

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

Type of Decision									
Meeting Date	Friday, February 13, 2015				Report Date	Monday, February 9, 2015			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed

## Education and Training - Report

### #13/02/15/1201

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**Subject:**

Council and staff training.

**RECOMMENDATION:**

As per Council policy, any training and education is to be approved by Council (or the Clerk for staff) prior to undertaking.

**WHEREAS** Council feels that participation in the Emotional Intelligence course offered at the County on March 5 is a worthy educational workshop;

**THEREFORE BE IT RESOLVED THAT** the Council of the United Townships of Head, Clara & Maria does hereby authorize Councillor Foote, Mayor Gibson and Melinda Reith, Clerk/CAO to attend.

**BACKGROUND/EXECUTIVE SUMMARY:**

In 2012 Council passed a policy requiring Council approval for Council member (and staff) permission for attendance at training and education sessions to ensure that public funds were being utilized for effective and pertinent purposes.

Requisitions which explain the purpose, cost and benefit of the course to the municipality are to be completed and submitted for approval prior to course enrollment.

Once approved, staff can register and pay for attendance. Attendees are expected to provide a brief report to Council upon completion of any courses, workshops or training sessions.

**Options/Discussion:**

**Financial Considerations/Budget Impact:**

**Policy Impact:**

**Others Consulted:**

Council via email.

Approved and Recommended by the Clerk

Melinda Reith,  
Municipal Clerk