

## **Municipal Innovation Council**

### **Minutes**

### **Electronic Meeting**

January 20, 2022, 2:30 p.m.

#### **Members Present**

Kara Van Myall, CAO, Municipality of Saugeen Shores, Chair  
Mary Rose Walden, CAO, Township of Huron-Kinloss  
Sonya Watson, CAO Municipality of Brockton  
Roxana Baumann, Acting CAO/Director of Corporate Services, Kincardine  
Matthew Meade, Strategic Initiatives Specialist at Bruce County  
Leanne Martin, CAO/Clerk Municipality of South Bruce  
Peggy Van Mierlo-West, CAO Municipality of Northern Bruce Peninsula (*arrived at 2:40pm*)

#### **Members Absent**

Sylvia Kirkwood, CAO Municipality of Arran-Elderslie

#### **Staff/ Other Present**

Becky Smith, Director for the Centre for Municipal Innovation (non-voting)  
Emily Dance, Clerk Huron-Kinloss, Recording Secretary (non-voting)  
Bruce Wallace, President & CEO, Nuclear Innovation Institute (non-voting)

### **1. Call to Order**

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

### **2. Additions or Amendments to the Agenda**

None

### **3. Adoption of the November 25, 2021, Minutes**

Motion: MIC2022-01

Moved by: Mary Rose Walden

Seconded by: Sonya Watson

THAT the MIC hereby adopts the November 25, 2021, Municipal Innovation Council Meeting Minutes as presented.

Carried

### **4. Delegations**

None

## **5. Updates from Chair**

None

## **6. Director Report-In**

None

### **6a. Decision Item: Bruce Region Topographical Mapping Project**

Report 2022-1 Bruce County Topographical Mapping Project

Motion: MIC2022-02

Moved by: Matt Meade      Seconded: Sonya Watson

THAT the MIC approves the recommendation to award the contract for the Bruce Region Topographical Mapping Project to Ecopia Tech Corporation in the amount of \$187,600 (+HST) AND that the MIC contribution does not exceed \$106,220.

Carried

### **6b. Decision Item: Joint IT Business Analysis Review**

Report 2022-2 Project Update Joint IT Business Analysis

Motion: MIC2022-03

Moved by: Mary Rose Walden      Seconded: Sonya Watson

THAT the MIC hereby receives Report No. 2022-2 that provides an update on the Joint IT Business Analysis project review AND THAT the MIC hereby ratifies and confirms the contract be awarded to GHD, and

THAT that the MIC invite GHD Digital to a Special meeting on February 24, 2022 at 2:30 pm to share the findings and recommendations from the Digital Modernization and Joint IT Business Services Final Report.

Carried

### **6c. Decision Item: Equity Diversity and Inclusion Training**

Report 2022-03 Equity, Diversity, and Inclusion Training  
Dialogues in Diversity Invitation

Motion: MIC2022-04

Moved by: Sonya Watson      Seconded: Peggy Van Mierlo-West

THAT the MIC hereby approves report MIC 2022-03 and directs the Director to

coordinate an EDI training session for MIC member municipalities in February/March 2022 with Community Impact Consulting, and

THAT the MIC invite Lorie Fioze, Manager of Strategic Initiatives for Kincardine to the March MIC meeting to share the work she is leading around EDI strategy development in the Municipality of Kincardine.

THAT the director investigates potential funding opportunities through the NWMO to support the training through Community Impact Consulting.

Carried

#### **6d. Information item: Smart Beach Project**

Report 2022-04 Update Smart Beach Project

Matt Meade confirmed the invoice has been paid. A question was raised on if the work is moving forward. Bruce Wallace noted that he spoke to Dr. Hauser before Christmas to move forward; however, will follow-up to confirm.

Motion: MIC2022-05

Moved by: Leanne Martin Seconded: Roxanna Baumann

THAT the MIC hereby receive Report No. 2022-04 for information.

Carried

#### **6e. Information Item: MIC Solutions Portal**

Report 2022-05 MIC Solutions Portal

Questioned if other staff in the municipalities could access the portal. Becky suggested that members forward the contact details to her, and she would set them up with access.

Motion: MIC2022-06

Moved by: Leanne Martin Seconded: Mary Rose Walden

THAT the MIC hereby receive Report No. 2022-05 for information.

Carried

#### **6f. Information Item: 2022 Draft MIC Workplan**

Report 2022-06 MIC Workplan  
Draft MIC workplan

Becky Smith requested input from the group on what post 2022 looks like.

A discussion was held, and the group came up with some suggestions including:

- review options if there is surplus for program, could bridge to 2023
- explore other levels of funding both public and private
- review the waste management services recommendations, could be opportunities in organics
- quantifying success (value, time, cost savings, increased funding)

Motion: MIC2022-07

Moved by: Mary Rose

Seconded: Leanne Martin

THAT the MIC hereby receive for information Report No. 2022-06 on 2022 Draft Innovation Council Workplan.

