

---

## Council Remuneration Policy

---

**Policy Number:** CA297/2019  
**Approval Date:** October 22, 2019  
**Supersedes Policy:** CA12/2018

---

### SECTION A

#### 1.0 Policy Purpose

- 1.1 The *Municipal Government Act* (Section 275.1) allows for compensation to be made to members of Council for duties performed. It is the intention of Morinville to provide fair and equitable compensation to members of Council as they carry out their responsibilities. This policy provides guidelines for the provision of remuneration to elected officials.

#### 2.0 Definitions

- 2.1 **Attendance** means attendance in person or via virtual attendance (i.e. teleconference / electronic means).
- 2.2 **Chief Administrative Officer (CAO)** means the Chief Administrative Officer of Morinville as appointed by resolution or bylaw of Council.
- 2.3 **Council or Members of Council** means the duly elected municipal officers of Morinville and the Chief Elected Officer or Mayor.
- 2.4 **Council Meeting Day** means every Tuesday from 4:00 pm – 11:00 pm.
- 2.5 **Market Median (50th Percentile)** means the market median for the top attainable rate on the Pay Band where half of the municipalities will pay above the Town of Morinville and half will pay below.
- 2.6 **Morinville** means the Town of Morinville in the Province of Alberta.

2.7 **Official Capacity** means Council duties determined as per Section 3.2.1 of this policy.

### 3.0 Guiding Principles

#### 3.1 Council Compensation

3.1.1 Mayor and Council shall act as good stewards of the tax paying dollars and conduct themselves in a manner that maximizes the benefit and value to Morinville, its residents and businesses; while at the same time, minimizes the financial burden to the same.

3.1.2 The contents of this policy shall be considered when creating Council's annual budget.

3.1.3 External market surveys will be conducted in accordance with section 6.0 of this Policy. Market comparators will include:

- City of Beaumont
- Town of Devon
- City of Fort Saskatchewan
- Lacombe
- Cochrane
- Hinton
- Whitecourt
- City of Spruce Grove
- Town of Stony Plain
- Sturgeon County

3.1.4 Council remuneration will target the Market Median (50<sup>th</sup> Percentile) of comparator municipalities.

#### 3.2 Per Diems and Expense Claims

3.2.1 When deciding if compensation for per diems and expenses is warranted, Mayor and Council must consider the following criteria. If Council can answer yes to all of the following criteria, duties will be considered as Official Capacity and an expense claim should be paid according to this policy.

3.2.1.1 The expense must have a direct benefit to Morinville; promote Morinville's interests; add value to the community; or advance the community's interests.

3.2.1.2 The expense must be a result of interaction with a registered third party. (i.e. Not an individual, Council Member, Morinville staff, organization or affiliation.)

3.2.1.3 The expense must be defensible to the tax paying members of Morinville and to public scrutiny.

3.2.1.4 The expense must be free of bias and conflict of interest.

#### 4.0 Policy Statements

4.1 Members of Council shall receive compensation for their role as elected officials in five different ways – via honorarium, per diem rates, expenses, benefits and professional development. The amount spent will be limited by the amount budgeted each year.

#### 4.2 Honorarium

4.2.1 Council will receive annual honorariums in accordance with their elected seat as per Schedule B of this policy.

4.2.1.1 Honorarium rates will be increased each January as per the annual approved cost of living adjustment (COLA).

4.2.1.2 Mayor honorarium rates are higher to compensate for the additional responsibilities required of this position.

4.2.1.3 Deputy Mayor appointments are shared equally amongst the Councillors. Councillor honorarium rates are inclusive of compensation for additional responsibilities required of the Deputy Mayor position.

4.2.2 Honorarium shall be paid to all members of Council without needing to submit a claim for it.

4.2.3 Honorarium will not be retained if a member of Council is absent from meetings included in sections 4.2.4.2, 4.2.4.4 and 4.2.4.5 unless the absence is approved by Council resolution.

4.2.3.1 Notwithstanding Section 4.2.3 of this policy, members of Council will be excused for up to four (4) meeting absences per year without approval by Council resolution.

4.2.3.2 In cases where it is determined that honorarium will not be retained due to unapproved absence from meetings, deductions will be applied in the amount of one hundred

dollars (\$100) per unexcused absence up to a maximum of the total monthly honorarium.

