



AMCTO's Corporate Training

Putting Your Council Procedures into Practice

1-Day Workshop

Your Council procedures are in place, but how do they translate into action? How well do they hold up to the rough and tumble of everyday meeting management? How prepared are you, with respect to procedure, for a new Council in 2014? This workshop will examine some best practices in applying Council procedures, including strategies for dealing with some of the most common issues facing meeting managers. This is not a workshop on parliamentary procedure, nor is it a workshop on drafting bylaws. Instead, it is designed to develop insights into how procedure intersects with politics and administration.

What You Will Learn:

- How your own procedural bylaw fits into the current legislative framework
- How to maintain your by-law and track its use
- How to have conversations about procedure with elected, administrative and public stakeholders
- How to anticipate and handle common procedural issues
- How to apply your procedures to unexpected situations
- How changing behaviours and expectations affect the procedural duties of the Clerk