Carried

**6g. Information Item: Ontario Clean Water Agency Report**

Report 2022-07 OCWA Report  
Potential Areas of Opportunity

Motion: MIC2022-08

Moved by: Mary Rose Walden

Seconded: Leanne Martin

THAT the MIC receive for information report 2022-07 and;

THAT the MIC directs the Director to coordinate a Tech Demonstration session for MIC Members and appropriate staff to gain a better understanding and further explore potential opportunities through the Ontario Clean Water Agency.

Carried

**6h. Information Item: Justice Equity Diversity and Inclusion (JEDI)**

Report 2022-08 JEDI Report

Motion: MIC2022-09

Moved by: Peggy Van Mierlo-West

Seconded: Sonya Watson

THAT the MIC hereby receive Report No. 2022-08 for information.

Carried

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

Township of Huron-Kinloss noted that their digital modernization project will be presented to Council in February which includes a recommendation for an enterprise system “TownSuite”. She will share with other municipalities looking for a new system.

Brockton is implementing modernization funding for budget software RFP, working through municipal app and e-permitting, following through strategic action plan guiding actions, and working on budget.

Northern Bruce Peninsula will have their first budget meeting on Monday. They are working on the parks and recreation master plan, housing sustainability, tourism master plan, short term accommodation and municipal accommodation tax.

Kincardine is proceeding with their municipal modernization funding for procurement, they are in the budget process.

South Bruce is moving forward with a legal RFP process, implementing meeting management software and an RFP for budgeting software.

The County of Bruce Planning and Development brought forward a discussion paper on the Official Plan business and connecting, a new Indigenous planning initiative has been approved and they are working through their modernization funding projects.

Saugeen Shores has a joint delegation scheduled with County at the ROMA conference to discuss inclusionary zoning for affordable housing and broadening the scope. Saugeen First Nation and Saugeen Shores were successful in a joint application to the Community Economic Development Initiative three-year program to improve economic prosperity. They are working on funding projects for digital records management, Microsoft 365, office spaces to promote remote work. Budget adoption is scheduled for Monday.

## **9. Meeting Schedule**

Thursday February 24 2:30pm – Special Meeting

Thursday March 17 2:30pm

Thursday May 19 2:30 pm

Thursday July 21 2:30 pm

Thursday Sept 15 2:30pm

Thursday Nov 17 2:30pm

## **10. Adjournment**

Motion: MIC2022-10

Moved by: Sonya Watson Seconded: Peggy Van Mierlo-West

THAT the MIC hereby adjourns at 3:49 p.m.

Carried

Original Signed By Chair Kara Van Myall

Original Signed By Emily Dance, Secretary

# MIC REPORT 2022-02

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**Report To:** Municipal Innovation Council (MIC)

**Report From:** Becky Smith, Director, Centre for Municipal Innovation

**Meeting Date:** January 20, 2022

**Subject:** MIC Project Updates – Municipal Modernization Program: Joint IT Business Analysis

## Recommendation

THAT the MIC hereby receives Report No. 2022-2 that provides an update on the Joint IT Business Analysis project review that is funded through the Municipal Modernization Program, AND THAT that the MIC invites GHD Digital to the March 17, 2022 meeting to share the findings and recommendations from the Digital Modernization and Joint IT Business Services Final Report.

## Overview

In March 2021, the Town of Saugeen Shores applied for Municipal Modernization Funding with the goal to support MIC member municipalities with IT infrastructure and servicing. The application was approved in the amount of \$100,000.

Following the November MIC meeting, an RFP was posted to seek a consultant that could carry out the work for the Joint IT Business Analysis review. A letter was also drafted and sent to the Honourable Steve Clark, Ministry of Municipal Affairs and Housing to request an extension for the Municipal Modernization Program (MMP) funding.

On Tuesday December 21<sup>st</sup>, the RFP closed, and a review of proposals was completed by the Director and Darren Hill, Manager Information Technology at the Town of Saugeen Shores. On December 23<sup>rd</sup>, GHD Digital was awarded the contract for the MIC's Joint IT Business Analysis.

