

MEMORANDUM OF UNDERSTANDING

Between

**VILLAGE OF INNISFREE
VILLAGE OF MANNVILLE
COUNTY OF MINBURN
TOWN OF VEGREVILLE**

With Respect To:

**DEVELOPMENT AND MANAGEMENT OF THE
CROSSROADS ECONOMIC DEVELOPMENT ALLIANCE**

October 20, 2023



This Memorandum of Understanding (hereinafter referred to as "MOU") is made by and between Village of Innisfree, the Village of Mannville, the County of Minburn, and the Town of Vegreville. (collectively the "Parties").

WHEREAS, the Parties, in recognition of the substantial regional economic activity that is dependent upon inter-community cooperation, have established a relationship based on mutual interests; and

WHEREAS, the Parties share the objective of creating a local economic development agency within the region to help attract, retain, and expand business in the region; and

WHEREAS the Parties' new economic development agency will be known as Crossroads Economic Development Alliance (Crossroads); and

WHEREAS the Parties recognize:

- the overall importance of the economic relationships within the Crossroads region, its businesses and between the Parties;
- the advantages derived from strengthening and broadening key local economic sectors and seeking new investment to capitalize on specific business opportunities;
- the significance of working together to attract retain and train a skilled and modern workforce to meet the needs of the local economy;
- the value of close cooperation and consultations between the Parties on economic development issues to ensure open lines of communication and sharing of best practices;
- the importance of working together and in concert with their respective provincial and federal governments in matters of economic significance.

NOW THEREFORE, the Parties, in the spirit of promoting closer relationships, intend to further support and work cooperatively within the boundaries of existing laws and treaties in their respective jurisdictions on issues and projects as set forth below.

BACKGROUND

Crossroads is headed by committee that was formed to 'explore' a long term regional economic development partnership. It is comprised of the Village of Innisfree, the Village of Mannville, the County of Minburn, and the Town of Vegreville.

Crossroads is presently funded a Government of Alberta grant program: The Alberta Community Partnership (ACP). This program has eliminated the need for immediate municipal funding, allowing Crossroads to explore the viability and potential of this regional economy development partnership while putting no present onus on municipal taxpayers.

PURPOSE

Crossroads is managing a Regional Economic Development Framework 2023-24 that includes several sub projects. These projects will help Crossroads consider whether to hire and manage a contracted Regional Economic Development Officer (EDO) in 2025. If this trial regional economic development

effort in 2023-24 is deemed successful by the Parties, Crossroads will develop a long-term operation strategy for 2025 and beyond.

Beyond exploring the viability and potential of this regional economy development partnership, Crossroads wants to identify, plan, and manage or advocate projects and initiatives that will:

- Retain local businesses and workers
- Attract new businesses and workers
- Help businesses and workers with Covid 19 after effects and plan for future instances of regional economic disruption
- Help create a long-term relationship between businesses, government, educational institutions, workers, and stakeholders to foster regional economic development

GOVERNANCE

Crossroads Economic Development Alliance will be managed by the Crossroads Committee. The Committee will be comprised of four voting members and one non-voting members:

- One representative from each of the four voting Parties:
 - Village of Innisfree
 - Village of Mannville
 - County of Minburn
 - Town of Vegreville
- One resource advisory representee from each of the non-voting Parties:
 - Alberta HUB

Votes must be unanimous between the four voting parties to pass.

The Crossroads Committee will be empowered to make decisions regarding the hiring and management of the Economic Development Consultant (the EDC contract will be administered by Outlook Market Research & Consulting until December 31, 2024), and the projects that Crossroads undertakes. When projects or activities are proposed that require additional funding beyond the budget ancillary costs, Committee members will return to their respective municipal Councils for approval.

The Committee can change its make-up at any time, or once they know if the regional economic development partnership continues past the December 31, 2024.

The Committee will meet virtually, and the time burden will not be onerous.

ROLES, RESPONSIBILITIES, AND COMMUNICATIONS

- Crossroads Committee members will report directly to their Council & CAO on committee work and projects.
- Monthly reports from contractors (and the eventual EDO) will be made available to the Committee, CAO's and Council.
- The County of Minburn will administer the ACP grant for the Regional Economic Development Framework.

- An assessment of the success of this trial regional economic development initiative will be done by November 30, 2024, in order to determine if there is a path forward to continue the partnership.

FUNDING

Preliminary Crossroads is funded through a Government of Alberta grant program: The Alberta Community Partnership program (ACP). This program has significantly eliminated the need for immediate municipal funding, allowing Crossroads to explore the viability and potential of this regional economy development partnership while putting no onus on municipal taxpayers.

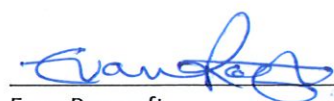
The ACP grant provides \$187,000 of funding to the Crossroads initiative. The Regional Economic Development Framework is broken into four areas, all which will be administered by Outlook Market Research & Consulting:

\$112,000:	Business Retention Expansion (BRE) project and Regional Economic Development Committee Set-Up project
\$60,000:	Economic Development Consultant (EDC) contract
\$5,000:	EDC travel and communications costs
\$10,000:	Economic development project TBD

Although unlikely, any additional funding beyond the Regional Economic Development Framework budget for ancillary costs required by Crossroads will be divided between the four Parties equally. The Alliance's voting members/elected representatives would first have to approve any additional funding needs prior to requesting said funds from their respective Councils.

IN WITNESS THEREOF, this MOU is signed by duly authorized representatives of the Parties effective this 20th day of 2023. October, 2023

Signed on behalf of the Village of Innisfree as represented by:



Evan Raycraft
Mayor, Village of Innisfree

October 20, 2023

Signed on behalf of the Village of Mannville as represented by:



Jocelyne Lanovaz
Councillor, Village of Mannville

October 20, 2023

Date

Signed on behalf of the County of Minburn as represented by:



Joey Nafziger
Councillor, County of Minburn

October 20, 2023

Date

Signed on behalf of the Town of Vegreville as represented by:



Tim MacPhee
Mayor, Town of Vegreville

OCT 20/23

Date