## **MEMBER REQUEST FOR DECISION**

## **SPRING MUNICIPAL LEADERS’ CAUCUS**

## 

## **DATE:**

## xxxx

## **TOPIC:**

## [Briefly identify the topic of the RFD]

## **RECOMMENDATION:**

[Explain the action or request that you are proposing that Alberta Municipalities members support. Typically, actions include asking Alberta Municipalities to take advocacy action on an issue or to investigate a municipal challenge.

To present the RFD at Municipal Leaders’ Caucus, the RFD must be endorsed by Council and worded as such (see below). Additionally, a representative from your Council must attend the Municipal Leaders’ Caucus to speak to the RFD.]

“The Council from the City/Town/Village/Summer Village of \_\_\_\_\_\_\_\_ requests that the Alberta Municipalities Board \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.”

## **BACKGROUND:**

[Provide background information on the issue or opportunity.

The background should include:

* How the issue affects Alberta Municipalities members throughout the province.
* How the Alberta Municipalities can add value to the issue.
* Any connections to government legislation and policies and/or Alberta Municipalities initiatives or projects.

The RFD including the background should no longer than 2 pages. An additional enclosure can be provided for further background but should also be no longer than an additional 2 pages. Links to further reading can also be included.]

## **ENCLOSURES:**

[List each one but refrain from lengthy enclosures or say “None”.]