

October 22, 2021

Members of the McKenzie Towne Council
McKenzie Towne, Calgary, Alberta

Dear Residents of McKenzie Towne:

RE: Notice of Annual General Meeting – 7:00 PM, Wednesday, November 17, 2021

McKenzie Towne Council (MTC) is a not-for-profit company incorporated under the Alberta Companies Act. All homeowners (including members of their family and tenants) in McKenzie Towne are consequentially members of MTC. The purpose of MTC is to own and operate the McKenzie Towne Hall, and various other subdivision features and amenities within the community of McKenzie Towne.

Enclosed please find the Notice of the Annual General Meeting (AGM) for McKenzie Towne Council (MTC), an Information Circular and a Proxy Form. The following information regarding MTC which you may wish to review is available on our website at www.mtcouncil.com under the "Council" tab then under "Annual General Meeting":

- Audited Financial Statements for the 2020/2021 fiscal year and the Independent Auditor's Report and President's Report.
- the Report of the Board of Directors;
- the Minutes of the AGM held on October 21, 2020.

Please take special note, that due to the on-going pandemic and health restrictions this year's AGM is being held virtually through Zoom at 7:00 pm on Wednesday, November 17, 2021.

Please note that to attend the AGM you must be a "Member in Good Standing" according to Article 2(n) of the Articles of Association. Only one person per household can vote. The AGM is being held virtually on Zoom at **7:00 PM on Wednesday, November 17, 2021**. Residents who plan on attending the AGM must pre-register prior to 5:00 p.m. on Saturday, November 13, 2021, to obtain the official meeting link. The meeting link and instructions will be sent to residents who pre-registered via email on November 16, 2021, by 5:00pm. Check-in will begin at 6:15 on November 17, 2021. The meeting will begin promptly at 7:00 p.m. Any late arrivals will be unable to vote.

Please register for the AGM using the link below.

<https://forms.gle/2SH67zXMZbAjuhMe8>

This link will also be posted on our website at mtcouncil.com

If you are unable to attend, please date, sign and return the enclosed Proxy in accordance with the Proxy instructions.

If you are interested in being nominated for the Board of Directors, or have any questions about the enclosed, please contact Rick Leigh, President – McKenzie Towne Council, via e-mail at president@mtcouncil.com.

On behalf of your Board of Directors, we look forward to your participation.

Yours truly,
McKenzie Towne Council Board of Directors:

President – Rick Leigh

Vice President – Shawn MacDougall

Secretary – Courtney Hall

Treasurer – Farooq Qadir

Shirley Wilson

Teresa Hargreaves

Jim Clement

Jasmin MacDonald

Malik Amery

Craig Chandler

Darvin Zuch

**TO ALL MEMBERS IN GOOD STANDING: IF YOU ARE NOT ABLE TO BE PRESENT AT THE AGM,
PLEASE DATE, SIGN AND RETURN THE ACCOMPANYING PROXY.**

40 McKenzie Towne Blvd. S.E., Calgary, AB T2Z 4X5 PH: (403) 781-6612 FAX: (403) 930-1551

MCKENZIE TOWNE COUNCIL
NOTICE OF ANNUAL GENERAL MEETING OF MEMBERS IN GOOD STANDING

TAKE NOTICE, that the Annual General Meeting of the Members in Good Standing of **MCKENZIE TOWNE COUNCIL** (the "Company") will be held virtually on Zoom at **7:00 PM on Wednesday, November 17, 2021**. The meeting link and instructions will be sent via email on November 16, 2021, by 5:00pm. Check-in will begin at 6:15 on November 17, 2021. The meeting will begin promptly at 7:00 p.m. Any late arrivals will be unable to vote once the scrutineer's report has been delivered.

The meeting is being held for the following purposes:

- 1) To receive the minutes of the AGM for the Company held on October 21st, 2020.
- 2) To receive the Report of the Board of Directors of the Company;
- 3) To receive the audited financial statements of the Company for the fiscal year ended May 31st, 2021.
- 4) To establish the number of Directors to hold office until the next Annual General Meeting and elect such Directors;
- 5) To appoint BDO Canada, as Auditor of the Company;
- 6) To transact such other business as may properly come before the Meeting or any adjournment thereof.

