



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

AR99391

Dear Chief Elected Officials and Chief Administrative Officers:

I am writing regarding a potential opportunity for municipal officials and representatives to meet with the Honourable Kaycee Madu, Minister of Municipal Affairs, at the 2020 spring Rural Municipalities of Alberta convention and trade show, scheduled from March 16 to 18, 2020, at the Edmonton Convention Centre.

Should the municipality you represent want to meet with Minister Madu at the 2020 spring convention, I invite you to submit a request to Heather Goralski, Stakeholder Relations Analyst, Municipal Affairs, at MA.MSLEngagementGroup@gov.ab.ca, on or before **Friday, January 17, 2020**.

In your meeting request, please be sure to include two to three specific policy items or issues you would like to discuss with the Minister, as well as an estimate of how many people will attend the meeting on behalf of your municipality. In order to plan effectively for the Minister's time at the convention, we will not be able to consider requests that arrive past January 17 or honour requests that do not specifically include agenda items for discussions, including a brief description of each item.

We generally receive more requests to meet with the Minister than can be reasonably accommodated over the course of the convention; therefore, to ensure suitable consideration of requests, municipalities should be mindful of the following criteria:

- Municipalities we did not meet with at the November RMA convention will be given priority.
- Policy items or issues directly relevant to the Minister of Municipal Affairs and the department will be given priority.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year; therefore, priority will be given to requests from municipalities at a distance from Edmonton.

Meeting times with the Minister are scheduled for approximately 20 minutes per municipality. This will allow the Minister the opportunity to engage with as many municipalities as possible.

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All municipalities submitting meeting requests will be notified two to three weeks prior to the convention as to the status of their request.

Our ministry will make every effort to find alternative opportunities throughout the remainder of the year for those municipalities we are unable to accommodate during the spring convention.

Sincerely yours,

A handwritten signature in blue ink, consisting of a stylized 'B' followed by a long horizontal stroke.

Bill Bewick, Ph.D.
Chief of Staff
Office of Kaycee Madu, Minister of Municipal Affairs