

MEMORANDUM OF UNDERSTANDING

Made effective as of the 24th day of October, 2021. *2022 CA*

BETWEEN:

CORPORATION OF THE COUNTY OF BRUCE

("Bruce County")

- and -

CORPORATION OF THE MUNICIPALITY OF NORTHERN BRUCE PENINSULA

("Northern Bruce Peninsula")

WHEREAS:

- A. Bruce County and Northern Bruce Peninsula are each currently engaged in providing economic development services and activities that aim to improve the quality life of the citizens within the county.
- B. Bruce County has a mission to provide workforce, community, and business development services to ensure that the County's attraction value remains high, that it is positioned towards growth, and that opportunities exist for visitors, residents, and businesses. Northern Bruce Peninsula has a similar goal to promote a strong and resilient economy.
- C. Bruce County and Northern Bruce Peninsula are interested in collaborating more formally through the development of a short-term economic development staff process.

NOW THEREFORE, the Parties have agreed to enter this Memorandum of Understanding ("MOU") to confirm their mutual interest in collaborating on economic development staffing and have set out their mutual understanding of these interests as follows:

1. Purpose

In absence of specific human resources in Northern Bruce Peninsula, Bruce County intends to provide support during the transition period. This support will involve the provision of human resources to support specific economic development projects within Northern Bruce Peninsula. Given the cross-over of many economic development projects within the County, the parties recognize the benefits to be derived from the collaborative activities and sharing of resources and services. The outcome will result in the hiring of the Regional Support Economic

Development Coordinator, who will designate two (2) days a week to supporting Northern Bruce Peninsula's Economic Activity.

2. Priorities and Actions

It is the intention of this agreement that a range of activities and programming based on the various economic development strategies and projects being undertaken by the partners. Each area of collaborative activity will be subject to the availability of funds, personnel, and other resources subject to the applicable policies and procedures of the parties.

Projects involved in this agreement will include, but not be limited to:

- Redevelopment of the municipal Community Improvement Plan;
- Support the ongoing Downtown Revitalization project, including grant administration for Northern Bruce Peninsula;
- Create a framework for the development of a new Economic Development Strategic Plan for the municipality of Northern Bruce Peninsula;
- Support for hiring of a resource by Northern Bruce Peninsula;

It is expected that other projects may become a priority during this agreement, which if mutually agreed to by both parties will be included.

It is expected that the final two months of this agreement will include the additional following actions will be undertaken:

- Capacity development and training for Northern Bruce Peninsula staff related to economic development program;
- Development of a formal transition/succession plan for programs being undertaken.

3. Terms and Termination

The parties undertake this specific for collaboration for a period of six (6) months beginning on the hiring of the Regional Support Economic Development Coordinator. Renewals will be based on need and available budget but may be considered.

Any party may terminate its participation in this MOU by providing 30 days' notice in writing. It should be acknowledged that termination of this MOU does not preclude other collaborative efforts occurring within the County.

4. Communications Expectations

It is expected that ongoing communications will occur between administration at Bruce County and Northern Bruce Peninsula. More formally, at a minimum the following will occur:

- Formal update on projects in writing from the Regional Support Economic Development Coordinator to the Chief Administrative Officer of Northern Bruce Peninsula
- Support, or Lead if applicable, reports to municipal council on topics related to economic development, at request of the Chief Administrative Officer for Northern Bruce Peninsula
- A formal transition plan for any ongoing projects at the end of this process.

5. Confidentiality

During the activities under this MOU, it may be necessary for parties to disclose Confidential Information. Unless otherwise expressly permitted, information not generally available to the public will not be disclosed by another party. All Information will be subject to the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.

6. General Terms

- (1) The parties expressly acknowledge and agree that this MOU is not intended to be a legally binding agreement and is not enforceable by law or otherwise.
- (2) This MOU has been entered into by the Parties to establish a starting point for further future collaboration, and to continue developing existing collaborative projects.
- (3) Nothing contained within this MOU shall establish any form of exclusive relationships between the Parties. Nothing should preclude any Party from entering into similar agreements with third parties to conduct similar activities.

IN WITNESS WHEREOF, the parties have executed this MOU by authorized representatives of the Party on the date shown opposite their respective names and signatures.

BRUCE COUNTY

By: Claire Dodds Date: October 24, 2022

Name: Claire Dodds

Title: Director of Planning & Development, County of Bruce

NORTHERN BRUCE PENINSULA

By:  Date: October 11, 2022

Name: Milt McIver

Title: Mayor