



Clear Hills County

Effective Date: **September 28, 2010**

Policy Number: **1101**

Title: **ORIENTATION SESSIONS FOR COUNCIL MEMBERS**

1. Policy Statement

- 1.1 All members of Council must participate in orientation sessions for Council.

2. Responsibilities

- 2.1 The orientation session will involve a detailed review of the respective roles of:

- the Reeve
- the Councillors
- the Chief Administrative Officer
- the Department Heads

The orientation session will include the following:

- Review of current issues facing the community
- Introduction to each department head
- Tour of key facilities and potential problem areas
- Review of legal requirements by the County Solicitor
- Review of pending legal action by or against the County
- Review of budgeting process and information on the County financial situation
- Full briefing of the Chief Administrative Officer legislated roles

- 2.3 The orientation session will be held no later than three months after an election.

- 2.4 The session will be held at a time and place suitable for the majority of the Council members.

- 2.5 Portions of the orientation session will be conducted by an external facilitator.

3. End of Policy

ADOPTED

Resolution #C186-03

Date: March 25, 2003

AMENDED

Resolution #C876-03

Date: November 25, 2003

AMENDED

Resolution #C689(09/28/10)

Date: September 28, 2010