The Steering Committee for consultant work is comprised of:

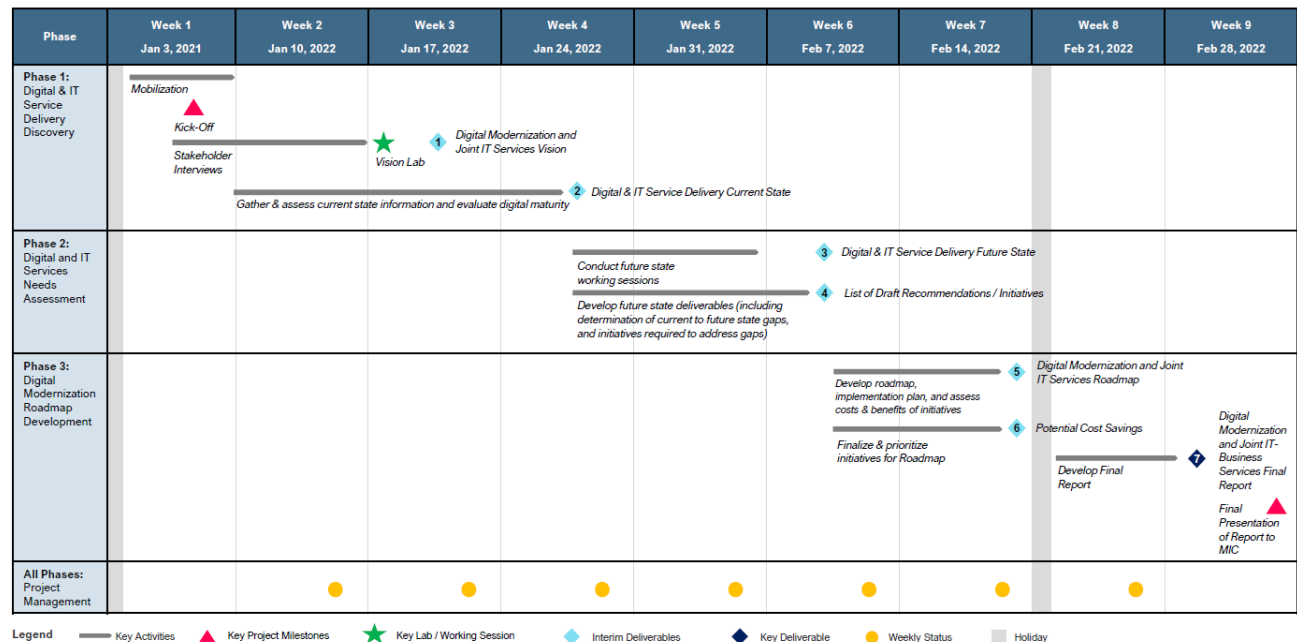
- Mary Rose Walden, CAO, Huron Kinloss
- Darren Hill, Manager Information Technology, Saugeen Shores
- Christine Fraser McDonald, Clerk Arran-Elderslie
- Becky Smith, Director, Centre for Municipal Innovation
- Jill Roote, Manager Strategic Initiatives, Saugeen Shores
- Scarlett Wang, Co-op student, Municipal Innovation Council

## MMP Request for Extension

On December 23, 2021, the MIC received an informal extension from the Ministry of Municipal Affairs and Housing. The new deadline has been extended to March 1, 2022.

Given that our extension from the province is informal, the timelines for project work with GHD Digital will also be informal. The work will continue through all of February assuming that we are operating under a March 1<sup>st</sup> deadline.

## Project Timeline



## Budget

The proposed fees for GHD Digital to complete this project is \$95,000 (applicable taxes are not included)

Funding Source	Amount
Municipal Modernization Program	Up to \$100,000
<b>TOTAL</b>	<b>Up to \$100,000</b>

## Next Steps

GHD Digital will compile findings and recommendations and share a Digital Modernization and Joint IT Services Roadmap/Report that will identify cost savings and highlight efficiencies.

Given the informal extension from the province, we will be required to submit a Final Report by March 1, 2022.



GHD Digital will share the findings and recommendations from the Digital Modernization and Joint IT Business Services Final Report with the MIC at the March 17<sup>th</sup> meeting.

### **Outcomes**

The outcomes will highlight an implementation strategy that will assist the MIC member communities to prioritize investments that will improve efficiencies and highlight cost savings. There will be a specific focus on upgrading from the current state to support future needs with a coordinated approach to the consolidation of hardware and software spends, as well as development of a shared service model with the lower tiers. Also included is a centralized cybersecurity framework including cost-effective methods of implementing these measures and recommendations to support ongoing cybersecurity prevention.

# MIC REPORT 2022-03

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**Report To:** Municipal Innovation Council (MIC)  
**Report From:** Becky Smith, Director, Centre for Municipal Innovation  
**Subject:** Equity, Diversity, and Inclusion (EDI) Training

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## Recommendation

THAT the MIC hereby approves report MIC 2022-03 and directs the Director to coordinate an EDI training session for MIC member municipalities in February/March 2022 with Community Impact Consulting, and

THAT the MIC invite Lorie Fioze, Manager of Strategic Initiatives for Kincardine to the March MIC meeting to share the work she is leading around EDI strategy development in the Municipality of Kincardine.

