



Acheson Industrial Park Transit Implementation Committee Terms of Reference

Purpose:

To make recommendations to Council regarding the implementation for transit service for the Acheson Industrial Park in Parkland County

Legislative Authority:

Municipal Government Act

The Committee Reports to:

Council

Membership:

The committee will be comprised of:

- One (1) elected official from Parkland County Council
- One (1) member from the Acheson Business Association
- Three (3) representatives from private Acheson businesses

Term of Office

Council member and alternate appointed annually at the organizational meeting. Acheson Business Association and private Acheson business representatives are appointed for a term of two (2) years.

Chairmanship:

Chairmanship will be for one (1) year with a maximum of two (2) years. The chairmanship will be selected by the committee members on an annual basis.

Meetings:

1. Meetings will be held not less than once every two (2) months.
2. A quorum of the committee shall be the majority of members.
3. Decisions are to be encouraged by consensus. If a vote is required on any question, all members in attendance, including the Council representative, shall vote.
4. Minutes from all meetings of the Committee shall be kept by the County employee acting as recording secretary.

Background and Purpose:

The Acheson Industrial Park Transit Implementation Committee has been commissioned by Parkland County to determine a strategy for the implementation of a transit service for the Acheson industrial area.



Acheson Business Park is a growing industrial park located in Parkland County between the City of Spruce Grove and The City of Edmonton along Highway 60. The area encompasses over 16 square miles of land and currently employs approximately 5,000 people. Considering the current availability of land for new development, the number of new employees will dramatically expand in the future.

The Committee will make recommendations to Council regarding the implementation of a transit service for the Acheson industrial area.

Roles and Responsibilities:

1. Review the existing data and previous feasibility studies.
2. Develop a strategy to implement transit services to the Acheson Industrial Park.
3. Present a transit implementation plan to Council.

The Committee will continue to meet until an acceptable transit implementation plan is presented to Council.

Administrative Responsibility:

Chief Administrative Officer

Administrative Liaison:

General Manager, Infrastructure Services. In addition to the General Manager of Infrastructure Services, the Committee may utilize the expertise of various external resources. These resources will be brought into the committee discussions as required and as available.