

Councillor Orientation Training

Objectives: To increase awareness & understanding of:

- Roles & responsibilities of councillors & administrators
- Council & staff relations
- Conducting council meetings
- Council's legal responsibilities
- Conflict of Interest
- Mandatory requirements
- Municipal regulations
- Municipal orders
- Public tendering
- Financial management

Who Should Attend?

This training session is relevant to both elected municipal officials & municipal administrators.

Duration: 9:00 – 4:30 **Dates and Locations:**

| | | | |
|-------------------|-----------------|-------------------|------------------------|
| Oct. 19 | Clarenville | Nov. 8 | Harbour Breton |
| Oct. 20 | Plum Point | Nov. 15 | Whitbourne |
| Saturday, Oct. 21 | St. John's | Nov. 15 | Gander |
| Oct. 24 | Burin | Nov. 17 | Harbour Grace |
| Oct. 25 | Springdale | Saturday, Nov. 18 | Port Hope Simpson |
| Oct. 26 | Stephenville | Saturday, Nov. 25 | Grand Falls-Windsor |
| Saturday, Oct. 28 | Deer Lake | Saturday, Dec. 2 | Happy Valley-Goose Bay |
| Saturday, Oct. 28 | L'Anse au Clair | | |

***Register early to avoid course cancellation.
Venue details will be sent to all registrants.***

Registration: Send completed registration form by EMAIL, FAX or MAIL to:

Email: MATraining@gov.nl.ca **Fax:** (709) 729-4475

Mail: Department of Municipal Affairs,
Local Governance Division
4th Floor, West Block, Confederation Building
PO Box 8700
St. John's, NL, A1B 4J6

For more information contact:

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