## Equity, Diversity, and Inclusion Training

Following budget approval for EDI training at the November 2021 MIC meeting, I engaged Parul Pandya from Community Impact Consulting and explored opportunities with Lorie Fioze, Manager of Strategic Initiatives to share the work she is leading around EDI in Kincardine with the MIC.

Given that each MIC member municipality is at various stages of advancing EDI in their respective communities, I am proposing that we schedule a training session in early March at the Nuclear Innovation Institute in Port Elgin with CAO's and their Senior Management Teams.

The training will consist of:

- Parul Pandya from Community Impact Consulting will lead a 2-hour, online workshop focused on *Understanding & Applying Anti-Oppression* that will include:
  - Understanding equity in practice
  - Engaging in conversations around common language and terms aligned with anti-oppression, anti-racism, and inclusion
  - Uncovering our own motivations to incite positive actions through each of our own avenues of access

- The session will be hosted at the NII. This will give us the opportunity to come together as a group and support the technical requirements for Parul to facilitate the training online.

#### Training fees

- 10 or less people: \$1000 + HST
- 11-19 people: \$1250 + HST
- 20-30 people: \$1500 + HST

Lorie Fioze has been leading an initiative in the Municipality of Kincardine to develop an inclusion, diversity, equity and access strategy. She has offered to come to the March MIC meeting to share her insights and experience around the work she is leading that will be helpful as the MIC municipalities consider this work in 2022.

#### Outcome/deliverables

- Anti-Oppression Everyday Toolkit
- Strategy development resources for participants to use in their respective community
- The Centre for Municipal Innovation will continue to support this initiative and expand training opportunities across MIC member municipalities in 2022.

#### About the Training provider: Community Impact Consulting

##### **Parul Pandya**



Parul Pandya has been skillfully working in non-profit in various roles through the past decade, including as a community builder, consultant, programmer and producer. After managing community grants for the largest government funder in Canada, she seamlessly transferred her knowledge, passion and skills to open her own consulting practice. Community Impact Non-Profit Consulting strategically enables community engagement and equitable innovation.

She has had the honour to work with such clients as StreetART Toronto, North York Arts, WorkinCulture and many other service organizations. Parul is a highly in-demand

teacher and facilitator, delivering over 45 training sessions around anti-oppression, equity and community-engaged arts education. Her work has always been intersectional between arts and social services, bringing an array of knowledge surrounding various issues including housing inaccessibility, food insecurity, decolonization, violence against women, and the newcomer and refugee experience, to name a few.

Her attraction to advocacy emerged with her work as a Queer South Asian freelance writer/poet over a decade ago. She strongly believes that representation matters, and that it's important to share stories. She has a deep passion for ethics and social justice, which she teaches at Centennial College and Humber College. She feels fulfilled when using community arts as a tool for community engagement and colourful expression. Her approach to exchange is a high-engagement approach, encouraging participation through self-reflection, empathy, creativity, and common understanding. Parul will facilitate the session.

### **Sienna Pandya-James**



A recent graduate of the University of Toronto, Sienna has spent the past year as a Community Researcher for Community Impact Consulting, where she has gained invaluable knowledge about community engagement, equity, and the vast number of resources that exist within Toronto. In her spare time, she likes baking and writing. Sienna manages research, tech, note-taking and workshop support.

## MIC REPORT 2022-04

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**Report To:** Municipal Innovation Council (MIC)  
**Report From:** Becky Smith, Director, Centre for Municipal Innovation  
**Meeting Date:** January 20, 2022  
**Subject:** Project Updates – Smart Beach

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### **Recommendation**

THAT the MIC hereby receive Report No. 2022-04 for information.

### **Update on Smart Beach Project**

Following the November MIC meeting, the Centre for Municipal Innovation undertook a review of the Smart Beaches project to ensure full diligence was applied to the proposal.

We met with the project leaders to ensure that the project has proper controls on spending and scope, as well as clearly defined roles and responsibilities.

We are satisfied that the project is a sound investment of MIC funds and have drafted a collaboration agreement that we will be formalizing with the partners over the coming weeks to establish roles and responsibilities, desired outcomes, and off-ramps.

A draft Communication Plan has been developed and will be finalized when the collaboration agreement with partners has been agreed upon.

We will report back on our progress at the March MIC meeting.

## MIC REPORT 2022-05

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**Report To:** Municipal Innovation Council (MIC)  
**Report From:** Becky Smith, Director, Centre for Municipal Innovation  
**Meeting Date:** January 20, 2022  
**Subject:** MIC Solutions Portal

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### Recommendation

THAT the MIC hereby receive Report No. 2022-05 for information.

