

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
COUNCIL REMUNERATION REVIEW COMMITTEE
BYLAW 10/2024
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A BYLAW OF THE TOWN OF MORINVILLE IN THE PROVINCE OF ALBERTA, TO ESTABLISH AND DEFINE THE FUNCTIONS OF THE COUNCIL REMUNERATION REVIEW COMMITTEE.

WHEREAS, pursuant to s. 145 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, Council may adopt bylaws in relation to the establishment and functions of Council committees and the procedure and conduct of Council and Council committees;

AND WHEREAS, pursuant to s. 203 of the *Municipal Government Act*, Council may by bylaw, delegate its powers, duties or functions to a Council committee, Chief Administrative Officer or designated officer unless any other enactment or bylaw, provides otherwise;

AND WHEREAS, the *Municipal Government Act* governs the duties and conduct of Council, Councillors, Council committees; municipal organization and administration; public participation; and the powers of a municipality;

AND WHEREAS, the Council of Morinville considers it appropriate to establish a council committee to review and make recommendations on the remuneration, including benefits, to be paid to members of Council and on other matters that may affect remuneration.

NOW THEREFORE, the Municipal Council of Morinville, Alberta duly assembled hereby enacts as follows:

1.0 TITLE

1.1 This Bylaw shall be cited as the "Council Remuneration Review Committee Bylaw".

2.0 DEFINITIONS

2.1 "Act" means the *Municipal Government Act*, R.S.A. 2000, c.M-26, any regulations thereunder, and any amendments or successor legislation thereto;

2.2 "Chief Administrative Officer" or "CAO" means the Chief Administrative Officer of Morinville appointed pursuant to s. 205 of the *Act* or the designate of the Chief Administrative Officer;

2.3 "Committee" means the Council Remuneration Review Committee as established by this Bylaw;

2.4 "Council" means the municipal Council of Morinville, including the Mayor;

2.5 "Councillor"; "Member of Council"; "Council Member" means any Member of Council of Morinville, including the Mayor;

2.6 "Councillor's Family" means the Mayor or Councillor's spouse or adult interdependent partner, children, parents, or spouses or adult interdependent partner's parents;

2.7 "Morinville elector" means a person eligible to vote in a municipal election in Morinville, pursuant to the provisions of the *Local Authorities Election Act*, R.S.A. 2000 c. L-21 as amended.

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3.0 ESTABLISHMENT AND MANDATE

- 3.1 A Council committee is hereby established and will be referred to as the Council Remuneration Review Committee.
- 3.2 The Committee mandate is to:
 - 3.2.1 Review remuneration and benefits paid to Morinville’s Council;
 - 3.2.2 Provide a report to Council with recommendations for Council’s consideration regarding the remuneration and benefits for Morinville’s Council, including honourarium, benefits, pensions, per diems, and any other form of remuneration;
 - 3.2.3 Provide recommendations on revisions to Morinville’s policies related to Council remuneration; and
 - 3.2.4 Provide any methodology to be used to establish future adjustments to remuneration, including comparators and frequency.

4.0 MEMBERSHIP

- 4.1 The Committee shall consist of five (5) members, all of whom must be Morinville electors.
- 4.2 Committee members shall not include:
 - 4.2.1 Current Council Members or Councillor’s Family; and
 - 4.2.2 Current employees of Morinville.
- 4.3 The Mayor is not an ex-officio member of the Committee.
- 4.4 The Committee shall be provided resources through the CAO. It is intended that the Legislative Officer and the Manager of Human Resources provide technical or research support to the Committee.
- 4.5 Council hereby delegates to the Chief Administrative Officer (CAO) the authority to appoint members of the Committee.
- 4.6 When appointing Committee members, the CAO shall select persons with education, skills, and/or experience in the following areas:
 - 4.6.1 Financial Services or accounting;
 - 4.6.2 Business and economics;
 - 4.6.3 Labour and employment relations;
 - 4.6.4 Community services; and
 - 4.6.5 Other public service roles
- 4.7 Committee members may be appointed:
 - 4.7.1 After this Bylaw or amendments thereto receives third reading and is duly signed;
 - 4.7.2 Following the year of a general municipal election, appointed for a term commencing on January 1 and ending when the final report has been accepted by Council but no later than December 31 of the year preceding the year of a general municipal election.

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4.8 A Morinville elector appointed to the Committee who ceases to be a Morinville elector while serving on this Committee, shall be replaced on the Committee in the same manner as new Committee members are appointed under s. 4.5 of this Bylaw.

4.9 Remuneration and conduct of Committee members shall be in accordance with the Agency, Board, Commission, and Committee Membership and Remuneration Policy.

5.0 QUORUM, MEETINGS, AND RULES OF PROCEDURE

5.1 Quorum at any Committee meeting shall consist of three (3) members provided one of the three members is the Chair or Vice-Chair.

5.2 At their first meeting after being appointed, the members of the Committee shall designate one member as Chair and another as Vice-Chair (to carry out the duties of the Chair when the Chair is absent, or otherwise unable to act in the capacity of the Chair).

5.3 The Committee will determine a meeting schedule required to fulfill the responsibilities as outlined in s. 3.0 of this Bylaw or shall meet at the call of the Chair.

5.4 The Committee may seek input from Members of Council on an as-needed basis.

5.5 The Committee may invite subject matter experts to attend any meeting of the Committee, on an as-needed basis.

6.0 COMMITTEE ROLES AND RESPONSIBILITIES

6.1 In order to fulfill the mandate as outlined in s. 3.2 of this Bylaw, the Committee shall review Council's remuneration with consideration of:

6.1.1 Remuneration that would attract a diverse range of candidates to roles of Mayor and Councillor;

6.1.2 The responsibilities, accountabilities, and time commitment required of Council members;

6.1.3 The current and anticipated economic environment;

6.1.4 Alignment with Morinville's current Council Remuneration Policy;

6.1.5 Results from the most recent Council Remuneration Review with Morinville's noted comparable municipalities and their respective Council Remuneration Policies;

6.2 The Committee may conduct whatever research it deems necessary to enable it to make recommendations to Council.

7.0 ACCOUNTABILITY

7.1 The final report prepared by the Committee, noting feedback and any recommendations as outlined s. 3.2 of this Bylaw, will be presented to Council at a Regular Meeting of Council.

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7.2 Council may at that time:

- 7.2.1 Accept the report as information, in which case, the work of the Committee as per this Bylaw is considered complete and the Committee term comes to an end.
- 7.2.2 Direct the Committee re-examine one or more aspects of the final report and present a revised report.

8.0 SEVERABILITY

8.1 If any section or parts of this Bylaw are found in any court of law to be illegal or beyond the power of Council to enact, such section or parts shall be deemed to be severable, and all other sections or parts of this Bylaw shall be deemed to be separate and independent there from and to be enacted as such.

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COMING INTO FORCE

This Bylaw shall come into full force and effect when it receives third reading and is duly signed.

READ a first time this 26th day of March, 2024.

READ a second time this 26th day of March, 2024.

READ a third and finally passed the 9th day of April, 2024.

ORIGINAL SIGNED

Simon Boersma
Mayor

ORIGINAL SIGNED

Naleen Narayan
Chief Administrative Officer