



Town of High Level
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December 12, 2018

Greg Rycroft
Mayor
Town of Manning
Box 125
Manning, AB
ToH 2Mo

RE: Invitation to become an Associate Member of Northwest Species at Risk Committee

Dear Mayor Rycroft:

Northwest Species at Risk Committee (NWSAR) would like to thank the Town of Manning for their continuing support to NWSAR, as one of our Voting Members.

During our last meeting on December 4, 2018 the Town of Manning's financial support letter, dated October 29, 2018 was discussed. While NWSAR does not want to see the Town of Manning leave NWSAR; without contributing the same financial commitment as our other Voting members, we are unable to keep the current membership structure.

Instead, **Motion 18-12-003** was **CARRIED** for NWSAR to extend Associate Membership to the Town of Manning for a \$1,000 (one-thousand dollar) annual fee. Associate members are welcome to attend all NWSAR meetings and partake in discussions, but cannot participate in the decision-making process.

During our last meeting, we also made some changes to our Terms of Reference including the addition of all Associate member logos on our communications materials moving forwards. Please see the attached Terms of Reference for more information.



Please advise us on your decision at your earliest convenience, and we will provide you with an invoice should the Town of Manning choose to accept Associate Membership of NWSAR.

If you have any questions or concerns, please do not hesitate to contact us or our administration – please see the attached contact information table.

Yours Sincerely,



Lisa Wardley
Chair, NWSAR
Councillor, Mackenzie County



Crystal McAteer
Vice Chair, NWSAR
Mayor, Town of High Level

cc: Northwest Species at Risk Committee