4.2.3.3 Notice of meetings under 4.2.4.4 and 4.2.4.5 shall be provided 30 days prior to the meeting.

4.2.4 Honorarium is paid to all members of Council for the following:

4.2.4.1 Council activities conducted within the municipal boundary of Morinville and in any Town owned facilities or properties (i.e. Morinville Leisure Centre) shall fall under honorarium unless otherwise indicated within the policy.

4.2.4.2 Attendance at Council meetings.

4.2.4.3 Attendance at all Special meetings of Council.

4.2.4.4 Attendance at budget sessions, planning sessions and strategic initiative sessions notwithstanding the maximum of three (3) full day sessions that will be paid at a conference rate as per Schedule B as per Section 4.3.8 .

4.2.4.5 Council orientations.

4.2.4.6 Administrative meetings and meetings with Morinville Administration.

4.2.4.7 Chief Administrative Officer performance and evaluation meetings.

4.2.4.8 Meetings with Sturgeon County representatives and/or meetings at Sturgeon County offices.

4.2.4.9 Public consultation and/or meetings (i.e. community groups, steering committee meetings, recreational facility, school boards, open houses, public forums).

4.2.4.10 Dealing with and responding to public concerns from citizens, clubs, organizations and businesses, etc.

4.2.4.11 Ceremonial duties including attendance at ceremonies, grand openings, banquets, luncheons, parades, open houses, new equipment arrival, ribbon cuttings etc. within Morinville and

participation at golf tournaments regardless of geographical location.

- 4.2.4.12 Attendance or participation at Morinville social events (i.e. Christmas party, golf tournament, Social Committee functions, potluck, etc.).
- 4.2.4.13 Preparation for Council meetings, Council committee meetings and other items listed under Section 4.2.5 (Honorariums).
- 4.2.4.14 Duties as Commissioner of Oaths.
- 4.2.4.15 Cheque and agreement signing.
- 4.2.4.16 Anything not specifically listed under Per Diems (Section 4.3 of this policy).
- 4.2.4.17 Meeting attendance at internal Boards and Committees with majority of members Councillors.

### 4.3 Per Diems

- 4.3.1 **Per Diem claims will be approved in accordance with guiding principles of section 3.2 of this policy.**
- 4.3.2 Council will receive Per Diem rates in accordance with Schedule B of this policy.
- 4.3.3 **Per Diem rates shall apply to Council activities conducted outside of the municipal boundary of Morinville excluding any Town owned facilities or properties (i.e. Morinville Leisure Centre) unless otherwise indicated within the policy.**
- 4.3.4 Per Diem paid activities shall be compensated for upon submission and approval of a claim form.
  - 4.3.4.1 Claim forms must be submitted at minimum on a monthly basis.
  - 4.3.4.2 The Mayor shall be responsible for approving Councillor's claims and the Deputy Mayor responsible for approving the Mayor's claims. In the case of the Mayor and/or Deputy

Mayor being absent, the outgoing Deputy Mayor may sign claims as appropriate.

- 4.3.4.3 A claim that is not approved may be taken to Council to appeal the decision.
- 4.3.5 Per diems will NOT be paid for the following:
  - 4.3.5.1 Events listed under Honorarium (Section 4.2 of this policy).
  - 4.3.5.2 Attendance at events that is not in official capacity.
  - 4.3.5.3 Attendance at social events including but not limited to the ceremonial duties in Section 4.2.4.12.
- 4.3.6 Time calculated for per diem shall include travel time to and from the activity with a starting point in Morinville or if starting at another point, whichever is less.
- 4.3.7 If an external board or committee pays per diems to a member that is less than the Morinville's per diem rate, a Member of Council appointed to that board may claim only the difference between the Morinville per diem and the board or committee per diem and/or mileage. Council members shall not be paid more than identified in this policy including Per Diem rates in section 3.3 and Schedule A.
- 4.3.8 Per Diems will be paid at the Conference rate as per Schedule B for a maximum of three (3) full day sessions for budget, planning and / or strategic initiative purposes, within or outside of the municipal boundary of Morinville. All other sessions will fall under Council Honorarium.
- 4.3.9 Per diems are paid to all Members of Council for the following:
  - 4.3.9.1 In the instance where a per diem is paid to a public board member or chair, the same per diem will apply to Members of Council. Please refer to Schedule A.
  - 4.3.9.2 Meeting attendance for boards, committees and commissions that Members of Council are appointed to by resolution of Council as per Schedule A (i.e. Northern Lights Library System).

