



MEMORANDUM OF UNDERSTANDING

INTRODUCTION

Economic development contributes to a region's prosperity and resilience by attracting new businesses and new jobs. Jurisdictions 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 collaborators represent a more diverse set of economic opportunities.

Collaborative Economic Development (CED) introduces a model to support a cohesive, result oriented, and globally competitive approach to secure non-residential investments within the Edmonton Metropolitan Region. The implementation aims to strengthen our position in being investment ready, creates opportunities for collaboration, reduces red tape, and advances borderless economic growth for all participating jurisdictions. Furthermore, CED provides a means by which participating jurisdictions can share the financial benefits derived from net new non-residential investments outside of their municipalities boundaries that might not have otherwise been realized.

The signing of this non-binding MOU represents the implementation of CED. This MOU celebrates our continued progress in using tools and mechanisms that will facilitate collaboration across the region. The MOU also demonstrates our collective commitment to making the region more competitive and ready for investment.

AIM

1. Implement CED in 2025
2. Establish the CED membership
3. Formalize the CED Funding Commitments for implementation (see Appendix A)

COLLABORATORS

The collaborators (the "Collaborators") to this MOU are:

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

SIX PRINCIPLES

Collaborators 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
5. All processes in the CED projects will be analyzed and optimized whenever possible.
6. Participation in future CED projects is voluntary.

TERMS

1. **2-year term with automatic renewal** in accordance with Appendix A. After the Effective Date stated in this MOU, no new members will be allowed to join CED for the duration of the initial 2-year term to allow CED to launch and reach a steady state of operations. The CED Strategic Committee has the authority to lift this restriction at any time.
2. The attached Appendix is intended to form part of this MOU and may change from time to time as directed and approved by the CED Strategic and Operational Committees.
3. CED collaborators will make a 2-year funding commitment as part of the MOU. The funding will be used for:
 - a. Payment of CED Administration Fees
 - b. Payment of CED Tools hosting and maintenance
 - c. Payment of CED Tools updates
4. Collaborators will contribute to the operational support for the initiative under this MOU by participating on the CED Operational and Strategic committees.
5. The Collaborators agree to fund CED Implementation in accordance with the CED Funding Commitment Letter, a form of which is attached to this MOU as Appendix A.
6. Communication and information sharing protocols are contained in Appendix A.
7. Subject to the *Freedom of Information and Protection of Privacy Act*, RSA 2000, unless determined otherwise by the CED Strategic Committee, investments contemplated amongst participating municipalities and any work done under the umbrella of this MOU are to be considered CONFIDENTIAL. The CED Strategic Committee is to routinely review the implementation of this provision with a view to ensuring appropriate public disclosure of information.

CONCLUSION

CED requires the exercise of good faith by each Collaborator. This Memorandum of Understanding signifies a commitment from each Collaborator to work cooperatively and to achieve mutual and regional benefits for the Region.

Signed effective this XX day of XX, 2025

For the City of Beaumont:

For the Town of Devon:

For the City of Edmonton:

For the City of Fort Saskatchewan:

For the Town of Morinville:

For the City of St. Albert:

For the City of Leduc:

For Sturgeon County:

For the Town of Stony Plain:

For Leduc County:

For the City of Spruce Grove:

For Strathcona County:

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APPENDIX A - FUNDING COMMITMENT LETTER

The CED funding commitment is an important first step for implementation of the CED. All Collaborators are required to contribute to the administrative costs of funding CED. By signing this Funding Commitment Letter, the below noted Collaborators agree to the following terms:

Initial Funding Commitment

1. The initial funding commitment is for a two (2) year term (the "Term"), in the form of a non-reimbursable payment to the City of Edmonton, for the purpose of funding the cost of Administration and the payment of CED tools maintenance and tool hosting fees (the "Membership Fee").
2. For clarity, initial Membership Fees include two components:
 - a. \$12,000 per year for CED Tools hosting and maintenance to be divided equally among Collaborators. These fees will be paid in two parts: (i) \$[] due and payable on the MOU Effective Date, and (ii) \$[] due and payable on January 5th, 2026; and
 - b. Up to \$10,000 per year by each Collaborator for payment of administration costs, if pooled such costs are to be divided equally among the Collaborators. Administration costs will be incurred at the discretion and with the approval of the CED Strategic Committee.
3. The City of Edmonton will undertake the procurement of an Administrator as needed, acting in its capacity as a representative of the CED Operational Committee.

Ongoing Funding Commitment

1. The Term of this Funding Commitment Letter will automatically renew every two (2) years beginning January 1st, 2027, unless a formal letter of intent to leave CED is provided to the CED Strategic Committee by the Collaborator in accordance with the CED Governance Plan.
2. Membership Fees will be pooled and used to pay for costs associated with the CED and for no other purpose. Unallocated money from the pool will contribute to the next year's CED budget on a rolling basis.
3. Membership Fees will be assessed and set by the CED Operational Committee based on the CED budget and number of Collaborators, and will be subject to adjustment for inflation by the CED Operational Committee.
4. If a Collaborator leaves the CED prior to expiration of the Term, it will remain responsible for payment of any Membership Fees owing in the Term, and will not be entitled to a refund of any Membership Fees.
5. The Collaborator agrees to be held jointly and severally liable for any action that may arise against the City of Edmonton as a result of its role as representative of the CED Operational Committee.

The terms of this Funding Commitment Letter are hereby acknowledged and agreed to on this ____ day of _____, 202__.

Collaborator: _____

Per:

Title:

I am authorized to bind the Collaborator