

AVICC AGM & Convention | April 24–26, 2026

What Elected Officials Need to Know: AI in Local Government

*Practical Tips on Strategy, Governance, Responsible AI
& Influencing How AI Gets Adopted*

“Shadow AI”: What It Is & What To Do About It

What It Is	Why It Happens	The Risks	What You Should Do
Unsanctioned use of AI tools	Easy. Useful. Accessible	Privacy. Accuracy. Accountability	Understand Guide & Govern

“ Many people are using generative AI without any training or understanding of how it works. ”

— Kareem Sadek, Partner & Emerging Tech Risk Leader, KPMG Canada

What Is Your Council Doing Today?

✓ YES

✗ NO

1 Our council has formally discussed AI.

2 We have an AI policy or guidelines in place.

3 Staff are already using AI tools day-to-day.

4 We know which AI tools staff are currently using.

5 A staff member or role is accountable for AI oversight.

6 We have identified low-risk AI starting points to explore.

Use this checklist as a starting point for your next council conversation about AI readiness.



Predictive AI

Learns from past data to forecast outcomes and classify information

- Spam filters
- Fraud detection
- Weather forecasting
- Recommendation engines

VS

★ TODAY'S FOCUS



Generative AI

Creates new content — text, images, code, summaries — from learned patterns

TOOLS YOUR STAFF MAY ALREADY HAVE

- Microsoft Copilot
- ChatGPT
- Claude

WHAT THEY CAN DO FOR YOUR MUNICIPALITY

- Summarize meetings
- Draft staff reports
- Research policy topics
- Digest email threads

The AI Adoption Continuum

What have you done in AI? | Six Stages of AI Adoption by Municipalities Across Canada

AI ADOPTION BUCKETS →



Source: "AI in Action – Powering Canada's Local Governments", 2025 MNP Municipal Report

BUT there are AI Policy Gaps in Local Government

49%

of municipalities have no AI policy – or aren't sure if they have one

(32% have no policy at all · 17% are unsure whether a policy exists)

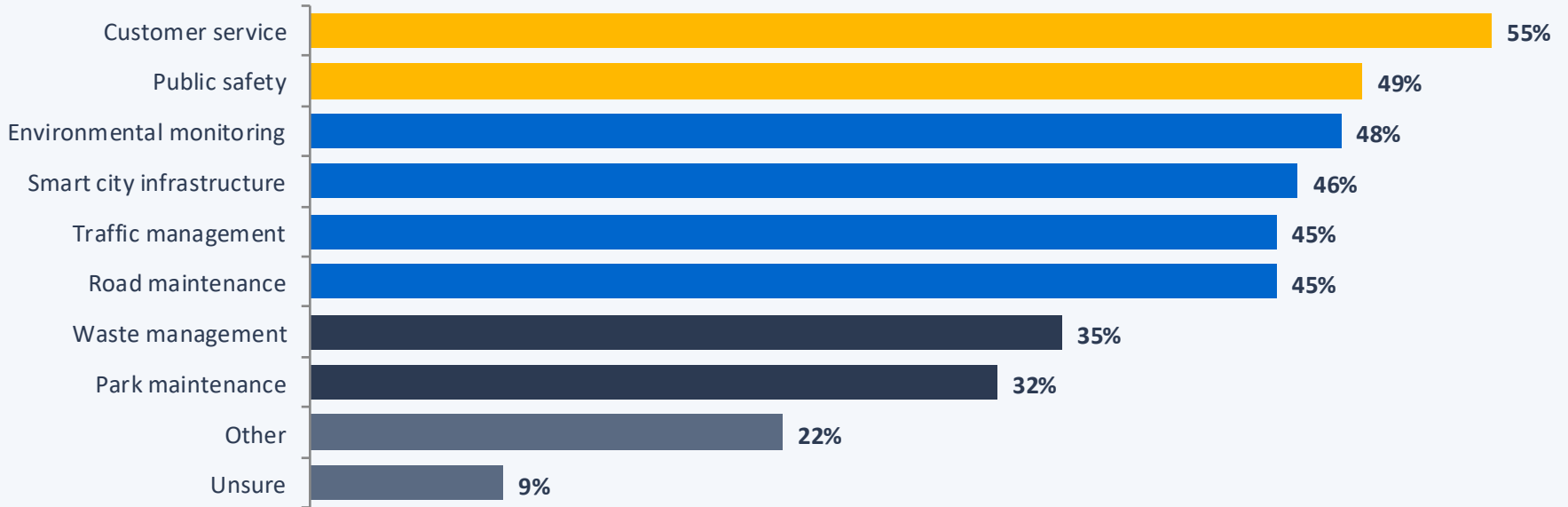
💡 Staff may already be using AI with no guardrails in place. The window to act is now.