4.3.9.2.1 Alternate attendee per diem pay shall apply as follows:

- 4.3.9.2.1.1 Appointed alternate attendees are allotted per diem to a maximum of 3 meetings per year when accompanying main board member.
  - 4.3.9.2.1.2 Appointed alternates will be paid full per diem when attending in place of the main board member.
  - 4.3.9.2.1.3 Notwithstanding 4.3.7, the Edmonton Metropolitan Region Board (EMRB) appointed alternate member will be paid an equivalent amount to appointed member for each EMRB meeting they attend (only for the main EMRB committee; subcommittees are not included).
  - 4.3.9.2.1.4 Non-appointed alternates shall be paid at the Morinville Per Diem Rates per Section 4.3 of this policy to a maximum of 3 meetings per year.
- 4.3.9.3 Attendance at conferences (i.e. AUMA, FCM, ACRWC, NLLS), seminars, workshops and courses with content / subject matter directly related to Council appointments.
- 4.3.9.3.1 Per Diems for conferences will be paid in accordance with Schedule B of this policy.
- 4.3.9.4 Attendance at activities as per Professional Development (Section 4.6 of this policy).
- 4.3.10 Anything not specifically covered by a per diem shall be considered as being compensated for by honorarium.
- 4.3.10.1 The only exceptions shall be activities, other than those stated above, where Council agrees to pay a per diem upon specific authorization by resolution of Council.
- 4.3.11 Per Diem Rates for all eligible activities shall be paid in accordance with accordance with Schedule A and Schedule B of this policy.

4.3.11.1 Per Diem rates shall not exceed flat rates as per Schedule A of this policy.

4.3.11.2 The combination of all eligible activities shall not exceed the daily maximums as per Schedule B of this policy.

4.3.12 Per Diem earnings shall not exceed the annual budgeted funds. These funds may not be transferred from one Council member to another unless approved by Council resolution.

#### 4.4 Expenses

4.4.1 **Expense claims shall be approved in accordance with guiding principles of section 3.2 of this policy.**

4.4.2 Expenses incurred shall be reimbursed upon submission and approval of a claim form.

4.4.2.1 Expense claim forms must be submitted **at minimum on a monthly basis.**

4.4.2.2 The Mayor shall be responsible for approving Councillor's claims and the Deputy Mayor responsible for approving the Mayor's claims. In the case of the Mayor and/or Deputy Mayor being absent, the outgoing Deputy Mayor may sign claims as appropriate.

4.4.2.3 A claim that is not approved may be taken to Council to appeal the decision.

4.4.3 Expenses incurred for the following will NOT be paid or reimbursed:

4.4.3.1 Expenses incurred for attendance at events that is not in official capacity.

4.4.3.2 Expenses or mileage for events within Morinville listed under Honorarium (Section 4.2 of this policy).

4.4.3.3 Expenses incurred at social events including but not limited to the ceremonial duties in Section 4.2.4.12.



- 4.4.4 **Meal reimbursement** will be set at the Government of Alberta rates. Please refer to Schedule B for more information. Mayor and Council are to submit receipts for meals (receipts not to exceed daily allowance). When breakfast, lunch or dinner is provided at a conference, seminar, workshop, or meeting then meal allowances or receipted meals will not be reimbursed without Council approval.
- 4.4.5 **Travel reimbursement** (with a travel starting point in Morinville or if starting at another point, whichever is less) will be set at the Government of Alberta rates. Please refer to Schedule B for more information.
- 4.4.5.1 If a personal vehicle is used for official Morinville business outside of Alberta, a cost comparison must be performed listing the costs associated with driving versus flying. The cost comparison should be made prior to the trip and for the same dates as the planned business trip. The driving cost estimate should include mileage, rental car charges (if applicable), meals, lodging en route and associated highway toll charges. The airfare cost estimate should include the roundtrip cost of the lowest available commercial airfare prior to the date of the trip, roundtrip mileage to the airport, airport parking, taxi/shuttle expense from the airport to the business destination or rental car charges at business destination if necessary. The reimbursement amount claimed must be the lesser of the lowest cost estimated by flying or driving. Personal safety should always be taken into consideration when making travel arrangements.
- 4.4.6 **Additional Expenses:**
- 4.4.6.1 If requested tickets are not utilized by the Member of Council who requested them, that Member of Council shall reimburse the Town for the expense.
- 4.4.6.2 **Guest Expenses:** Morinville shall not pay for guest expenses associated with Council activities. This includes travel, accommodation, registrations, meals, tickets to events and other similar expenses.
- 4.4.6.2.1 Members of Council may claim for spousal or guest expenses in circumstances where it is expected that they be accompanied by their spouse or guest

