

Report to Council

Report Title:	Municipal Innovation Council 2023 Update		
Prepared By:	Sonya Watson, Chief Administrative Officer		
Department:	Administration		
Date:	June 6, 2023		
Report Number:	CAO2023-08	File Number:	C11AD
Attachments:	By-Law 2022-116 - Municipal Innovation Council Extension Agreement By-Law		

Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number CAO2023-08 - Municipal Innovation Council 2023 Update, prepared by Sonya Watson, Chief Administrative Officer for information purposes.

Report:

Background:

The Municipality of Brockton has been a part of the Municipal Innovation Council (MIC) since 2019 collaborating with Bruce County and six (6) lower tier municipalities in order to find efficiencies, build smarter processes and ensure municipal services are sustainable. The agreement was for a three-year term with a shared funding model to support collaborative staffing, research and implementation, with a focus on infrastructure, IT and Digital Solutions, Municipal Sustainably and liveable communities.

Council further entered into a new MIC Agreement in August 2022 for another three-year term from January 1, 2023 until December 31, 2025. The By-Law has been attached for reference.

The MIC has undergone some staffing changes over the past few years, and experienced delays due to the COVID pandemic to advance priorities as expected but has managed to conduct several projects benefitting Bruce County municipalities.

Analysis:

Staff with the Nuclear Innovation Institute (NII) had been acting as the Program Director until earlier this year. This left the MIC discussing the best path forward and accepting a proposal from the County of Bruce on leading the MIC through a new framework called Catalyst 360 and a County staff person taking the role of Program Director to lead initiatives. This proposal was not accepted by County Council. With a three-year agreement still in place and funds committed for 2023 on May 24, 2023 the MIC held a meeting to determine

next steps. A review of each MIC member's Strategic Plan, and priority projects was conducted to review opportunities to further enhance operational efficiency, elevate service quality, and nurture a thriving and skilled workforce, ultimately driving the success of the MIC as a whole.

As a member of the MIC there are projects that have been initiated with agreements in place that require staff resources to complete. A resolution was passed to have an available Senior staff member from the Municipality of Northern Bruce Peninsula to serve as the MIC Coordinator until the end of 2023 in order to complete the four (4) ongoing projects (FoodCycler, SmartBeach, Ecopia Data Development (mapping tool), and Shared IT Working Group). The MIC also committed to two additional priority project(s) for the remainder of 2023 of Sustainable Transportation – Electrification of Municipal Fleets Review and Building Project Management Excellence: Training Program for Municipal Staff.

New Priority Projects

1) Sustainable Transportation – Electrification of Municipal Fleets Review

Project Objective: To conduct a comprehensive assessment of the feasibility and potential benefits of transitioning municipal fleets to electric vehicles (EV's) including a Feasibility Analysis, Cost Benefit Analysis, Environmental Impact Assessment, identify Infrastructure Requirements, Risk Assessment and Mitigation Strategies, and develop an Implementation Roadmap.

Benefit to Brockton: We have implemented several EV Charging stations in our Municipality and prioritize our infrastructure, knowing that we need to have a future plan to improve our roads and maintain our fleet assets. Our Strategic Action Plan includes the goal of evolving to an electrical fleet under our "Environmental Recovery" section in the Land Use Planning and the Natural Environment Pillar.

2) Building Project Management Excellence: Training Program for Municipal Staff

Project Objective: To outline the development of a comprehensive Project Management Training Program for municipal staff. The program aims to equip employees with the necessary skills, knowledge, and tools to effectively plan, execute, and deliver projects in a structured and efficient manner. By investing in this training, we aim to enhance project outcomes, improve resource utilization, and strengthen the overall project management capabilities within our organization. This project will also focus on:

- Developing a common understanding of project management principles and terminology among municipal staff.
- Enhancing project planning and initiation skills to ensure clear project objectives, scope, and stakeholder alignment.
- Fostering effective project communication and collaboration to improve teamwork and stakeholder engagement.
- Building skills in project scheduling, resource management, and budgeting for efficient project execution.
- Promoting risk management and problem-solving techniques to mitigate project risks and overcome challenges.
- Developing monitoring and control mechanisms to track project progress, identify issues, and implement corrective actions.

- Fostering a culture of continuous improvement through lessons learned, project evaluation, and knowledge sharing.

Benefit to Brockton: We have committed to increasing our staff capacity from within and supporting the growth and advancement of our staff. Brockton also has seen staffing changes over the past few years, and with a focus on continuing staff development and mentorship under our “Efficient Government” section in the Municipal Governance Pillar this supports that goal. Good project management ensures Municipal dollars are utilized to the maximum benefit possible.

The majority of the MIC members provided direction to continue with coordinator until the end of the year to finish the current MIC projects and lead the two additional priority projects.

As noted, Brockton had already committed funds to MIC within the 2023 Budget as we have entered into a three-year agreement.

Based on the three-year commitment and the projects that need completion the MIC will continue until the end of the year to finish implementing these ongoing projects and lead the two new priority projects which also support Brockton’s goals as outlined in the Strategic Action Plan.

Staff have brought forward this as a status report for Council’s information. While there is no termination clause outlined in the MIC Partnership Agreement, I am attuned to Council’s comments and concerns related to the MIC and the associated costs. Therefore, should Council have a desire to withdraw from this agreement with our neighbouring Municipalities at the end of 2023 it should be done with adequate notice to allow our other lower-tier partners to make appropriate staffing decisions and arrangements to complete the projects.

Strategic Action Plan Checklist:

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

- | | |
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| • Recommendations help move the Municipality closer to its Vision | Yes |
| • Recommendations contribute to achieving Heritage, Culture, and Community | Yes |
| • Recommendations contribute to achieving Quality of Life | Yes |
| • Recommendations contribute to achieving Land Use Planning and the Natural Environment | Yes |
| • Recommendations contribute to achieving Economic Development | Yes |
| • Recommendations contribute to achieving Municipal Governance | Yes |

Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

Brockton had committed to paying an annual amount of \$22,630.00 within the 2023 Budget for the MIC. The invoices have been issued to support to ongoing project and 2023 works.

Reviewed By:

A handwritten signature in black ink, appearing to read 'Trish Serratore', with a stylized, looping flourish at the end.

Trish Serratore, Chief Financial Officer

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read 'Sonya Watson', with a long, sweeping horizontal flourish extending to the right.

Sonya Watson, Chief Administrative Officer