

Municipal Innovation Council Minutes

FINAL MEETING

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

Virtual

Members

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

1. Call to Order

The meeting was called to order at 1:03 p.m.

2. Adoption of the Minutes

Adoption of the February 26, 2025, Meeting Minutes

Motion: MIC 2025-14

Moved by: Jodi

Seconded by: Christine

That the MIC hereby adopts the February 26, 2025, Municipal Innovation Council Meeting Minutes as presented.

Carried

3. MIC Next Steps

3.1 Meeting Schedule - Arran-Elderslie
No further meetings

3.2 Resource Reallocation – Saugeen Shores

At the February 26th meeting of the MIC, Kincardine indicated that the language be removed from the 2024 Closeout Report “implementation of Smart Beach Phase 1 will move to the Municipality of Kincardine”. From that discussion, that following resolution is proposed:

Motion

Moved By: Emily Dance

Seconded By Peggy Van Mierlo-West

That the County of Bruce transfer the remaining unspent funds of \$35,451.20 less any pending costs from Smart Beach Phase 1 to the Treasurer of the MIC

(Saugeen Shores) for proportional redistribution of surplus funds to partner municipalities. AND FURTHER

Once all 2025 invoices are received the accounts will be reconciled with any surplus funds to be returned to partner municipalities as outlined in the Close Out Report circulated to all municipalities.

Carried

3.2 The Smart Beach Phase I

Smart Beach Phase I project was discussed related to the winddown. Kincardine requested an acknowledgment or memorandum of understanding (MOU) with the involved partners for Phase II. Saugeen Shores indicated the offer to incorporate Kincardine deliverables into Phase II remains available as previously discussed. While the agreements for Phase II have been executed, if Kincardine wishes to advance an MOU with the partners, Saugeen Shores remains supportive of that approach.

3.3 **Documentation and Reporting** – *Northern Bruce Peninsula*

3.4 **Wind Down of Projects** - *Northern Bruce Peninsula*

3.4.1 County Agreement with MITACS for Smart Beach Phase 1

On February 28, 2025, the County provided formal termination of the agreement for project IT27864 Smart Beached Ph 1.

March 7, 2025 the County of Bruce received the formal Notice of Cancellation from Mitacs IT27864.

3.5 **Legal and Administrative Closure** *County of Bruce*

3.6 **Formal Communications** *County of Bruce*

	Task	Lead	Tentative Timeline
1	Update to Councils: Final MIC report(s) and covering letter sent to all Councils involved in MIC.	County of Bruce Chair	Complete
2	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.	CAO, Kara as Chair	Complete

	Note: Smart Beach Phase 1 - Letter will have specific verbiage of outstanding/incomplete outcomes (coordinate language with MOK, Jillene)		
	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.		Confirmed with the circulation of the materials on the members Council agendas no additional press release will be advanced.
	<p>Official MIC Winddown Meeting Records Archive</p> <p>The SharePoint site will be taken down and Digital Records will be archived at the Town of Saugeen Shores in accordance with the retention policy.</p> <p>Christine MacDonald noted the option of archiving materials through the County. Arran Elderslie will keep the physical archives and investigate this option.</p>	Kara Emily	28-March-2025

4. Closed Session

Not required

5. Adjournment

Motion: MIC 2025-16

Moved by: Christine MacDonald

Seconded by: Vivian Kennedy

That the MIC hereby adjourns the final meeting of the MIC at 1:31 p.m.

Carried

Chair

Secretary