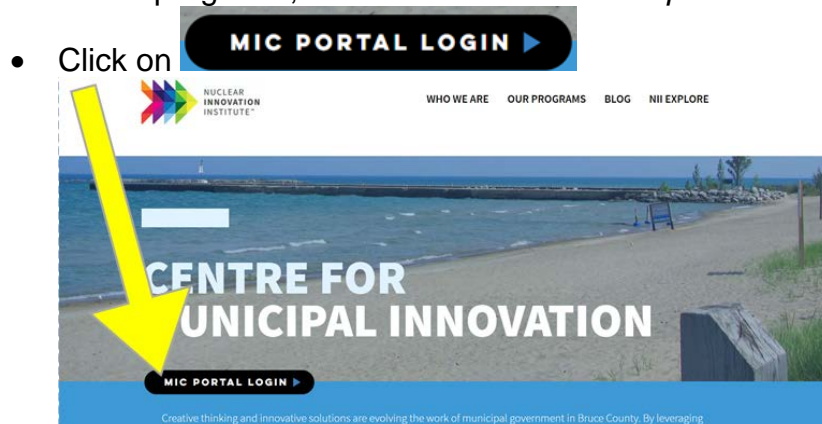
### Background

Following budget approval for the MIC Solutions Portal at the November 25, 2021 MIC meeting, we began working with a website designer to upload content and began the design process.

I am happy to share that we have a prototype for MIC members with a fulsome list of job descriptions, governance and resources documents related to the MIC and projects section with a list of ongoing projects and with status updates. The portal is a secure platform for sharing documents and information. The intent is to have this portal grow organically over time to support a variety of challenges you all collectively face for municipal day-to-day issues related to public service administration and coordination.

To access the MIC Solutions Portal:

- Go to the NII's website: [www.nuclearinnovationinstitute.ca](http://www.nuclearinnovationinstitute.ca)
- Under programs, click on *Centre for Municipal Innovation*



- Your login credentials will be sent via email.

We would like to begin uploading HR policies to the site and would ask Committee Members to share an HR contact we can reach out to or pass along any relevant HR policies to the Director so they can be added to the portal.

Input is always welcome on how we can ensure this is a useful tool for everyone moving forward.

# MIC REPORT 2022-06

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**Report To:** Municipal Innovation Council (MIC)  
**Report From:** Becky Smith, Director, Centre for Municipal Innovation  
**Meeting Date:** January 20, 2022  
**Subject:** 2022 Draft MIC Workplan

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## Recommendation

THAT the MIC receive for information report 2022-06 on 2022 Draft Municipal Innovation Council Workplan.

## Overview

Attached to this report you will find the 2022 draft workplan for the Municipal Innovation Council.

The workplan identifies the overall strategic goals of the program as well as deliverables and key goals per quarter.

The Director welcomes input and comments from MIC members to ensure it aligns with the overall objectives of the MIC.



## The Centre for Municipal Innovation

The Centre for Municipal Innovation at the Nuclear Innovation Institute (NII) hosts this unique, leading-edge platform for like-minded municipalities to come together to build smarter, stronger, and more resilient communities.

The Centre serves lower and upper-tier municipalities in Bruce County. We seek to understand how issues impact people and act as a catalyst for developing solutions to shared problems.

By leveraging learning and collaboration with municipal members and other partners, we will enhance process, policy, and common practices across our region—leading to improved service delivery to residents and visitors.

### Program Overview

The Municipal Innovation Council (MIC) was founded in 2020 when eight municipalities came together to identify better ways to deliver services and meet the needs of people in their communities.

The MIC, a joint body set up by an agreement between the Town of Saugeen Shores, Arran-Elderslie, Brockton, Bruce County, Huron-Kinloss, Kincardine, Northern Bruce Peninsula and South Bruce.

The MIC is a three-year pilot project aimed at finding – and implementing – smarter and more effective ways of delivering municipal services.

The MIC is the culmination of an agreement signed in 2020 between the Town of Saugeen Shores and NII, which gave Saugeen Shores a leadership role in developing the concept and establishing partnerships for the MIC to become a collaborative partnership across the region.

With the change in program director in October 2021 the MIC transitioned program delivery/operations from the Town of Saugeen Shores to NII.

The work of the Centre for Municipal Innovation is supported by the Municipal Innovation Council consisting of a representative from each of the member municipalities.

Based on the feedback from the MIC member municipalities the areas of focus are:

**Construction and Infrastructure:** Growing communities require innovative solutions to support their construction and development industry while also keeping environmental sustainability top of mind.

**Municipal Sustainability:** In a time of unprecedented change and shift in the economy, public sector employers need to consider what sustainability means to their organizations

**Information Technology & Digital Enhancements:** The digital economy is here to stay and is key to our future success. Information technology is advancing quickly, and tech development comes with both risk and reward.

**Livable communities:** Being a livable community means access to affordable housing, transportation, healthcare, education, recreation and so much more.

