

## Karine Keys

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**From:** Exec. Assistant on behalf of Dan Rude <EA\_DRude@abmunis.ca>  
**Sent:** December 3, 2024 2:32 PM  
**To:** Karine Keys  
**Subject:** Opportunity to Serve on the AMSC Board  
**Attachments:** AMSC Board Expression of Interest Forms - Member Representative.docx; 2025 AMSC Board Competency Matrix.docx; AMSC Board Member Profile - Member Representative Director.pdf

Good Afternoon,

This message is being sent to Elected Officials and CAOs of Regular, Associate Members in good standing. Please feel free to share this opportunity with other qualified senior staff in your organization.

### **Background – Alberta Municipal Services Corporation (AMSC) Board of Directors**

In 2024, the Association of Alberta Municipalities (ABmunis), as the sole shareholder of AMSC (our Business Corporation), made changes to the Board's composition. Going forward, up to a maximum of 2 member representatives from our Regular, Associate and Reduced Members will be appointed to the AMSC Board of Directors. Eligibility extends to Elected Officials and Administration from our Regular, Associate and Reduced Members in good standing. Accordingly, ABmunis is seeking Member Representatives from participating municipalities to join the AMSC Board of Directors. Please see the attached role profile for more information.

Through its wholly-owned subsidiary, the Alberta Municipal Services Corporation (AMSC), ABmunis offers a variety of solutions-based services to meet the needs of municipalities, including:

- Property and casualty insurance
- Pension and savings plans for municipal staff and elected officials
- Employee benefit services
- Utilities (electricity and natural gas)
- Short-term investment options
- Municipal Change Climate Action Centre (MCCAC)
- Clean Energy Improvement Program (CEIP)

Additionally, AMSC monitors and influences government legislation, programs, and policies affecting these services, helping municipalities stay informed about business trends and best practices to enhance local governance.

### **Eligibility Requirements**

To be appointed as a member of the Board of Directors, candidates must be at least 18 years old and their municipality, Not for Profit, or Community Related Organization must subscribe to at least one AMSC service (e.g., Insurance, Benefits, Energy, Retirement Services, CEIP).

### **Required Documents**

Interested individuals must complete and submit the following:

- Expression of Interest
- AMSC Competency Matrix
- Resume

Please return the completed documents by end of day December 16, 2024, directly to Rosa Bruno at [rosa@abmunis.ca](mailto:rosa@abmunis.ca). Eligible candidates will be interviewed and those selected will in turn be presented to the ABmunis Board for ratification, and an appointment letter will be issued to the successful individual and communicated to the Mayor upon ratification.

For any questions, please contact Rosa Bruno, Senior Director, Corporate Planning and Governance, at the email above or by phone at (780) 691-1134.

Thank you for considering this opportunity.

Best regards,

**Dan Rude** | Chief Executive Officer

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*We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.*