to a maximum of \$200 per year (i.e. including but not limited to FCM Conference Gala).

- 4.4.6.3 **Electronic Device (tablet or laptop computer):** Members of Council will receive an electronic device and software once per Council term (4 years) following the Municipal Election in order to conduct Council duties; Administration will make provision in the municipal budget for such.

Council members who elect to purchase an electronic device of their own choice, will be provided up to \$2,000 to do so. Administration will provide support and software for Windows and Apple based electronic devices and software.

Councillors will have the option at the end of their term (or upon resignation from Council) to return all electronic devices and software to Morinville; or purchase the same at a cost that has been depreciated based on  $\frac{1}{4}$  of the original cost per year in each of the four years with a residual balance of zero.

Use of electronic devices shall be in accordance with legislation (i.e. FOIP) and applicable Morinville policies.

- 4.4.6.4 **Miscellaneous Technology:** Councillors will receive an annual one-time reimbursement, not to exceed \$500, in January each calendar year for miscellaneous technology including but not limited to photocopying, printing, internet access and cell phones.

- 4.4.6.5 **Cell Phone (Mayor):** The Mayor is provided with a cell phone and digital package or compensated to a maximum value of a Morinville employee digital package in order to carry out his / her duties.

- 4.4.6.6 **Political Events:**

- 4.4.6.6.1 Should a Member of Council attend a political event on behalf of Morinville, for which proceeds support a political party or candidate, Morinville shall not reimburse any portion of a meal or event expense that constitutes proceeds to a political party, constituency association or candidate. Also, Morinville cheques, purchase orders or

procurement cards shall not be used to pay for any portion of a meal or event expense that constitutes proceeds to a political party, constituency association or candidate.

4.4.6.6.2 The individual purchasing a ticket for a political event may retain the tax receipt for his or her own purposes. The tax receipt, issued by the party, constituency association or candidate should be in the name of the individual purchasing the ticket.

4.4.6.7 **Virtual Meeting Attendance:** The cost of attending a regular Council meeting or special meeting of Council via teleconference or electronic means shall be reimbursed, as approved by the Mayor or Deputy Mayor in the case of the Mayor being absent.

#### 4.5 **Benefits**

4.5.1 Morinville shall pay 100% of the premiums for the AUMA Group Benefit Plan as offered to the Mayor and Councillors.

#### 4.6 **Professional Development**

4.6.1 Mayor and Council will determine a professional development plan and budget each year during the annual budget process.

4.6.2 Budgeted funds for professional development activities will be divided equally between Councillors for their discretionary use. These funds may not be transferred from one Councillor to another unless approved by Council resolution.

4.6.2.1 If any professional development activity will result in a member of Council exceeding any portion of their individual budget, a resolution of Council is required.

4.6.3 Council Members attending professional development activities are expected to report their findings for overall Council benefit.

**5.0 Effective Date**

5.1 This policy shall come into effect January 1, 2020.

**6.0 Review of Policy**

6.1 A review of this policy shall be conducted by an external party midterm of each Council term. Where possible, this review shall be conducted in conjunction with Morinville Administration salary reviews.

