

Municipal Innovation Council Minutes

February 12, 2025, 1:00 p.m.

Virtual

Members

Kara Van Myall, CAO, Town of Saugeen Shores
Jodi MacArthur, CAO, Township of Huron-Kinloss
Jillene Bellchamber-Glazier, CAO, Municipality of Kincardine
Leanne Martin, CAO, Municipality of South Bruce
Peggy Van Mierlo-West, CAO, Municipality of Northern Bruce Peninsula- Chair
Emily Dance, CAO, Municipality of Arran-Elderslie
Christine MacDonald, CAO, Bruce County

1. Call to Order

The meeting was called to order at 1:01 p.m.

2. Adoption of the Minutes

Adoption of the January 29, 2025, Meeting Minutes

Motion: MIC 2025-08

Moved by: Leanne Martin

Seconded by: Peggy Van Mierlo-West

That the MIC hereby adopts the January 29, 2025, Municipal Innovation Council Meeting Minutes as presented.

Carried

3. MIC Next Steps

3.1 Meeting Schedule - Arran-Elderslie

Wednesday February 26, 2025 1:00 pm virtual

Wednesday March 12, 2025 1:00 pm virtual

Wednesday March 26, 2025 1:00 pm virtual

3.2 Resource Reallocation – Saugeen Shores

Once all 2025 invoices are received account will be reconciled.

3.3 Documentation and Reporting – Northern Bruce Peninsula

3.4 Wind Down of Projects - Northern Bruce Peninsula

Project	Budget/Funding	Lead
Smart Beach I	Smart Beach - Transfer of funds from Bruce County to Kincardine. Request to defer a resolution to the February 25th, waiting on some further information.	Kincardine will continue with the project.

Smart Beach II	No funding from the MIC will be included in the project.	Saugeen Shores will lead the project. Kincardine may need to be involved as it relates to the funding for Dr. Hauser.
Joint Information Technology Group	No funding from the MIC will be included in the project	County of Bruce will lead the project and invite all lower-tier municipalities in the County of Bruce to participate.
Fleet Electrification	No formal contract signed with Georgian College. The MIC will be responsible for any expenses to date.	Project will be dissolved. MNBP will contact Georgian College to notify of project cancellation.
Annual Report / 5 year Report	\$1,200 will remain in the MIC budget if the report will be outsourced for printing.	Director to forward to County
MIC Website		Project to be dissolved
AI- Office Efficiency		Project to be dissolved
Tourism Management	No funding from the MIC will be included in the project	MNBP may consider to continue with the project outside the MIC. The County will forward details to EcDev if it may fit with current initiatives.
Communication Platform		Project to be dissolved
Taxi and Ride Share	No funding from the MIC will be included in the project	Saugeen Shores may consider continuance of the project outside the MIC.

3.5 Legal and Administrative Closure *County of Bruce*

3.6 Formal Communications *County of Bruce*

Task	Lead	Tentative Timeline
<p>Update to Councils: Final MIC report(s) and covering letter sent to all Councils involved in MIC.</p> <p>Package to include: Cover Letter Glossy Report – 5 year Staff Report – 2024 year end and close out</p>	Bruce County Comms to Draft Covering Letter	<p>Report and Cover Letter to be reviewed by CAO comments back to Christine – 14-Feb-2025</p> <p>Tony to complete Year End Report back to Christine – 14-Feb-2025</p>

	Kara to send to CAOs (who will share via email to Councils) as MIC host	Final Approval by MIC -26-Feb-25 Sent to Members by 28-Feb-2025
Letter to Partners: Send letter to key MIC partners (i.e. NII, Smart Beach partners, etc.) regarding the Winddown of MIC, providing an overview of the information provided to Council, including highlighting success. This will also thank partners for their support. Note: Smart Beach Phase 1 - Letter will have specific verbiage of outstanding/incomplete outcomes (coordinate language with MOK, Jillene)	CAOs to provide feedback on list of Key Partners. Bruce County to Draft Communications Kara to Send as Communications as MIC host	14-Feb-2025 Draft 26-Feb-2025 Send 28-Feb-2025
Public Communications: a press releases created for the winddown of MIC that mirrors that partner communication but updated for a broader audience. Highlights successes and key partnership.	Bruce County to Draft Press Release Kara to Send as Press Release as MIC host All MIC Members to Amplify Press Please on their Comms Channels	10-March-2025 14-March 2025 14-March-2025
Official MIC Winddown	Kara	28-March-2025

Motion: MIC 2025-09

Moved by: Jodi MacArthur

Seconded by: Christine MacDonald

THAT the MIC hereby receives the updates as provided.

Carried

4. Closed Session

Not required

5. Adjournment

Motion: MIC 2025-10

Moved by: Jillene Bellchamber-Glazier

Seconded by: Emily Dance
That the MIC hereby adjourns at 1:24p.m.
Carried

Chair

Secretary