

## 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:**

Saturday, Oct. 14	L'Anse au Clair	Nov. 8	Harbour Breton
Oct. 19	Clarenville	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	Wabush
Saturday, Oct. 28	Deer Lake	Saturday, Nov. 25	Happy Valley-Goose Bay
Oct. 30	Stephenville	Saturday, Nov. 25	Grand Falls-Windsor

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

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

### For more information contact:

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Municipal Affairs and Environment