

## Request for Decision

<b>Title</b>	<b>Memorandum of Understanding (MOU) to Support the Regional Transit Services Commission (RTSC)</b>
<b>Proposed Motion</b>	That Council authorize the Mayor to sign the non-binding Memorandum of Understanding and join the Regional Transit Services Transition Team.
<b>Administrative Recommendation</b>	Administration supports joining the Commission and benefiting from the regional knowledge as we plan future transit facilities in major residential or employment areas within the County.
<b>Previous Council Direction</b>	No previous decision.
<b>Report</b>	<p><u>Background Information</u></p> <ul style="list-style-type: none"> <li>• The Edmonton Metropolitan Region Board approved Terms of Reference for an Integrated Transportation and Transit System Working Group. <ul style="list-style-type: none"> <li>○ The Working Group will be a forum for sharing information about transportation and transit activities in the region, not necessarily related to the Board.</li> <li>○ As such, Working Group participation is optional, and the Group will not be making motions or decisions.</li> <li>○ The first meeting was June 29, 2018 in an informal information session to begin broader discussions on the formation of a regional transit system.</li> </ul> </li> <li>• The goal is to create a unified transit service in the Edmonton Metropolitan Region that delivers efficient and affordable transit service across our growing region.</li> <li>• Regional Commuter Service Implementation Plan (2016) includes three phases: <ul style="list-style-type: none"> <li>○ Phase 1: Governance Design (Completed with a MOU dated September 2017)</li> <li>○ Phase 2: Entity Establishment and Transition (1-2 years)</li> <li>○ Phase 3: Service Operation (1 year)</li> </ul> </li> <li>• St. Albert and Edmonton Mayors Cathy Heron and Don Iveson invited colleagues to join them as partners in their proposed Regional Transit Services Commission, offering a MOU that would have interested municipalities take part in the development of the model.</li> <li>• Currently there is no deadline for signing on to the MOU.</li> </ul>

- All regional municipalities have been invited to join and/or opt out at any time.
- On December 5, 2017, the Mayors of Edmonton and St. Albert wrote a letter to the Alberta Ministers of Transportation and Municipal Affairs requesting provincial support in creating a regional transit commission (Phase 2). On March 27, 2018, the Minister of Municipal Affairs approved funding of \$3.735 million allowing Phase 2 to proceed with the following mandate:
  - Outline the regulatory, technical, financial and operational framework of a Regional Transit Services Commission (RTSC) to serve the Metro Edmonton Region;
  - The parties acknowledge that any other municipality within the Metro Edmonton Region may agree to become a party to this MOU.
  - The RTSC will assume responsibility for service operation only after the municipal council of each party has approved the proposed bylaws of the RTSC and the Transit Services Transition Plan.
- All municipalities joining Phase 2, along with Edmonton and St. Albert, will appoint two elected representatives and may appoint up to two administrative representatives to a transition team, which will act as an interim Board of Directors of the RTSC until the coming into force of a provincial regulation creating the RTSC.
- We understand that as of August 16, 2018, Sturgeon County is the last municipality to respond, and a ceremonial signing is being planned for some time in October.

External Communication

- There has been no communication with residents regarding this scope of work.

Relevant Policy/Legislation/Practices:

- None.




**Implication of Administrative Recommendation**

Strategic Alignment:

**Strong Local Governance and Regional Leadership** – Sturgeon County’s involvement in the Commission will demonstrate our commitment to be a respected regional partner and establishing inter-municipal working agreements. In collaborative environments it is important to ensure a common vision and an understanding of the scope of work. This is easier when all parties come together collectively at the same time.

Organizational:

This scope of work and participation in a task force has not been previously contemplated in our workplans. Each party is expected to make reasonable accommodations to support the RTSC and cooperate in planning for the development of transit station sites for the RTSC’s use.

	<p>Joining the commission ensures Sturgeon County will have a voice in its design, governance, future direction and potential integration with County transit requirements.</p> <p><u>Financial:</u></p> <p>No direct funding is required to participate, and participation does not commit Sturgeon County to become a member of the Commission. Indirect costs to participate as part of the transition team include staff involvement.</p>
<p><b>Alternatives Considered</b></p>	<p>1. Opt in later. 2. Buy service from the Commission as an external party.</p>
<p><b>Implications of Alternatives</b></p>	<p><u>Strategic Alignment:</u></p> <ul style="list-style-type: none"> <li>Partnerships are developed at the speed of trust. To be a trusted regional partner we need to be present and contribute to the extent possible. If we are not participating, we need to be willing to value the efforts made in our absence and accept the outcomes.</li> </ul> <p><u>Organizational:</u></p> <ul style="list-style-type: none"> <li>Short term, the organizational impact would be reduced. The operational impacts of not participating in all three phases may be most obvious in phase 3 when we will have to accept the operational business model and build in our own transition plan to ensure our long-term transportation needs of our residents and work force are met.</li> </ul> <p><u>Financial:</u></p> <ul style="list-style-type: none"> <li>None.</li> </ul>
<p><b>Follow up Action</b></p>	<p>1. Provide notification of our intent to participate (Current &amp; Regional Planning, August 2018).</p>
<p><b>Attachment(s)</b></p>	<p>1. June 4, 2018 Invite Letter 2. Implementation Plan 3. Memorandum of Understanding</p>
<p><b>Report Reviewed by:</b></p>	<p> Susan Berry, Manager Community Services</p> <p> Scott MacDougall, General Manager Municipal Services</p> <p> Bill Minnes, County Commissioner-CAO</p>

## Strategic Alignment Checklist

**Vision:** Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.

**Mission:** Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.

Focus Areas	Not consistent	N/A	Consistent
<b>Strong Local Governance and Regional Leadership</b>			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Consistent with neighborhood role (see MDP), master plans, policies</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Considers fiscal stability and sustainability</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Has a positive impact on regional and sub-regional cooperation</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Respect the Natural Environment</b>			
<i>We acknowledge the importance of a healthy environment and will minimize and monitor our impact on ecosystems (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Compliance with Provincial and Federal regulations and/or legislation</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Ensure effective environmental risk management</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Community Identity &amp; Spirit</b>			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan, (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Promotes and/or enhances residents' identification with Sturgeon County</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Enhances service provision through community partnerships</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Supports Sturgeon County's cultural history</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Planned Growth and Prosperity</b>			
<i>We encourage varied and integrated enterprises that enhance our strong economic base, while balancing the needs of the community and natural environment. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Does the proposal align with the Integrated Regional Growth Strategy (map/policies) pg. 26 MDP</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Considers cumulative costs and long-term funding implications</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Targets growth around current or planned infrastructure</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Maintain and Enhance Strong Communities</b>			
<i>We are committed to a safe, secure community, where our residents are respected and provided with access to opportunities. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Positive impact on residents' quality of life</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Supports and promotes volunteer efforts</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Provides programs and services that are accessible to all residents</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Operational Excellence</b>			
<i>We have the organizational capability to deliver consistent and defined levels of service to all stakeholders in a professional, efficient, and cost effective manner</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Staff have the knowledge, skills and capability to perform their jobs</i></li> </ul>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Streamlines operational processes and policies</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Promotes engagement and professional interaction with stakeholders</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li><i>Considers a cost-structure which allows Sturgeon County to remain competitive within a regional, national and global context</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>