Most Common Uses of AI in Canadian Municipalities

48% of municipalities now using AI

2x adoption since 2023

#1 Customer service — most common use



Source: "AI in Action – Powering Canada's Local Governments", 2025 MNP Municipal Report

At What Planning Stage Are You With AI?

Level 0 · No
Point of View

No awareness or alignment

Level 1 · Point of View

Clear opinion, no action

Level 2 · Readiness

Interested and ready to start

Level 3 · Plan

Initial plan and early governance

Level 4 · Strategy

Aligned roadmap with measurable value

Level 5 · Vision

AI is core to long-term strategy

Turn & Talk #1: Where Is Your Council Today?

 3 min

Turn to the person beside you — you don't need answers, just share where you're at.

1. What adoption bucket are you in? (A-F)
2. What planning level do you want to be at for 2026? (0-5)
3. What is the biggest challenge or risk of adopting AI?

We'll hear from a few volunteers after.

The Board's Role in AI

You don't need to be an AI expert. You need to be an AI leader.

01

Level of Knowledge



Understand the implications
(not the technology)

02

Ethics & Responsible Use



Govern AI the same way you govern data, privacy,
and cybersecurity.

03

Vision & Thinking Ahead



Look ahead, not just where you are today

04

Your Job as Leaders



Set direction and accountability

Is Your Organization Ready to Adopt AI Responsibly?

Six conditions that need to be in place.

Public Trust in Gen AI

Citizens trust how AI is used

Clear Policy Framework

Clear rules and accountability

Skilled Workforces

Staff know how to use AI responsibly

Progressive Org Culture & Leaders

Leadership champions responsible use

Access to Affordable Models

AI tools are accessible and practical

Collaborative Ecosystem

Learn from peers and shared standards

Three Questions Every Council Should Ask Before Saying Yes

 Six principles that define what responsible AI looks like in practice — for any organization adopting it.

PREVENT — Guard against these harms

Fairness

Bias and equitable outcomes

Protection

Privacy and data security

Explainability

Decisions can be understood

ENABLE — Strive for these outcomes

Inclusive

Accessible to all communities

Societally Beneficial

Creates public value

Job Positive

Supports and not replaces people

AI Use Case Prioritization Framework

Don't Reinvent the Wheel

COUNCIL

1

How ambitious do we want to be?

Sets the strategic ambition for AI adoption

STAFF EVALUATION PROCESS

2 Identify problems

3 Define impact

4 Learn from others**

5 Validate the approach

COUNCIL

6

Does it align with our criteria?

*Strategic fit · potential impact
effort · capability to execute*

AI Is the Dishwasher for Your Organization

Offload repetitive work so your team can focus on what matters.

Handles Low-Value Tasks

Repetitive work like summarizing, drafting, organizing is handled automatically

Frees Teams to Focus

Your people focus on decisions, not admin

Biggest ROI = Less Friction

The real value isn't big projects, it's removing everyday friction

What Does AI Actually Look Like in Municipal Work?

● LIVE DEMO · From Everyday Productivity → A Safe, Practical Use Case

01

Start Small

Everyday Copilot Use Inside Microsoft 365

- Summarizing long email threads
- Drafting and organizing information
- Turning discussion into decision-ready notes

This is where AI is already showing up in most organizations

02

Purpose
Built

Permit Application Assistant

- Answers common permit questions in plain language
- Uses published bylaws and shows its sources
- Supports staff — it does not make decisions

This is a demo to spark governance conversation, not a live municipal system.



Key Highlights from Today

Start with visibility. Add guardrails. Move with intention.

- 1** | **AI is already being used – with or without visibility**
The gap is not adoption. It's governance.
- 2** | **You don't need to be AI experts.**
Your role is to lead, ask questions, and set direction.
- 3** | **Start small, but start now.**
Simple use cases create momentum and build confidence.
- 4** | **Responsible AI is about guardrails**
Privacy, transparency, and accountability come first.
- 5** | **Bring this back to your next council conversation.**
Ask: Where are we today, and what needs to be in place next?

Five Questions Every Council Should Be Asking

1 Do we have a policy — even a simple one — for how staff use AI tools?

2 Do we know what AI tools are already being used in our organization?

3 Have we identified which uses are low-risk starting points vs. high-risk?

4 Is there a person or role accountable for AI oversight?

5 Are we building staff skills and digital literacy alongside adoption?

Thank You

Let's Keep the Conversation Going



Try the Permit Assistant Demo

Built using real municipal bylaws and public information

← *Scan to explore the demo*

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