

Eastern Ontario Leadership Council  
Regional Commuter Transit Pilot

**OPERATING AGREEMENT**

Between:  
Town of Prescott  
Township of Augusta  
Township of Edwardsburgh Cardinal  
And  
City of Brockville

Date: August 13, 2021

**Purpose of the Operating Agreement:** The purpose of this operating agreement is to set out working arrangements for the 4 municipalities to implement the regional transit pilot project effectively and efficiently.

**Administration coordination structure:**

- CAO Steering Committee
- Operational Committee
- Marketing and Promotional Support

**Timeline of Pilot:** to be launched the week of August 30, 2021.

**Boundaries of Pilot:** Google draft route map attached. Formal map to be attached once route is finalized.

**Funding Sources:**

- Eastern Ontario Leadership Council (EOLC).
- Town of Prescott.
- Township of Augusta.
- Township of Edwardsburgh Cardinal (to upset limit of \$10,000).
- City of Brockville – in kind services.
- User Fees will be collected to off set the operational expenses.

Town of Prescott is the signing authority for the EOLC application.

Township of Augusta and Township of Edwardsburgh Cardinal will send their financial contribution to the Town of Prescott.

The City of Brockville will send transit user fees and expenses to the Town of Prescott.

**City of Brockville will provide the following in kind services:**

- Access and coordination of existing transit infrastructure (buses, staffing, routes, scheduling, etc.)
- Ongoing review of routes and collection of transit data.
- Provide monthly invoices to the Town of Prescott.

All Parties agree to participate in completing the reporting requirements for the EOLC grant.

Data collected throughout this pilot can be used by any of the Parties to make an application to the Federal Gas Tax program for a permanent transit service.

**Municipal Partners Signature Page**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

CITY OF BROCKVILLE

by its authorized signatories:

\_\_\_\_\_  
City Manager, City of Brockville

\_\_\_\_\_  
Director of Operations, City of Brockville

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

TOWN OF PRESCOTT

by its authorized signatories:

\_\_\_\_\_

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Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

TOWNSHIP OF AUGUSTA

by its authorized signatories:

\_\_\_\_\_

\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

TOWNSHIP OF EDWARDSBURGH CARDINAL

by its authorized signatories:

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