

**Request for Decision    United Townships of Head, Clara & Maria Council**

Type of Decision									
Meeting Date	Friday, October 14, 2016				Report Date	Tuesday, October 11, 2016			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed
<b>Council and Staff, Education and Training - Report #14/10/16/1203</b>									

**Subject:**

Request for consideration of a joint training session between Council/staff and our neighbours.

**RECOMMENDATION:**

That Council adopt the following resolution.

**WHEREAS** Council has acknowledged that continuing education, skills development and training is important for staff and members of Council and has budgeted accordingly;

**AND WHEREAS** funds exist in Council and Staff Education and Resources budget lines which have not been utilized to date;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize staff to arrange a joint training for Council, staff and those from neighbouring municipalities to occur prior to the end of December 2016 through AMCTO on a topic of Council's choice.

**BACKGROUND/EXECUTIVE SUMMARY:**

Pretty self-explanatory. Council and senior management recognize the importance of continued education and skills development and have included budget line items to encourage continued education. Scheduling, travel and time reduce staff and Council opportunities. It is recommended that Council authorize staff to arrange an in-house workshop through AMCTO's corporate training program to occur prior to year end.

If approved, we will invite our neighbours to attend. A list of courses may be located at [http://www.amcto.com/imis15/content/Education\\_Events/Workshops/Corporate\\_Training/content/Education\\_Events/Pages/Workshops\\_Tag\\_Page/Corporate\\_Training\\_/Corporate.aspx?hkey=236653a0-ba26-47dd-ac6d-3f23e271e4a7](http://www.amcto.com/imis15/content/Education_Events/Workshops/Corporate_Training/content/Education_Events/Pages/Workshops_Tag_Page/Corporate_Training_/Corporate.aspx?hkey=236653a0-ba26-47dd-ac6d-3f23e271e4a7)

**Financial/Budget:**

Available funds – Council Conventions and Training - \$2,500, Council Resource Materials - \$1,100, \$3,800 in Staff Education/Seminars. Past seminars were near the \$2,000 (HST) mark plus a fee per person for any over 10.

Approved and Recommended by the Clerk

Melinda Reith,

Municipal Clerk

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