## Strategic Goals and Deliverables

**Goal #1:** Quick wins --> Get projects completed.

**Goal #2:** Ensure elected official and municipal staff across the region recognize the MIC and see the results of our work in the communities

**Goal #3:** Identify and enable new opportunities for collaboration that support the MIC's areas of focus

**Goal #4:** Improve ground level understanding about the MIC with the public and empower knowledge sharing

**Goal #5:** Renew commitment with MIC member municipalities and actively seek membership with South Bruce Peninsula

Goals	Strategies	Tactics
Quick wins --> Get projects completed	Maintain and expand relationships with municipal leaders, staff and other relevant stakeholders to help advance and promote MIC work	Host information sessions for projects (e.g., Ecopia product demo)  Updates/Lunch and learn to ensure understanding of MIC projects and benefits to municipal staff and

	Effective project management	<p>other relevant stakeholders (e.g., Bruce County Topographical Mapping project)</p> <p>Quarterly reports to councils</p> <p>Finalize project details and ensure buy-in from all stakeholders</p> <p>Establish clear communication</p> <p>Define milestones</p> <p>Set clear expectations</p>
Ensure elected official and municipal staff across the region recognize the MIC and see the results of our work in the communities	<p>Build support with local elected officials and municipal staff across Bruce County</p> <p>Digital Storytelling</p> <p>Traditional media engagement</p>	<p>Council delegations to MIC member municipalities to share success stories</p> <p>Equip MIC members and allies with common language to share MIC success stories both internally and externally</p> <p>Blog posts, social media content to share success stories</p> <p>Press releases to highlight project milestones and success stories</p>
Identify and Enable New Opportunities for collaboration that support the MIC's areas of focus	Work with Municipal Innovation Council to prepare for future	Facilitate discussions with MIC through regular meetings

	<p>projects and initiatives that align with the MIC's areas of focus</p> <p>Participation in conferences and other relevant events to build awareness about the MIC's work</p> <p>Connect with others in the innovation space to find alignment and opportunities</p>	<p>Maintain a presence at conferences and events across the province in the municipal sector (e.g., AMO, Municipal Innovators)</p> <p>Maintain a presence at local events and roundtables targeting decision makers and elected officials in the region</p> <p>Targeted outreach to build new alliances with other innovation hubs (e.g., MIX Problem based procurement)</p> <p>Outreach to other municipalities that have tackled similar issues relevant to the MIC</p>
Improve ground level understanding about the MIC with the public and empower knowledge sharing	<p>Digital Storytelling</p> <p>Traditional media engagement</p>	<p>Blog posts, social media content to share success stories</p> <p>Press releases to highlight project milestones and success stories</p>
Renew commitment with MIC member municipalities and actively seek membership from South Bruce Peninsula	Maintain and expand relationships across lower and upper tiers in Bruce County to establish a long-term	Council delegations to <u>all</u> Bruce County municipalities to highlight MIC success stories and

	commitment to the MIC	<p>demonstrate MIC's value</p> <p>Engage and share the MIC's story with newly elected councils following the 2022 municipal election</p> <p>Plan to host Innovation Summit in Q1 2023 to revisit areas of focus and investigate future opportunities</p>
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Key quarterly goals are outlined below:

Q1: January - March	<p><b>Goal #1</b> Advance project work on:</p> <ul style="list-style-type: none"> <li>- <b>Joint IT Business Analysis Review:</b> complete GHD Digital work and reporting requirements by the end of Q1</li> <li>- <b>Bruce County Topographical Mapping Project:</b> hire vendor, complete vendor work and reporting requirements by the end of Q1</li> <li>- <b>Smart Beach Project:</b> finalize collaboration agreement with partners and complete communications plan</li> <li>- <b>MIC Solutions Portal:</b> beta test with MIC members, continue to grow organically over time</li> </ul> <p><b>Goal #2</b> Host Training session: EDI training</p> <p><b>Goal #3</b> Council delegations to MIC member municipalities to Increase awareness with elected officials</p>
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Q2 – April-June	<p><b>Goal #1</b> Advance project work on:</p> <ul style="list-style-type: none"> <li>- <b>Joint IT Business Analysis Review:</b> begin implementation from GHDDigital work</li> <li>- <b>Bruce County Topographical Mapping Project:</b> implementation and storytelling</li> <li>- <b>Smart Beach Project:</b> Launch Smart Beach Project</li> <li>- <b>MIC Solutions Portal:</b> continue to grow organically over time to address needs of MIC</li> </ul> <p><b>Goal #2</b> Host Training session: Mental Health Training</p> <p><b>Goal #3</b> Investigate shared services model to address capacity issues among MIC municipalitites (building, planning, etc)</p>
Q3- July-September	<p><b>Goal #1</b> Advance project work on:</p> <ul style="list-style-type: none"> <li>- <b>Joint IT Business Analysis Review:</b> continue implementation from GHDDigital work</li> <li>- <b>Bruce County Topographical Mapping Project:</b> storytelling and case studies to demonstrate efficiencies</li> <li>- <b>Smart Beach Project:</b> Communication</li> <li>- <b>MIC Solutions Portal:</b> continue to grow organically over time to address needs of MIC</li> </ul> <p><b>Goal #2</b> Host Training session: Indigenous Cultural Awareness Training</p> <p><b>Goal #3</b> Begin video series of MIC wins highlighting municipal staff and other stakeholders</p>