The Audited Financial Statements for the 2020/2021 Fiscal Year and the Independent Auditor's Report, Report of the Board of the Directors, Draft Minutes of the AGM held on October 21, 2020 are available on our website at www.mtcouncil.com.

THIS NOTICE SHOULD BE READ IN CONJUNCTION WITH THE INFORMATION CIRCULAR ACCOMPANYING THIS NOTICE.

Dated at Calgary, Alberta, this 21st day of October 2021.

BY ORDER OF THE BOARD OF DIRECTORS

Rick Leigh – President

INFORMATION CIRCULAR
GENERAL INFORMATION AND PROXY STATEMENT

SOLICITATION OF PROXIES

This Information Circular is furnished in connection with the solicitation of proxies by management of the MCKENZIE TOWNE COUNCIL (the "Company") for use at the Annual General Meeting (the "Meeting") of Members in Good Standing of the Company to be held virtually on Zoom on **Wednesday, November 17, 2021, at 7:00 PM** (Mountain Standard Time). All expenses incurred in connection with the solicitation of proxies will be borne by the Company. Solicitation will be made primarily by mail, but proxies may also be solicited by Directors, officers and employees of the Company.

APPOINTMENT AND REVOCATION OF PROXIES

Each Member in Good Standing entitled to vote at the Meeting may, by means of a form of proxy in writing executed by the Member in Good Standing or his attorney, authorized in writing, appoint a proxy to vote on his/her behalf at the Meeting. In order to be acted upon at the Meeting, a form of proxy must be returned as indicated in the INSTRUCTIONS FOR PROXY FORMS included in this package. A Member in Good Standing may revoke a form of proxy previously given by returning another proper form of proxy bearing a later date than the previously given form of proxy as indicated in the INSTRUCTIONS FOR PROXY FORMS included in this package.

EXERCISE OF DISCRETION BY PROXY

Proxies will be voted or withheld from voting in accordance with the Member in Good Standing's instructions contained therein. The form of Proxy also confers authority on the persons named therein to vote with respect to any other matters which may properly be brought before the Meeting. At the date hereof, management knows of no other such matters.

VOTING BY MEMBERS IN GOOD STANDING

Only Member in Good Standing of record at the close of business on the 10th day of November 2021, are entitled to vote at the Meeting, each Member in Good Standing being entitled to one (1) vote. Members in Good Standing are defined in the Articles of Association (the "Articles") of the Company as restricted to Commercial Members, Homeowner Members, Rental Members and Other Members. No Member is entitled to vote at the Meeting if at the close of business on November 10, 2021, any sum due or payable to the Company by such Member remains unpaid for at least thirty days (30) days following the due date for such payment.

Where there is more than one owner of a property, there shall be only one Member who shall be the person designated as the Member by all the owners of the property. In the absence of such designation, the first person named as owner in the Certificate of Title or as Purchaser in an Agreement for Sale, shall be the Member. Where a residential property is occupied by a tenant, such tenant may be designated as the Member by and instead of the owner of such property. Where a rental project is involved, the registered owner shall be the Member and notwithstanding how many tenants are residing in the rental project, it shall have only one (1) vote. As at the close of business on September 9, 2021, the Company had **6,138** Members in good standing.

ELECTION OF DIRECTORS

At the Meeting, it is proposed that the total number of Directors for the Company be established as no more than fifteen (15) until the next Annual General Meeting. The following individuals, current Resident Directors "Members in Good Standing" have expressed an interest in letting their name stand for nomination:

Jim Clement	Rick Leigh	Farooq Qadir
Courtney Hall	Shawn MacDougall	Shirley Wilson
Teresa Hargreaves	Jasmin MacDonald	Darvin Zuch

Nominations will also be sought at the meeting for Directors from the Members in Good Standing. Individuals should be aware of the fiduciary responsibilities of Directors. Any other Members in Good Standing interested in standing for election at the meeting are invited to contact Rick Leigh, President - McKenzie Towne Council, in advance of the meeting via e-mail at president@mtcouncil.com.