**SECTION B**

**1.0 Review/Revision History and Author**

Council Remuneration Policy CA12/2018  
Council Remuneration Policy CA305/2016  
Council Remuneration and Per Diem Policy (CA 128/2013)/Reviewed by the Council  
Compensation & Review Committee  
Council Remuneration and Per Diem Policy (CA202/2011)  
Council Remuneration and Per Diem Policy (CA14/2011)  
Council Remuneration and Per Diem Policy (174/2010)  
Council Remuneration and Per Diem Policy (137/2010)  
Council, Staff & Town at Large Attendance and Remuneration Policy (216/2005)



---

Barry Turner  
Mayor



---

Stephanie Labonne  
Chief Administrative Officer

**Schedule A** 2019/2020 Council Appointed Committees

Updated October 2019

| Committee  | Appointee   | Per Diem Paid (to Public Board Member)  | Public Member Per Diem paid by Whom? | Per Diem Paid (to Council Member)   | Per Diem Paid by Whom? | Mileage Paid? (By Whom?)                 | Is top up allowed Per Diem / Mileage? By Whom? | Per Diem vs. Honorarium |   | How often does committee meet? (Length of meeting)? |
|--|---|---|--------------------------------------|---|------------------------|--|--|-------------------------|---|---|
|  |   |   |                                      |   |                        |  |  | PD                      | H |   |
| <b>Committees of Council (MGA S. 145)</b>                            |   |   |                                      |   |                        |  |  |                         |   |   |
| Community Services Advisory Board (CSAC) (2 members)                 | Councillor Boutestein<br>Councillor Balanko               | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town                                 | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town                   | None                                     | N/A  | ✓                       |   | Monthly   |
| Emergency Management Committee                                       | All members of Council,<br>Mayor as Chair                 | No public members   | N/A                                  | None  | N/A                    | None                                     | N/A  | ✓                       |   | As required   |
| Morinville Community Recreation Facility Sponsorship Committee       | Mayor Turner  | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town                                 | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town                   | None                                     | N/A  | ✓                       |   | As required   |
| Morinville / Sturgeon County Inter-municipal Affairs Committee (IAC) | All members of Council,<br>Mayor as Co-Chair              | No public members   | N/A                                  | None  | N/A                    | None                                     | N/A  | ✓                       |   | 2x/year   |
| Morinville Inter-municipal Collaboration Framework Task Force (ICF)  | Mayor Turner<br>Councillor Boutestein<br>Councillor Dafoe | No public members   | N/A                                  | as per Town policy  | Town                   | None                                     | N/A  | ✓                       |   | As required   |
| Sturgeon Regional Emergency Management Partnership (SREMP)           | Councillor Richardson<br>Alt: Councillor Balanko          | No public members   | N/A                                  | as per Town policy  | Town                   | 0.505/km if outside of Morinville (Town) | N/A  | ✓                       |   | 2x/year, or at the call of Chair                    |

**Schedule A**  
2019/2020 Council Appointed Committees

Updated October 2019

| Committee   | Appointee   | Per Diem Paid (to Public Board Member)  | Public Member Per Diem paid by Whom? | Per Diem Paid (to Council Member)   | Per Diem Paid by Whom?                          | Mileage Paid? (By Whom?)                                      | Is top up allowed Per Diem / Mileage? By Whom? | Per Diem vs. Honorarium |   | How often does committee meet? (Length of meeting)? |
|---|---|---|--------------------------------------|---|---|---|--|-------------------------|---|---|
|   |   |   |                                      |   |   |   |  | PD                      | H |   |
| <b>Legislated Committees</b>                                    |   |   |                                      |   |   |   |  |                         |   |   |
| Agricultural Pest Act Appeal Committee                          | All members of Council, Mayor as Chair                          | No public members   | N/A                                  | None  | N/A   | None  | N/A  |                         | V | As required   |
| Assessment Review Board (2 Councillors)                         | Councillor Balanko<br>Councillor Richardson                     | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town                                 | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town  | None  | N/A  | V                       |   | As required   |
| Edmonton Metropolitan Region Board (EMRB) (Vote)                | Mayor Turner<br>Alt: Councillors Giffin & Hall (all can attend) | No public members   | N/A                                  | \$200/mtg to Mayor<br>All who attend are paid as per Town policy                        | Mayor - CRB Alternates/Other Councillors - Town | 0.505/km<br>CRB - Mayor<br>Town - Alternate/Other Councillors | N/A  | V                       |   | Monthly (3 hours)                                   |
| Morinville Public Library Board (MPLB)                          | Councillor Richardson<br>Councillor Balanko                     | \$40 Chairperson/Member   | Library                              | \$40  | Library   | None  | N/A  | V                       |   | Monthly (2 hours)                                   |
| Municipal Planning Commission (MPC) (2 Councillors)             | Councillor Balanko<br>Councillor Hall                           | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town                                 | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town  | None  | N/A  | V                       |   | Monthly (20 minutes - 3 hours)                      |
| Rosieridge Waste Management Services Commission (1 Councillor)  | Councillor Dafoe (Chair)<br>Alt: Councillor Giffin              | No public members   | N/A                                  | \$100/meeting<br>Chair receives \$125/mtg   | Rosieridge                                      | 0.505/km<br>Town  | Yes, PD by Town, as per Town Policy            | V                       |   | Monthly, not July & Aug. (3 hours)                  |
| Subdivision and Development Appeal Board (SDBA) (2 Councillors) | Councillor Dafoe<br>Councillor Richardson                       | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town                                 | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town  | None  | N/A  | V                       |   | As required   |
| Weed Control Act Appeal Committee                               | All members of Council, Mayor as Chair                          | No public members   | N/A                                  | None  | N/A   | None  | N/A  |                         | V | As required   |

