

Municipal Innovation Council

Report: Q1 Report to MIC member Councils

Date: March 25, 2021

Submitted by: Jessica Linthorne, Chair
Dave Shorey, Innovation Officer

The Municipal Innovation Council (MIC) is pleased to provide a Q1 update to member Councils.

Dave Shorey, Innovation Officer and Jessica Linthorne, Chair, concluded the first year of the pilot program with delegations to member Councils. Most delegations took place throughout the month of December 2020 and the delegation to County Council took place in February 2021.

During these delegations, Dave Shorey shared the strategic framework to member Councils. The framework has been well received by all member municipalities and has now been formally received by the Municipal Innovation Council.

The following is a list of projects and advancements as they relate to the MIC:

1) Solid Waste Management Service Review – 100% funded by the first intake of the Municipal Modernization Program

Dillon Consulting has submitted the final Solid Waste Management Service Review report and each Council has had the opportunity to review and receive the report.

On March 11, Dillon Consulting and the MIC hosted an information session for elected officials, municipal staff, waste management vendors and other stakeholders. This forum provided an opportunity for questions relating to the report and offered clarity regarding the process and the recommended next steps.

The community of practice (subject matter experts) will meet in Q2 2021 to discuss the report and desired next steps. The MIC will review recommendations and ensure member Councils and other stakeholders are engaged before any recommendation items advance.

2) Topography Pilot Project - pending National Disaster Mitigation Program funding

As previously reported, this project is in partnership with the Nuclear Innovation Institute (NII), with support from the Saugeen Valley Conservation Authority (SVCA). Current topographic datasets made available by the SVCA have informed decisions regarding land use for decades. By leveraging technical expertise and access to leading topographic technology, the NII will act as a broker to support the MIC and SVCA in updating maps. The SVCA is supportive of the project, and an application to the National Disaster Mitigation Program has been submitted by the MIC and is under review. The MIC's application to the NDMP has passed the first phase of the review process. The Ministry of Municipal Affairs and Housing in Ontario has expressed support for the

MIC's application and has forwarded it to Public Safety Canada where it is undergoing further review.

3) Co-op/Intern Hiring – funded by the MIC operating budget

The MIC has successfully recruited and hired a co-op student for the IT Business Analyst position and an intern for the Organizational Development Analyst position. The Municipal Service Analyst is expected to be hired in the coming weeks. Each position supports the MIC in building the strategic capabilities needed in member municipalities to sense and respond to opportunities. Through collaborative capacity building, we will be able to identify common training and development needs and explore shared resourcing, identify our current state of IT and a desired future state, and will be able to map all services offered by member municipalities including modes of delivery. Each position will begin working on May 3rd, 2021 and will conclude work on August 20th, 2021. Each will work remotely with some on-site responsibilities pending the state of the health environment in the spring and summer months.

Read more: <https://www.nuclearinnovationinstitute.ca/post/the-secret-sauce-to-municipal-innovation-in-bruce-county>

4) Transportation – no financial commitment

Saugeen Mobility and Regional Transit (SMART) representatives have requested the MIC support a facilitated discussion between their service, Grey County transportation and partners, Bruce County transportation and other stakeholders. Between regional government and vendors in the area, there is an opportunity to discuss a collaborative approach to offer door-to-door accessible transit and point-to-point transit between the counties of Grey and Bruce. Recognizing Bruce County is advancing a transportation master plan (TMP), and noting other member municipalities may have a TMP in place, the Innovation Officer and the Chair feel there is merit in advancing a facilitated discussion between partners. Transit vendors will be invited to this discussion as well as elected officials. This facilitated conversation will take place in Q2 2021.

5) Attainable Housing – no financial commitment

The Town of Saugeen Shores has been working with students from the University of Waterloo as it relates to research and findings regarding attainable housing. This work was lead by municipal staff and the Town of Saugeen Shores Attainable Housing Task Force. The students are ready to share their findings and will do so through a virtual meeting hosted by the MIC and the Town of Saugeen Shores on April 6, 2021.

In addition to the student presentations, the Attainable Housing Task Force has requested the MIC support in facilitating next steps discussion surrounding the implementation of recommendations from the Saugeen Shores report, action items from Bruce County Housing report and learnings from the Planning students. The MIC's involvement in this discussion presents opportunities for all MIC member municipalities.

6) IT Partnership Review – applying for 100% of project to be funded through second intake of the Municipal Modernization Program

An application has been submitted by the MIC to intake 2 of the Municipal Modernization Program for a service review of all member municipality's IT solutions. This review will include:

- An assessment of current IT infrastructure (software, hardware, ISPs), consultancy services, and all associated costs
- The development of a desired future IT state for all member municipalities (upper and lower-tier) with gap analysis between current and future state for each municipality
- The development of a phased implementation plan including timeline, training needed by users and service providers, and associated costing of upgrades and personnel for each municipality to arrive at the desired future state
- The development of possible regional IT service delivery model(s) that consider shared IT staff, common core hardware and software solutions, standardized bulk purchase agreements for hardware and software, and associated costs to operate a regional model

The Municipal Innovation Council continues to meet virtually on a bi-monthly basis. The group and ongoing agenda items include project updates, partner updates and updates from the Innovation Officer. Minutes from the MIC meetings will continue to be forwarded to municipal clerks for inclusion in Council agenda packages as correspondence.

Thank you for your ongoing support.

Respectfully submitted,

Jessica Linthorne
Chair, Municipal Innovation Council
Director, Strategic Initiatives, Town of Saugeen Shores

Dave Shorey
Innovation Officer, Municipal Innovation Council