023, the community is fundraising for a Sports Park extension, the Town is completing a Development Services Review, and have recruited Strategy Corp for a performance measurement framework and will pursue a services review by mid-July. The Chair will distribute the information to the MIC in the future. Saugeen Shores is holding their first joint Council meeting with Saugeen First Nations on June 14<sup>th</sup>.

## 9. Meeting Schedule

Thursday, July 21 at 2:30 p.m. – Kara Van Myall and Mary Rose Walden advised they would be on vacation that day.

Thursday, September 15 at 2:30 p.m.

Thursday, November 17 at 2:30 p.m.

## 10. Adjournment

Motion: MIC2022-16

Moved by: Matt Meade

Seconded by: Mary Rose Walden

THAT the MIC hereby adjourns at 3:51 p.m.

Carried

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Chair

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Secretary