The term of office for each person shall be from the date of the Meeting until the next Annual General Meeting of Members in Good Standing or until his/her successor is elected or appointed. Information is given below with respect to each nominee as a director, including the length of time each has been a Director of the Company.

NAME	PERIOD SERVED AS DIRECTOR OF THE COMPANY	PRINCIPAL OCCUPATION
Jim Clement	1 Year	Operations Management
Courtney Hall	3 Years	Laboratory
Teresa Hargreaves	2 Years	Land Management
Rick Leigh	6 Years	Tax & Management Consultant
Shawn MacDougall	5 Years	Oil and Gas
Jasmin MacDonald	1 Year	Property Management
Farooq Qadir	1 Year	Human Resources
Shirley Wilson	1 Year	Retired
Darvin Zuch	1 Year	Telecommunications

DIRECTORS COMPENSATION	Nil
PENSION PLAN	Nil
EXECUTIVE COMPENSATION AND PLANS	Nil
INCENTIVE SHARE OPTION PLAN FOR OFFICERS AND KEY EMPLOYEES	Nil

APPOINTMENT OF AUDITORS

Management proposes that BDO Canada, be appointed as Auditor of the Company and that the Directors be authorized to fix the remuneration of the Auditor.

CERTIFICATE

The foregoing contains no misstatement of a material fact and does not omit to state a material fact that is required to be stated or that is necessary to make a statement not misleading in the light of the circumstances in which it was made.

BY THE ORDER OF THE BOARD OF DIRECTORS

Farooq Qadir - Treasurer

The management of the Company knows of no amendment, variation, or other matters to come before the Annual General Meeting other than the matters referred to in the Notice of Meeting. However, if any other matter properly comes before the Meeting the accompanying proxy will be voted on such matter in accordance with the best judgment of the person or persons voting such proxy. Given the impact of Covid-19 and the safety concerns of this pandemic, we would please request the following:

Greater emphasis is to vote by proxy and mail them in or stop by the hall to drop your proxy off. Only residents in good standing may attend and only one person per household is recommended.

DATED this 21st day of October 2021.

BY ORDER OF THE BOARD OF DIRECTORS

Rick Leigh - President

INSTRUCTIONS FOR PROXY FORMS

Appointment and Revocation of Proxies

A Member desiring to appoint a person (who must also be a qualified Member) to represent him/her at the Meeting may do so by inserting such person's name in the blank space provided. The completed proxy should be forwarded to:

McKenzie Towne Council
40 McKenzie Towne Blvd. SE, Calgary, Alberta T2Z 4X5
Or by facsimile to 403-930-1551 or email at: gm@mtcouncil.com
Attention: EXECUTIVE COMMITTEE

**All proxies must be in writing, signed by the Member and received at
McKenzie Towne Hall no later than 5:00 P.M. on Tuesday, November 16, 2021.**

A Member who has given a proxy may revoke it at any time before it is exercised. A proxy may be removed by instrument in writing or, if the Member is a corporation, by an officer or attorney thereof duly authorized, and delivered as indicated above, at any time up to and including the last business day preceding the Meeting.

Voting and Exercise of Discretion by Proxies

The persons named in the form of proxy will vote the Membership in respect of which they are appointed in accordance with the instructions indicated therein.

