



## APPI Spring 2014 Education Sessions

“Off Site Levies – An In Depth Discussion”  
 &  
 “How to Write and Respond to a RFP”

### Plan to attend the APPI Annual General Meeting

**Friday, April 25, 2014**

Chateau Louis Conference Center, St. Michaels Room, 11727 Kingsway, Edmonton

#### SCHEDULE

8:00am - 9:00am Registration and Light Breakfast

9:00am – 11:30am **Education Session #1**

[Click here to go directly to the Event and online Registration](#)

12:00pm - 1:15pm Hot Buffet Lunch (provided with course) and **APPI Annual General Meeting**

1:30pm – 4:30pm **Education Session #2**

[Click here to go directly to the Event and online Registration](#)

**All attendees are invited to attend the APPI 2014 Annual General Meeting over lunch.**

**In Person Registration** by 3:30pm April 18

Item	Education Session #1 Off Site Levies	Education Session #2 How to Write a RFP	Education Sessions # 1 & # 2	On Line Registration Rate for all Day Only
<b>Members</b>	<b>\$175.00 + \$8.75 GST</b>	<b>\$175.00 + \$8.75 GST</b>	<b>\$250.00 + 12.50 GST</b>	<b>\$100.00 + 5.00 GST</b>
<b>Non Members</b>	<b>\$225.00 + 11.25 GST</b>	<b>\$225.00 + 11.25 GST</b>	<b>\$300.00 + 15.00 GST</b>	<b>\$150.00 + 7.50 GST</b>
<b>Students (All)</b>	<b>\$ 75.00 + 3.75 GST</b>	<b>\$ 75.00 + 3.75 GST</b>	<b>\$ 100.00 + 5.00 GST</b>	<b>\$ 100.00 + 5.00 GST</b>

Attending the Annual General Meeting: Yes \_\_\_\_\_ No \_\_\_\_\_

Indicate Food Allergies \_\_\_\_\_

Name(s): \_\_\_\_\_

Company: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Payment by: Cheque: \_\_\_\_\_ or Credit Card: \_\_\_\_\_ To Invoice: \_\_\_\_\_ **TOTAL Amount: \$** \_\_\_\_\_

To pay by credit card, complete the following:

Credit Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Card Holder's Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fax, mail or e-mail this completed form with payment, to the APPI office for **before 3:30 p.m. on Friday, April 18, 2014.** GST #83317 5409RT0001

Payments can be made by cash, cheque, VISA, or MasterCard. Receipts will be issued upon receipt of payment. All no-shows will be invoiced. Refunds will not be issued, however, registrations may be transferred.



**Education Session #1: 9:00am – 11:30am**

**Off Site Levies – An In Depth Discussion**  
**3.0 Structured Learning Units**

**Presented By: Joanne Klauer and Ray Watkins**

Joanne and Ray will present municipal legal and development information pertaining to off site levies. This interactive session will delve into the issues, challenges and lessons learned from past experiences.

**Joanne Klauer, Senior Counsel, Calgary office of the MacPherson Leslie & Tyermann LLP**  
Joanne has acted as counsel to a number of rural and urban municipalities in southern Alberta since 1995 with an emphasis on general counsel work, planning and development, and inter-municipal issues.

**Ray Watkins, Principal G3 Development Services Inc.**

With over thirty years of land use and land development experience in the Province of Alberta. G3 is a small to mid land development and consulting firm which has projects in Edmonton, Red Deer and St. Albert.

**Education Session #2: 1:30pm – 4:30pm**

**How to Write and Respond to a Request For Proposal**  
**3.0 Structured Learning Units**

**Presented By: Bruce Duncan, RPP, FCIP**

This session is intended to help those who prepare RFPs and those who respond to RFPs and to better understand the importance and value of the entire process. Achieving the goals of each party represents success.

Bruce Duncan, RPP, FCIP, has over 45 years experience in professional planning in municipal governments in Canada and the United States. His planning work in Ontario, Hawaii and Edmonton has been instrumental in developing his appreciation for public participation as a major contributor to creating good governments in Canada and the United States.