

# Conducting Effective Municipal Council Meetings Training

**Objectives:** To increase awareness & understanding of:

- Function and types of Council meetings
- Rules of procedure
- Roles of councillors, chairpersons, and staff

## Who Should Attend?

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

**Duration:** 9:00 – 4:30

## Dates and Locations:

September 8	Happy Valley – Goose Bay	<b>NOTE:</b> <b>Venue details will be sent to all registrants.</b>  <b>Please register early to avoid course cancellation or waitlists.</b>
October 25	Ferryland	
November 7	Springdale	
November 8	Paradise	
November 21	Grand Falls - Windsor	

**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  
**contact:**

Local Governance & Planning Division  
4th Floor, West Block, Confederation Building  
PO Box 8700  
St. John's, NL, A1B 4J6

**For more information**

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