



OCTOBER COUNCIL ORIENTATION 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20 ELECTION DAY	21	22	23	24 RESULTS OFFICIAL	25
26	27 <ul style="list-style-type: none">• IS SETUP• COUNCIL CHAMBER TRAINING• PROFESSIONAL HEAD SHOTS	28 <ul style="list-style-type: none">• ORGANIZATIONAL MEETING• REGULAR COUNCIL MEETING	29 <ul style="list-style-type: none">• AG SERVICES MEETING• HUMAN RESOURCES PRESENTATION	30 <ul style="list-style-type: none">• ORG CHART REVIEW• DIRECTOR MEET AND GREET	31 COUNCIL ORIENTATION FULL DAY	1

COUNCIL ORIENTATION OCTOBER 2025

Monday, October 27, 2025:

- **9:00 am, IS Setup** - In addition to setting up laptops, phones, and login credentials, the IS team will give a brief presentation on online security best practices, including an overview of Greenview's cybersecurity policies to help Council members protect sensitive information and follow proper digital security protocols.
- **10:30 am, Council Chamber Training** - Mic system demo, Escribe login, agenda and voting system training.
- **9:00 am - 12:00 pm, Professional Headshots** - Headshots for Councillors and SLT; drop-in style during morning.

Tuesday, October 28, 2025:

- **9:00 am, Organizational Meeting** - Council's official Organizational meeting.
- **10:00 am, Regular Council Meeting** - First regular meeting of the term (approx. duration 6 hours)

Wednesday, October 29, 2025:

- **9:30 am, Ag Services Board Meeting** - Agricultural Service Board Organizational Meeting, followed by Regular Ag Meeting.
- **1:00 pm, Human Resources Presentation** - Orientation on timesheets, expenses, benefits, and policies.

Thursday, October 30, 2025:

- **9:00 am, Organizational Chart Review** - The CAO-led Org Chart Review will provide Council with an in-depth look at Greenview's organizational structure, current staffing capacity, and the process for chain of command. This session will clarify reporting relationships and ensure that Council members have a clear understanding of how the organization operates, helping streamline communication and decision-making processes.
- **10:00 am, Director Meet & Greet** - During the Director Meet & Greet, each director will give a brief overview of their department, helping Council understand the organizational structure, roles, and key contributions of each area to Greenview's operations.

Friday, October 31, 2025:

- **9:00 am (all day), Council Orientation Day** - This session will guide Council through the Municipal Government Act (MGA) requirements for Council orientation. It will cover the essential legislative obligations and best practices for new Councillors, ensuring they understand the regulatory framework that governs their roles and responsibilities.



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
26	27	28	29	30	31	1
2	3	4 2026 BUDGET DISCUSSIONS FULL DAY	5 2026 BUDGET DISCUSSIONS FULL DAY	6 2026 BUDGET DISCUSSIONS FULL DAY	7 2026 BUDGET DISCUSSIONS	8
9	10 GREENVIEW 101 GVU PRESENTAION OPTIONAL	11	12 REGULAR COUNCIL MEETING	13 • MUNICIPAL PLANNING COMMISSION • POLICY REVIEW COMMITTEE • LEG SERVICES AND FOIP PRESENTATION	14 • RFD AND AGENDA TRAINING • ADVOCACY TRAINING • COMMUNICATIONS TRAINING	15
16	17 RMA CONFERENCE	18 RMA CONFERENCE	19 RMA CONFERENCE	20 RMA CONFERENCE	21	22
23	24 MUNICIPAL PLANNING COMMISSION TRAINING DAY	25 REGULAR COUNCIL MEETING	26 AG. SERVICES BOARD MEETING	27	28	29
30	1	2	3	4	5	6

COUNCIL ORIENTATION NOVEMBER 2025

Tuesday - Friday, November 4-7, 2025:

- **9:00 am (four full days), 2026 Budget Discussions** - Departmental budget presentations and Q&A.

Monday, November 10, 2025:

- **Time TBD, Greenview 101 GVV Presentation (Optional)** - Greenview 101 offers a foundational overview of the organization, including the structure of the org chart, staffing, departmental functions, ward boundaries, and the roles and responsibilities of both Council and administration.

