

## City of Beaumont Council Orientation Schedule

<b>Week 1 Oct 18 – Oct 22</b>			
<b>DATE</b>	<b>TIME</b>	<b>Details</b>	<b>Location</b>
Monday, October 18	Municipal General Election		
Tuesday, October 19	Welcome email from CAO to Council.		n/a
Wednesday and Thursday, October 20 and 21	No activities planned		
Friday, October 22	1pm – 4pm	Welcome from CAO and introduction to Deputy CAOs  Council Basics Overview of Boards, Committees, and Tribunals Meetings: Purpose, Procedures, and Protocol	Council Chamber
<b>Week 2 Oct 25 – Oct 29</b>			
<b>DATE</b>	<b>TIME</b>	<b>Details</b>	<b>Location</b>
Monday, October 25	5:00 pm	Walk-through of swearing in ceremony and inaugural meeting	Council Chamber and Foyer
	6:00 pm	Swearing in Ceremony and Inaugural meeting	
	6:30 pm	Reception	
Tuesday, October 26	3:00 pm to 7:00 pm	Legal Obligations of Council and Councillors Delivered by Michael Solowman, Partner, Brownlee LLP	Council Chamber
Wednesday, October 27	No activities planned		
Thursday, October 28	8:30am - 4:30pm	Regional Council Orientation Session on Governance Delivered by Gordon McIntosh	Beaumont Community Centre
Friday, October 29	No activities planned		
<b>Week 3 Nov 1-5</b>			
<b>DATE</b>	<b>TIME</b>	<b>Details</b>	<b>Location</b>
Monday, November 1	1:00 pm to 4:30 pm	Organizational Overview  Supports for Council Communication Protocols Intergovernmental Relationships	Council Chamber
Tuesday November 2	NB: Councillor photos to be scheduled on this day		

Wednesday, Nov 3	1:00 pm to 4:00 pm	Introduction to Land Use Planning  Budget Process Overview  Strategic Plan Overview and Process	Council Chamber
Thursday, Nov 4		Social Media and Media Training – <b>tentative</b>	<b>TBD</b>
Friday, Nov 5	No activities planned		
<b>Week 4 Nov 8-12</b>			
<b>DATE</b>	<b>TIME</b>	<b>Details</b>	<b>Location</b>
Monday, Nov 8	8:30 am – 11:30 am	Regional Session on Governance Delivered by George Cuff  Optional Session	Sherwood Park Community Centre
Tuesday, Nov 9	6pm	Council meeting  Post-meeting debrief on procedures (optional)	Council Chamber
Wednesday, Nov 10	8:30 am – 11:30 am	Regional Session on COVID Recovery and Resilience	Sherwood Park Community Centre
Thursday November 11	Remembrance Day		
Friday Nov 12	No activities planned		
<b>Week 5 Nov 15-19</b>			
<b>DATE</b>	<b>TIME</b>	<b>Details</b>	<b>Notes</b>
Monday, Nov 15		Post orientation survey sent to members of council.  Communication on Elected Officials Emergency Management Training provided to Council with instructions for required online training for newly elected officials.	n/a
Tuesday, Nov 16	5:00 pm	COTW Meeting  Post meeting debrief on COTW meeting procedures (optional)	Council Chamber
Wednesday, Nov 17- Friday Nov 19		AUMA Convention  Council members may be in attendance	

**PHASE 2 – ORIENTATION CONTINUED**

November 25	Edmonton Metropolitan Regional Board EMRB Onboarding event 3pm to 8pm	For Mayor and alternate appointee only
December 1-3	Council Budget meetings	Council Chamber
December 14	Council meeting	Council Chamber
January 2022	Optional in-person emergency management training for Council	TBD
January 2022	Emergency Management Presentation and EAC annual meeting	Council Chamber
Spring 2022	Bus Tour for Council	TBD
May 2022	Parliamentary Procedure Refresher Training – TBC	TBD