

# Collaboration Agreement

WHEREAS pursuant to a Memorandum of Understanding dated June 18, 2012, the parties agreed to develop a framework for working together in a manner characterized by consultation, collaboration, accountability and mutual respect;

AND WHEREAS pursuant to a Framework Agreement for Charters dated October 7, 2014, the parties agreed to ongoing collaboration and establishing a process for facilitating regular meetings that will promote strong working interaction on legislative and policy matters, initiatives which impact each other and a process for resolving disputes;

AND WHEREAS the parties have established working tables for Charter development and policy and planning groups for ongoing collaboration in three specific areas of mutual interests and wish to define their mandates, composition, relationships and other matters.

## **1. Scope**

### 1.1 General scope

The three parties will work together to identify emerging issues that warrant a coordinated response, and will seek to align and optimize resources to meet common outcomes. The governments will commit to engage one another when possible on changes to legislation, programs, policies, alignment of funding, and other initiatives that may impact the other party. They will commit to coordinate advocacy with the federal government to provide perspectives on how federal policies can be best delivered at provincial and city levels.

### 1.2 City Charters planning table

There is hereby established the Elected Officials Group, which shall consist of the persons holding the following positions:

- (a) Minister of Municipal Affairs
- (b) Minister of Treasury Board and Finance
- (c) Mayor of The City of Calgary; and
- (d) Mayor of the City of Edmonton

Subsequent to the enactment of Charters the Elected Officials Group, supported by administration, shall continue as a liaison forum between the elected decision making bodies of the parties in respect of ongoing and emerging issues from the implementation of Charters as well as to oversee and coordinate the work of the policy and planning tables.

### 1.3 Policy and planning tables

Three initial policy and planning tables are to be established (Environment and Climate change; Social; Transportation). Sub-tables may be created to address specific topics as parties see fit. Furthermore, this does not preclude additional policy and planning tables from being formed as issues of mutual interest emerge.

## **2. Terms of the agreement**

### 2.1 Membership

Each party will identify the most appropriate department or ministry representatives for membership on each of the policy and planning tables. Each party will bear its own costs, and provide the necessary staff and resources.

At least once per year, the Elected Officials Group will meet to review the progress and discuss current and emerging priorities for collaboration. This process will be supported by the Deputy Minister of Municipal Affairs and Chief Administrative Officer from each City.

### 2.2 Deliverables

Each policy and planning table will develop an annual work plan outlining its priorities, and an annual report to be submitted to the respective Minister, mayors, and the public. A Terms of Reference will be established by each table to determine the frequency of meetings, identify members, and clearly articulate roles, responsibilities, and expectations of each member.

### 2.3 Amendments

The agreement may be amended or changed by written mutual agreement – for example, adding or changing Policy and Planning Tables and their work.

### 2.4 Managing disagreements

Specific areas of disagreement will not preclude parties from advancing the broader interests embedded in the partnership, nor preclude bilateral agreements.

2.5 Evaluation

This agreement will be evaluated after one year, and adjustments will be proposed pending consensus among the parties based on lessons learned.

2.6 Termination

This Collaboration Agreement is intended to remain in force indefinitely. Any party may withdraw from this agreement by providing 60 days advance written notice to the other parties, and completing any outstanding work and/or reporting.

IN WITNESS WHEREOF this Agreement has been duly executed by the Parties this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
His Worship Naheed K. Nenshi  
Mayor of Calgary

\_\_\_\_\_  
His Worship Don Iveson  
Mayor of Edmonton

\_\_\_\_\_  
Hon. Shaye Anderson  
Minister of Municipal Affairs

\_\_\_\_\_  
Hon. Joe Ceci  
President of Treasury Board  
Minister of Finance