

Municipal Innovation Council Meeting Minutes

May 24, 2023, 1:00 p.m. - 3:00 p.m.

In-Person Meeting at County of Bruce, 30 Park Street, Walkerton, ON N0G 2V0
and Virtual on Microsoft Teams

Members:

Kara Van Myall, CAO, Municipality of Saugeen Shores, Chair
Mary Rose Walden, CAO, Township of Huron-Kinloss
Sonya Watson, CAO Municipality of Brockton
Jillene Bellchamber-Glazier, CAO, Municipality of Kincardine
Leanne Martin, CAO, Municipality of South Bruce
Sylvia Kirkwood, CAO, Municipality of Arran-Elderslie
Peggy Van Mierlo-West, CAO, Municipality of Northern Bruce Peninsula
Mary Rose Walden, CAO, Township of Huron-Kinloss
Derrick Thomson, CAO, Bruce County

Staff/Other:

Sarah Johnson, Deputy Clerk, Municipality of Brockton/Recording Secretary (non-voting)

1. Call to Order

The meeting was called to order at 12:45 p.m.

2. Additions or Amendments to the Agenda

3. Adoption of the April 20, 2023 Special Meeting Minutes

Motion: MIC 2023-21

Moved by: Leanne Martin Seconded by: Derrick Thomson

THAT the MIC hereby adopts the Municipal Innovation Council on April 20, 2023
Special Meeting Minutes as presented.

Carried.

4. Delegations

None

5. Updates from Chair

Decision Item: MIC Proposed Next Steps Initiative Discussion

Peggy Van Mierlo-West reviewed the report including the summary of goals and trends from MIC members' Strategic Plans such as modernization and training, customer service, staff retention and attraction, asset management, and performance measures.

Ms. Van Mierlo-West summarized the priority projects of Project Management Excellence, Customer Service Enhancements and Reporting, Municipal Inclusivity and Diversity Plan, Electrification of Municipal Fleets Review, and Real-Time Road

Condition Reporting Development. The MIC discussed the priority projects and the timing for completing certain projects.

The MIC further discussed the four (4) existing projects to be completed, including the Food Cycler Pilot Program, Smart Beach Program, Ecopia Data Development, and Shared IT Working Group. The MIC discussed the benefit of having the IT group to share resources and stay updated on each municipality's processes and/or goals.

The MIC discussed their preferences on the priority projects and the need for a coordinator to advance the existing and new projects.

Ms. Van Mierlo-West informed the MIC of an individual currently employed at the Municipality of Northern Bruce Peninsula who would be willing to serve as the MIC Coordinator for the remainder of the 2023 year.

Motion: MIC 2023-22

Moved by: Mary Rose Walden Seconded by: Peggy Van Mierlo-West

THAT the Town of Saugeen Shores distribute the 2023 invoices to MIC members immediately.

Carried.

Motion: MIC 2023-23

Moved by: Kara Van Myall Seconded by: Mary Rose Walden

THAT a coordinator be hired in partnership with the Municipality of Northern Bruce Peninsula to advance priority project(s) and manage the existing MIC project portfolio for 2023.

Carried.

The MIC identified their main priority projects and the 2023 Projects were prioritized as follows:

1. Sustainable Transportation - Electrification of Municipal Fleets Review
2. Building Project Management Excellence: Training Program for Municipal Staff
3. Municipal Inclusivity and Diversity Plan
4. Customer Service Enhancements and Reporting
5. Real-time Road Condition Reporting Development

6. Correspondence

7. Member Updates and Open Discussion

8. Meeting Schedule

The next meeting is scheduled on Tuesday, June 27, 2023 at 1:00 p.m. at the Township of Huron-Kinloss.

9. Adjournment

Motion: MIC 2023-23

Moved by: Leanne Martin

Seconded by: Jillene Bellchamber-Glazier

THAT the MIC hereby adjourns at 1:57 p.m.

Carried.

DRAFT