



## COUNCIL POLICY C-AD18

## Council Orientation

Prepared By:	Legislative and Administrative Services	Council Approval Date:	January 26, 2010
Effective Date:	January 26, 2010	Council Resolution No.:	23-10 (Policy AD-001)
References:	N/A	Previous Revision Date:	New
Function:	Strategic Management	LAS Review Date:	October 13, 2015

**PURPOSE**

The purpose of this policy is to ensure that an effective orientation plan is developed prior to every general municipal election. [\(Refer to Council Code of Conduct Bylaw 2018-05, Municipal Government Act, and Code of Conduct for Elected Officials Regulation 200/2017\)](#)

**POLICY STATEMENT**

Parkland County shall provide Council orientation to newly elected and re-elected members of Council after every general municipal election and by-election. [\(Refer to Council Code of Conduct Bylaw 2018-05, Municipal Government Act, and Code of Conduct for Elected Officials Regulation 200/2017\)](#)

**RESPONSIBILITIES**

Legislative and Administrative Services is responsible for the development, implementation, monitoring and evaluating of this policy.

**STANDARDS**

1. Council orientation shall include an overview of:
  - Roles, responsibilities, and duties under the *Municipal Government Act*,
  - Working relationships with Administration and the County's governance structure,
  - County bylaws, policies, strategic plans, and current issues facing the County,
  - A framework to begin strategic planning in order to set direction, priorities, and corporate objectives for the term.
2. Additional training or information workshops may be scheduled on an ongoing basis, or when requested by Council.
3. Administration may present a Council Orientation Plan to Council as information before every general municipal election.