BY THE ORDER OF THE BOARD OF DIRECTORS

Rick Leigh – President



MCKENZIE TOWNE COUNCIL
ANNUAL GENERAL MEETING OF MEMBERS-IN-GOOD-STANDING
On the 17th day of November 2021 at 7:00 PM (Mountain Time)

PROXY SOLICITED BY MANAGEMENT

The undersigned Member in Good Standing of the MCKENZIE TOWNE COUNCIL (the "Company") hereby appoints Rick Leigh or failing him Shawn MacDougall, as proxy to attend and vote on behalf of the undersigned at the Annual General Meeting of Members in Good Standing and at any adjournment thereof, and my proxy is instructed to vote:

- 1) **FOR** ____ **OR** **AGAINST** ____ (and if no specification is made, **FOR**)
 The setting of the total number of Directors for the Company until the next Annual General Meeting at fifteen (15).
- 2) **FOR OR AGAINST** the election of the following resident member(s) as Director(s):

Please clearly mark in favour of a maximum of fifteen (15) selections.

<i>NOMINEE</i>		<i>FOR</i>			<i>NOMINEE</i>		<i>FOR</i>
Jim Clement			Jasmin MacDonald				
Courtney Hall			Farooq Qadir				
Teresa Hargreaves			Shirley Wilson				
Rick Leigh			Darvin Zuch				
Shawn MacDougall							

If no individual(s) are specified my proxy may vote at his/her discretion.

- 3) **FOR** ____ **OR** **AGAINST** ____ (and if no specification is made, **FOR**)
 That BDO Canada be appointed as Auditor of the Company for the 2021-2022 fiscal year by the Board of Directors.
- 4) **FOR** ____ **OR** **AGAINST** ____ (and if no specification is made, **FOR**)
 And in his/her discretion with respect to any amendments, variations, or additions with respect to any of the matters noted above or with respect to any other matter which may properly be brought before the meeting or any adjournment thereof.

DATED this _____ day of _____, 2021.

Member's Name (please print)

Signature of Member

Member's McKenzie Towne Address (required)

This form should be signed by the Member in Good Standing or his/her attorney, authorized in writing, and if the Member is a corporation, this form of proxy should be signed by a duly authorized officer under corporate seal.

RETURN PROXIES NO LATER THAN 5:00 PM TUESDAY, November 16, 2021
 Attention: EXECUTIVE COMMITTEE - 40 McKenzie Towne Blvd. SE, Calgary, Alberta T2Z 4X5
 OR by facsimile to 403-930-1551 OR by email: gm@mtcouncil.com

McKenzie Towne Council Director's Report

For the June 1, 2020 to May 31, 2021 Fiscal Year

At the end of a full 12 months living and operating in a world impacted by COVID-19, the Directors of McKenzie Towne Council (MTC) wishes to acknowledge the efforts of MTC staff and the patience and understanding of the residents of McKenzie Towne. We, like you, hope for a return to a full suite of programming and events that the community can participate in and enjoy.

The Directors are pleased to inform residents that MTC as recently hired a new General Manager, Ms. MaryAnn Miller. MaryAnn comes to the company with a successful track record in similar positions at Lake Bonavista Community Association and Millican Ogden Community Association. She brings significant experience in managing budgets, implementing capital projects, and engaging stakeholders. The Directors look forward to the positive impact MaryAnn will have on the organization and the benefit that will bring to residents.

Currently, 330 households have not paid their annual fees, which is a 65% decrease from 2020. Residents who are delinquent in payment impact the remainder of those who pay their fees on time. To ensure fiscal responsibility, a vigilant approach to fee collection occurs, and absent the collection program, all members would suffer as there would be shortfalls in the budget and an inability to deliver services. MTC does take into consideration individual circumstances, and arrangements, such as payment plans, have been made to prevent the collection process from occurring.

MTC staff successfully delivered a scaled-down Stampede Breakfast, thanks in part to the many community sponsors. Please keep the businesses on High Street and in the community in mind during these uncertain times. After many years of trying, agreements were signed, and process begun for the path around the northwest end of the Inverness Pond. It was completed this summer. The project was supported by MTC and the City of Calgary.

The volunteer Board of Directors, who administers McKenzie Towne Council ("MTC" or "the Council") wish to thank the residents for the opportunity to serve the community and for their ongoing support.

Dated this 21ST day of October 2021

McKenzie Towne Council Board of Directors

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