

Background

Context

Both the Municipal Government Act of Alberta and Council Orientation Policy CC034 outline direction to provide an orientation for all Members of Council after every general election. Council Orientation Policy CC034 directs Administration to receive approval from Council on the proposed Council Orientation Program (Attachment 1).

Bylaws, Regulations, Council Policies

The following are excerpts from the relevant legislation and Council policy:

Excerpt from the *Municipal Government Act of Alberta*:

201.1 (1) A municipality must, in accordance with the regulations, offer orientation training to each councillor, to be held within 90 days after the councillor takes the oath of office.

(2) The following topics must be addressed in orientation training required under subsection (1):

- (a) role of municipalities in Alberta;
- (b) municipal organization and functions;
- (c) key municipal plans, policies and projects;
- (d) roles and responsibilities of council and councillors;
- (e) the municipality's code of conduct;
- (f) roles and responsibility of the chief administrative officer and staff;
- (g) budgeting and financial administration;
- (h) public participation;
- (i) any other topic prescribed by the regulations.

Excerpt from the *Council Orientation Policy (CC034)*:

- Council's roles, responsibilities, and duties under the MGA;
- Council's roles, responsibilities, and duties under The City of Calgary Procedure Bylaw;
- Council's working relationships with Administration and The City's governance structure;
- City bylaws, Council policies, strategic plans, status of City business and current issues facing the City; and
- A framework to begin strategic planning in order to set direction, priorities, and corporate objectives for the term.

Bylaw 26M2018 (s.61 and s. 62), *Code of Conduct for Elected Officials*, provides that after first being elected, a Member of Council must attend all sessions of Orientation Training, unless doing so is not practically possible. All Members of Council must attend those sessions of Orientation Training identified as mandatory by the City Solicitor, City Clerk and Ethics Advisor unless doing so is not practically possible.