

Memorandum of Understanding

-between-

Halifax Regional Trails Association and Halifax Regional Municipality Trail Staff

This memorandum of understanding made this day of July __, 2013 by and between Halifax Regional Trails Association and Halifax Regional Municipality Regional Trail Staff regarding the planning, construction, maintenance and promotion of trails and greenways in the HRM during the 2013 2014 construction season.

Partner 1 (Halifax Regional Trails Association) and Partner 2 (Halifax Regional Municipality Trail Staff) have agreed to work on cooperation to plan, build ,maintain and recapitalize as many trail phases as possible with the funding that has been allocated to the Community Active Transportation Envelope in 2013 -2014. In addition both partners agree to maintain as many of the trails that are managed within the HRTA Maintenance Agreement in cooperation with HRM Municipal Operations. Partners 1 & 2 desire to enter into this Memorandum setting out the terms, conditions and services to be provided by such understanding and collaboration on the project below:

Mission:

The mission of the memorandum is to provide the framework for the 2013 2014 Trail and greenway projects and provide "big picture" focus and direction for ways to move forward in the upcoming year and years to come.

Cooperation:

The project descriptions are outlined by each participating group in their 2013/14 proposals for Capital, Re-capitalization and Maintenance. At the time of the signing of this MOU, each participating group has a copy of their 13/14 HRM funding letter, a summary of HRM funding from previous years, a summary of 13/14 partner funding and a brief outline of some of the expectations for the season. If any change has taken place since the time of the writing of the proposal in September 2012 and the signing on this memorandum an amendment needs to be submitted to Trail Staff at Trails Office, 54 Locks Road, Dartmouth B2X 2W7. If the project description stays the same, then all participants will attempt to provide the plan or phase of the greenway or trail work as outlined in the proposal description.

Resources:

Partner 1 (Halifax Regional Trails Association) will provide the following:

- Adherence to the terms and conditions of the Best Practices for Regional Trails. The Memorandum of Understanding (MOU) and best practices outline will be available on the HRTA web site: www.hrta.ca. The best practices outline will provide community trail groups with the

information they need to go forward as trail builders. New groups can be referred to the web site for updates on information. It has often come to our attention as staff that some member groups from the various trails organization are unfamiliar with the practices. Staff hopes that this information on the web site will be available for the use of all group's members.

- Assistance early in the year to provide feedback on groups unable to spend money and direction on how to re-allocate funds to trail groups who are able to spend funding in 2013-14
- Big picture planning and direction to assist in the development of the best network of greenways possible in the HRM .
- Openness to broaden its mandate to grow and evolve as the HRM Council's voice for trails.

Partner 2 (HRM Regional Trails Staff)

- Information, where possible, about the direction that HRM is taking with regard to Trails and Greenway development in HRM.
- Information, where possible about Active Transportation Policy and Regional Planning Policy as it relates to trails and greenways
- Information in group sessions as needed. Some of the following topics are suggested: Writing request for proposals (RFP) for concept planning, community consultation, detailed design, signage planning and implementation.
- Information about HRM procurement policy as it become available and how to access information about HRM Standing offers and the Nova Scotia Procurement web site

Funding:

Funding is allocated in 2013/14 as per the attached funding sheet

Halifax Regional Trails Association

Date: _____

John Hawkins, Chair

Halifax Regional Trail Staff

Date: _____

Paul Euloth, Coordinator