

COUNCIL REQUEST FOR DECISION

MEETING DATE: April 14, 2025

SUBMITTED BY: Mike Pieters, GM, Infrastructure & Planning

PREPARED BY: Mike Pieters, GM, Infrastructure & Planning

REPORT TITLE: EIA Shuttle Cost Sharing Agreement

EXECUTIVE SUMMARY

The current cost sharing agreement between City of Leduc, Leduc County and Edmonton International Airport (EIA) was approved June 30, 2017 as part of the Airport Accord. The Airport Accord Board has not met since early 2022 and the parties have agreed to move the agreement outside of the Airport Accord governance structure in order to update the terms and change the governance of the agreement to be under the administration of the three parties.

RECOMMENDATION

That Council approve the Edmonton International Airport Shuttle Cost Share Agreement, provided as an attachment to the April 14, 2025 report, entitled "EIA Shuttle Cost Sharing Agreement".

COUNCIL HISTORY

The current cost sharing agreement between City of Leduc, Leduc County and Edmonton International Airport (EIA) was approved June 30, 2017 as part of the Airport Accord. In the agreement the cost of the operation of the EIA Shuttle is shared equally between the City of Leduc and Leduc County. The EIA is responsible for managing the operation of the shuttle and funding of all capital costs

BACKGROUND / RATIONALE

The Airport Accord Board has not met since early 2022 and the parties have agreed to move the agreement outside of the Airport Accord governance structure in order to update the terms and change the governance of the agreement to be under the administration of the three parties.

In the revised agreement the funding responsibilities remain the same however there were some key changes made:

1. Requirement for EIA to provide budget information in advance of our budget preparations for Council approval
2. A defined agreement term of three years
3. Ability to terminate with six months' notice

STRATEGIC / RELEVANT PLANS ALIGNMENT

This agreement aligns with Goal 4 of the City of Leduc 2023-2026 Strategic Plan to be a collaborative community builder and regional partner.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

The City's Manager, Public Transportation, will be responsible for liaising with EIA and ensuring required information is provided to the other two partners as required by the agreement

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RISK ANALYSIS: FINANCIAL / LEGAL:

This is an ongoing agreement; however, we have reduced risk by setting terms with respect to length and termination of contract. The agreement also specifies timelines for the provision of budget figures so that more accurate information can be considered by Council as part of the budget process

ALTERNATIVES:

Council may choose to not approve the agreement, in which case we will continue to operate under the old agreement as administered by the Airport Accord Board.

ATTACHMENTS

Edmonton International Airport Shuttle Cost Share Agreement