**Goal #1**

Renew commitment to Municipal Innovation council with existing members and solicit membership from South Bruce Peninsula

**Goal #2**

Communication Blitz to amplify MIC success stories including but not limited to:

- Project work
- Collaborative training opportunities
- Cost savings & efficiencies

**Goal #3**

Identify new opportunities for collaboration that support the MIC's areas of focus

## Measuring Success

The Centre for Municipal Innovation will measure the success of outcomes through the tactics outlined in this workplan:

- 1) Advancement/Completion of project work
  - a. NDMP funding received and reporting requirements fulfilled
  - b. Municipal Modernization funding received, reporting requirements fulfilled and successful rollout to municipal staff and stakeholders
  - c. Implementation of Joint IT work with clear metrics for cost savings and efficiencies
- 2) Increase awareness and understanding of MIC work with elected officials by 25% by Q4 2022
  - a. Survey to elected officials across MIC Member Municipalities
- 3) Increase awareness of MIC work with municipal staff by 50% by Q4 2022
  - a. Survey to municipal staff across MIC Member Municipalities
- 4) Increase of public awareness and understanding about the MIC
  - a. Public polling on social media
  - b. Increase in social media impressions and engagement on Facebook, Twitter, and LinkedIn
- 5) Renewed commitment with MIC member municipalities including South Bruce Peninsula
  - a. Renewal of MIC including all lower tiers and the upper tier in Bruce County

## Guided by the Municipal Innovation Council

The Municipal Innovation Council will continue to guide and inform the work for the Centre for Municipal Innovation. In 2022 the MIC will host bi-monthly meeting where the Director will provide an update on the activities of the program and progress towards goals. Members will also have the opportunity to provide feedback on the work of the program and identify new opportunities. In 2022, the committee will meet on:

- January 20, 2022
- March 17, 2022
- May 19, 2022
- July 21, 2022
- September 15, 2022
- November 17, 2022

Members of the Municipal Innovation Council are encouraged to contact the Director at any time about the activity of the program. This builds on the 1-on-1 engagement sessions that took place throughout October and November 2021.

Becky Smith  
Director for the Centre for Municipal Innovation  
[Becky.smith@nii.ca](mailto:Becky.smith@nii.ca)  
(519) 706-4310



# MIC REPORT 2022-07

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**Report To:** Municipal Innovation Council (MIC)

**Report From:** Becky Smith, Director, Centre for Municipal Innovation

**Meeting Date:** January 20, 2022

**Subject:** Exploring potential opportunities through the Ontario Clean Water Agency

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## Recommendation

THAT the MIC receive for information report 2022-07 and;

THAT the MIC directs the Director to coordinate a Tech Demonstration session for MIC Members and appropriate staff to gain a better understanding and further explore potential opportunities through the Ontario Clean Water Agency.

## Overview

In late November, Indra Maharjan from the Ontario Clean Water Agency visited the Nuclear Innovation Institute and met with Jessica Linthorne and I to share information on water and wastewater innovation applications and demonstration projects in various municipalities across Ontario.

Attached to this report is an overview of potential opportunities that the MIC could consider exploring if there is interest.



## INDRA MAHARJAN

Director, Innovation, Tech.  
and Alternate Delivery  
Ontario Clean Water Agency

### Biography

Indra is a senior engineer with an extensive history that spans energy conservation, climate change and resource recovery in the water/wastewater sector, Maharjan leads the Ontario Clean Water Agency's (OCWA's) Innovation, Efficiency and Technology group. He delivers innovative infrastructure solutions to over 200 municipal clients across Ontario. In doing so, he brings his first-hand knowledge of the challenges associated with municipal water/wastewater innovation, efficiency, and optimization to the task.

Currently, Maharjan fosters the adoption of solutions that address emerging issues (e.g., treatment, digitization, compliance, etc.) in the water and wastewater industry. He also works with technology providers and municipalities to undertake projects that reduce energy usage, costs, and greenhouse gas emissions. Maharjan's expertise and leadership are well recognized by leaders in the water and wastewater industry.