Wednesday, November 12, 2025:

- **9:00 am, Regular Council Meeting** - Regular Council Business as required.

Thursday, November 13, 2025:

- **9:00 am, Municipal Planning Commission** - Council to review and make determinations on development applications, land use planning matters, and statutory plan compliance, ensuring alignment with municipal bylaws and long-term planning goals.
- **10:30 am, Policy Review Committee (PRC)** - The Policy Review Committee is a municipal advisory body responsible for reviewing, updating, and recommending policies to Council, ensuring that municipal governance remains effective, transparent, and aligned with legislative requirements and community needs.
- **Following PRC, Legislative Services and FOIP Presentation** - This training session, led by Legislative Services, provides an overview of municipal bylaws and policies, key requirements under the Municipal Government Act (MGA), and foundational knowledge of FOIP legislation and records management practices to ensure compliance, transparency, and effective information handling within the organization.

Friday, November 14, 2025:

- **9:00 am, RFD and Agenda Training** - This training session will inform Council members about agenda submission timelines, review and approval processes, Municipal Government Act (MGA) posting requirements, and the flexibility in scheduling meetings to support compliance and effective meeting management.
- **9:30 am, Advocacy Training** - This session will outline AB Counsel's role in advocacy, key priorities, relationships, and RMA meeting expectations to help Council engage effectively.
- **10:30 am, Communications Training** - Led by the Communications Team, this session will cover communication policies, social media best practices, and key messaging tools to ensure Council communicates effectively and in alignment with Greenview's guidelines.

Monday - Thursday, November 17-20, 2025:

- **All day (four full days), RMA Conference** - Rural Municipalities of Alberta Conference in Edmonton.

COUNCIL ORIENTATION NOVEMBER/DECEMBER 2025

Monday, November 24, 2025:

- **9:00 am - 12:00 pm, MPC Training Day** - This session will give Council an overview of the Municipal Planning Commission's role in supporting fair, consistent land use decisions within the planning process.

Tuesday, November 25, 2025:

- **9:00 am, Regular Council Meeting** - Regular Council Business as required.

Wednesday, November 26, 2025:

- **9:30 am, Ag Service Board Meeting** - Regular Business of the ASB Committee.

Monday - Wednesday, December 1-3, 2025:

- **All day, Road Tours** - Three full days of tours throughout Greenview focusing on key projects and facilities.

Tuesday, December 9, 2025:

- **9:00 am, Regular Council Meeting** - Regular Council Business as required.

Wednesday, December 10, 2025:

- **9:00 am, Municipal Planning Commission** - Council will review development applications and planning matters to ensure compliance with bylaws and long-term goals.
- **10:30 am, Policy Review Committee (PRC)** - The Policy Review Committee advises Council by reviewing and recommending policy updates to ensure effective, transparent, and compliant municipal governance.

Monday, December 15, 2025:

- **9:00 am, Strategic Plan Review** - This session will focus on reviewing Greenview's current Strategic Plan. Council will be guided through the key goals, objectives, and initiatives outlined in the plan, highlighting the strategic priorities that drive the municipality's long-term direction and growth.
- **11:00 am, Greenview Industrial Gateway Update** - This session aims to ensure that Council is up to date on the progress of the Greenview Industrial Gateway and prepared for future decision-making on its continued development.

Tuesday, December 16, 2025:

- **9:00 am, Committee of the Whole** - Regular Council Business as required.

Tuesday, December 23, 2025:

- **9:00 am, Regular Council Meeting** - Regular Council Business as required.



DECEMBER COUNCIL ORIENTATION 2025

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	1 ROAD TOURS	2 ROAD TOURS	3 ROAD TOURS	4	5	6
7	8	9 REGULAR COUNCIL MEETING	10 • MUNICIPAL PLANNING COMMISSION • POLICY REVIEW COMMITTEE	11	12	13
14	15 • STRAT PLAN REVIEW • GREENVIEW INDUSTRIAL GATEWAY UPDATE	16 COMMITTEE OF THE WHOLE	17	18	19	20
21	22	23 REGULAR COUNCIL MEETING	24	25	26	27
28	29	30	31	1	2	3