

Jennifer Thompson

From: MA Engagement Team <ma.engagement@gov.ab.ca>
Sent: January 22, 2024 1:59 PM
To: MA Engagement Team
Subject: Meeting request with Minister McIver – ABmunis Spring Municipal Leaders Caucus 2024

Dear Chief Administrative Officer:

I am writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2024 Alberta Municipalities (ABmunis) Spring Municipal Leaders Caucus (SMLC), scheduled to take place at The Westin Edmonton (10135 100 Street NW, Edmonton AB T5J0N7) from March 14-15, 2024. These meetings will be in person at the Westin Edmonton, as scheduling permits.

Should your council wish to meet with Minister McIver during the SMLC, please submit a request by email with potential topics for discussion to ma.engagement@gov.ab.ca no later than February 5, 2024.

We generally receive more requests than can be reasonably accommodated over the course of the SMLC. Requests which meet the following criteria will be given priority for meetings during the SMLC:

- Municipalities that identify up to three discussion topics related to policies or issues directly relevant to the Minister of Municipal Affairs and the department.
 - It is highly recommended to provide details on the discussion topics.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with whom Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the SMLC.

Meeting times with the Minister are scheduled for approximately 15 minutes. This allows the Minister to engage with as many councils as possible. All municipalities that submit meeting requests will be notified at least two weeks prior to the SMLC as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for municipalities the Minister is unable to accommodate during the SMLC.

Engagement Team
Municipal Services Division
Municipal Affairs

 Alberta Municipal Affairs

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