### Potential areas of opportunity for collaboration

- 1) Net Zero Resource Recovery Wastewater Plants: To transform existing WW treatment plants with two-pronged approach- reduce energy consumption to optimal level and then explore energy generation opportunities using renewable energy, ww heat recovery, inline and outfall turbines, bio gas utilization to renewable natural gas or hydrogen, biosolids to energy, water reuse etc.
  - Municipal Co-digestion—How a Provincial-Scale Initiative is Helping Reduce GHG Emissions
  - The Town of Petawawa is converting food waste into clean energy with support from the Government of Canada
- 2) Phosphorus reduction and recovery projects: Reduce Phosphorus discharge into environment by using nonchemical innovative solution that will contribute to lower discharge in great lakes and reduce polymer usage, sludge quality improvement etc.
  - OCWA piloting technology to reduce phosphorus in wastewater effluent
  - Kingsville, ON begins testing ClariPhos™ to cope with rising phosphorus loading – (bishopwater.ca)

- 3) Process intensification: Introduce new treatment technologies to introduce process intensification to avoid big capital upgrades in existing treatment plant that are facing increased pressure for population growth and treatment demands
  - Ontario towns receive funding for waste management projects
  - Coming soon: A less wasteful way to treat wastewater
- 4) Energy optimization tools, sensors, KPI development and business decision making- demonstrate capturing key data and creating dashboard to provide KPIs that will enable decision makers to make decisions that will promote efficiency, cost savings etc.
  - Improving Operations and Water Quality with Remote Monitoring
- 5) Lagoon optimization: promote innovative sludge solutions that will save huge lagoon cleaning cost
- 6) Training and capacity building- developed training to create energy awareness and climate change for W/WW staff
- 7) Participate in emerging issues research works with academic institutions and industry partners in areas of PFAS, micro-plastics and CEC
  - <https://uwaterloo.ca/scholar/wjparker/projects>

## MIC REPORT 2022-08

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**Report To:** Municipal Innovation Council (MIC)  
**Report From:** Becky Smith, Director, Centre for Municipal Innovation  
**Meeting Date:** January 20, 2022  
**Subject:** Grey Bruce Local Immigration Partnership: EDI opportunity

### Recommendation

THAT the MIC hereby receive Report No. 2022-08 for information.

### Overview

- The Grey Bruce Local Immigration Partnership has hired a consultant to initiate conversations with Municipal Leaders around Justice Equity Diversity and Inclusion (JEDI).
- They are looking for municipal leaders from Grey & Bruce (CAOs and/or Directors) who can commit to attending 2 sessions in either February or March.
- Each session will be two hours and will include facilitated discussions, learning resources and interactive activities.
- Participation is free.
- This project is facilitated by the Grey Bruce Local Immigration Partnership – a partnership between the Economic Development Departments of Grey County and Bruce County.
- Please see attached, *Dialogues in Diversity: Strengthening community capacity for inclusion, one conversation at a time*, for more information.

## Dialogues in Diversity: Strengthening community capacity for inclusion, one conversation at a time.

The Grey Bruce Local Immigration Partnership (GBLIP) would like to invite you to join the conversation. In February and March, we'll be hosting two sessions each month (dates to be determined) for sharing and learning as we work to strengthen community capacity and understanding around Justice, Equity, Diversity & Inclusion (JEDI) in Grey and Bruce.

Aligned with the 2025 GBLIP Settlement strategic goals, these conversations will create opportunities to enhance knowledge and discuss how we can all be champions for Justice, Equity, Diversity & Inclusion within our rural region. By engaging all municipalities in Grey and Bruce, we will be laying the foundation for a collaborative approach to cultivating inclusive and equitable cultures within our organizations and our communities.

*Dialogues in Diversity* is one of the first steps you can take on this important journey. A journey we are all on together. *Dialogues in Diversity* sessions will be an opportunity to enhance your learning, share your ideas and ask honest questions. The sessions will help establish a shared understanding of justice, equity, diversity, and inclusion, and enhance understanding of associated concepts and terminologies. The sessions will also provide practical tips and tools for next steps that encourage the social integration of newcomers into our communities.

Conversations will be led by Angela Connors of Black Birch Training & Consulting. Angela is a member of the Saugeen Ojibway Nation and has worked extensively with hundreds of organizations across Ontario encouraging dialogue and action on inclusion. In 2019, she spearheaded the successful campaign to get the City of Peterborough become a signatory to the Coalition of Inclusive Municipalities.

**Be part of the Municipal Leadership conversations. We are looking for municipal leaders from Grey & Bruce (CAOs and/or Directors) who can commit to attending 2 sessions in either February or March. Each session will be two hours and will include facilitated discussions, learning resources and interactive activities. Participation is free. This project is facilitated by the Grey Bruce Local Immigration Partnership – a partnership between the Economic Development Departments of Grey County and Bruce County.**

To sign up, contact:

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