
MEMORANDUM OF UNDERSTANDING

BACKGROUND

Economic development contributes to a region’s prosperity and resilience by attracting new businesses and new jobs. Municipalities participating in this initiative recognize that when applied cooperatively, regional economic development can be more successful and provide a better investment experience. A greater number of partners represent a more diverse set of economic opportunities and focus area locations. Being at the table, partners will have the ability to inform the development of the framework.

Collaborative Economic Development brings a new approach that will lead to a more cohesive, result oriented and globally competitive Edmonton Metropolitan Region.

This initiative creates a collaborative approach to economic development, jointly developed by a set of willing municipal partners located within the Edmonton Metropolitan Region. Collaborative Economic Development (CED) is intended to reduce red tape and advance borderless economic growth for participating municipalities across the Edmonton region. The intent of this MOU is to develop a framework for municipalities to improve the attraction of new non-residential investment and produce a model to directly share in the financial benefits.

Implementing this framework is NOT contemplated under this MOU and any projects would be considered to be a separate undertaking.

AIM

- The aim of this MOU is to set out broad guidance and terms of reference for a multi-partner approach to develop a framework for collaborative economic development.
- This MOU is not binding and is to be interpreted so as to enable cooperation to jointly develop a framework that will guide partner investment and net new revenue sharing based upon the six principles.

PARTNERS

The partners (the “Partners”) to this MOU are:

City of Beaumont	Town of Devon	City of Edmonton
City of Fort Saskatchewan	City of Leduc	Leduc County
Town of Morinville	Parkland County	City of Spruce Grove
City of St. Albert	Town of Stony Plain	Strathcona County
Sturgeon County		

SIX PRINCIPLES

Partner's agreeing to this MOU and any actions resulting from it are to be guided by the following principles:

1. Agree to share revenue proportionate to level-of-investment.
2. Prepared to invest in property outside of municipal boundaries.
3. All focus is on attraction and expansion of net new non-residential growth.
4. Build upon regional agreements surrounding economic development (e.g. Edmonton Global's target sectors).
5. All policies and processes in the focus areas will be analyzed and optimized whenever possible.
6. Participation is voluntary.

TERMS OF REFERENCE

- **GENERAL OUTLINE**

This collaborative initiative will be carried out in four phases:

- Phase One: Initiation and Project Management
- Phase Two: Analysis and Baseline Information
- Phase Three: Product Development Scenario Building
- Phase Four: Recommended Projects and Implementation Plan

- **GOVERNANCE**

- **OVERSIGHT COMMITTEE**

- The Oversight Committee will be a committee of the Mayors or alternates from each of the Partner municipalities.
- The Oversight Committee will report to their respective Councils.
- Unless otherwise delegated, the Councils of the Partners are the final decision-making authorities.

- **STEERING COMMITTEE**

- The Steering Committee will be a committee of Chief Administrative Officers or alternates from each of the Partner municipalities.
- The Steering Committee and Working Group established under the MOU will use a consensus approach to decision-making.

- **WORKING GROUP**

- A Working Group will be established under and report to the Steering Committee.
- Task forces may be established as determined by the Working Group, which will report to the Working Group.

- **FUNDING.** Costs associated with this initiative will be managed as follows:
 - **Framework Development Costs:** Costs under this MOU are exclusively for the analysis and design activities required to develop the CED framework (paper outputs). Existing staff capacity and expertise will be used as much as possible; however, if additional support is required, costs will be shared amongst the Partners as determined by the Oversight Committee.
 - **Implementation and Build Costs:** If a municipality wishes to participate in implementing and building a focus area under the CED framework, the participating Partners will enter into a separate agreement on a project by project basis that would detail all financial contributions for developing the identified focus areas.
- **ADMINISTRATIVE SUPPORT.** Partners will contribute to the administrative support for the initiative under this MOU as determined by the Oversight Committee.
- **COMMUNICATION AND INFORMATION SHARING.** Direct liaison and full disclosure of information among the Partners as required is authorized. All discussions and information-sharing is to be considered on a WITHOUT PREJUDICE basis unless determined otherwise by the Oversight Committee or that a mutually agreed upon decision is made by the respective Councils.
- **CONFIDENTIALITY.** Subject to the Freedom of Information and Protection of Privacy Act, RSA 2000, unless determined otherwise by the Oversight Committee, work done under the umbrella of this MOU is to be considered CONFIDENTIAL. The Oversight Committee is to routinely review the implementation of this provision with a view to ensuring appropriate public disclosure of information.
- **STAKEHOLDER AND PUBLIC ENGAGEMENT.** Notwithstanding the need for confidentiality, stakeholder and public engagement may from time-to-time be required. Such engagement will be determined in a mutually developed Communications Plan.

CONCLUSION

The success of this collaborative initiative under this MOU will require good faith on the part of each Partner. This Memorandum of Understanding represents a commitment to meaningful collaboration, focused on achieving mutual and regional benefit.

This Memorandum of Understanding approved by the signatory municipalities, effective this 12 day of April 2021.

For the City of Beaumont:

Original Signed
John Stewart

For the Town of Devon:

Original Signed
Ray Ralph

For the City of Edmonton:

Original Signed
Don Iveson

**For the City of Fort
Saskatchewan:**

Original Signed
Gale Katchur

For the City of Leduc:

Original Signed
Bob Young

For Leduc County:

Original Signed
Tanni Doblanko

For the Town of Morinville:

Original Signed
Barry Turner

For Parkland County:

Original Signed
Rod Shaigec

For the City of Spruce Grove:

Original Signed
Stuart Houston

For the City of St. Albert:

Original Signed
Cathy Heron

For the Town of Stony Plain:

Original Signed
William Choy

For Strathcona County:

Original Signed
Rod Frank

For Sturgeon County:

Original Signed
Alanna Hnatiw