**Schedule A**  
2019/2020 Council Appointed Committees

Updated October 2019

| Committee   | Appointee  | Per Diem Paid (to Public Board Member) | Public Member Per Diem paid by Whom? | Per Diem Paid (to Council Member)   | Per Diem Paid by Whom?                       | Mileage Paid? (By Whom?)                 | Is top up allowed Per Diem / Mileage? By Whom? | Per Diem vs. Honorarium |   | How often does committee meet? (Length of meeting)? |
|---|--|--|--------------------------------------|---|--|--|--|-------------------------|---|---|
|   |  |  |                                      |   |  |  |  | PD                      | H |   |
| Advisory Committees (ie. 642 Functional, CCC Fees AdHoc, others) less than 1 year in duration | Any member(s) of Council                         | No public members                      | N/A                                  | No  | N/A  | None                                     | N/A  |                         | V | As required   |
| Alberta Capital Region Wastewater Commission (ACRWC)  | Councillor Boutestein<br>Alt: Councillor Balanko | No public members                      | N/A                                  | \$195/mtg <4 hours<br>\$325/mtg >4 hours<br>Conference rate: \$487.50/day | Alberta Capital Region Wastewater Commission | 0.58/km ACRWC                            | N/A  | V                       |   | Every second month, sometimes monthly if required   |
| Edmonton Global Shareholder Group   | Mayor Turner<br>Alt: Councillor Richardson       | No public members                      | N/A                                  | as per Town policy  | Town   | 0.505/km Town                            | N/A  | V                       |   | As required   |
| EMRB Executive Committee  | Mayor Turner<br>Alt: Councillor Hall             | No public members                      | N/A                                  | \$200/mtg to Mayor<br>Alternate - as per Town policy                      | Mayor - CRB<br>Alternate - Town              | 0.505/km CRB - Mayor<br>Town - Alternate | N/A  | V                       |   | Every 2 months                                      |
| EMRB Regional Agriculture Master Plan Task Force (RAMP)                                       | Mayor Turner<br>Alt: Councillor Boutestein       | No public members                      | N/A                                  | \$200/mtg to Mayor<br>Alternate - as per Town policy                      | Mayor - CRB<br>Alternate - Town              | 0.505/km CRB - Mayor<br>Town - Alternate | N/A  | V                       |   | Every 2 months                                      |
| EMRB Integrated Regional Transportation Master Plan Task Force (IRTMP)                        | Councillor Boutestein<br>Alt: Councillor Dafee   | No public members                      | N/A                                  | \$200/mtg to Mayor<br>Alternate - as per Town policy                      | Mayor - CRB<br>Alternate - Town              | 0.505/km CRB - Mayor<br>Town - Alternate | N/A  | V                       |   | Every 2 months                                      |
| EMRB Shared Investment for Shared Benefit (SISB)  | Mayor Turner<br>Alt: Councillor Hall             | No public members                      | N/A                                  | \$200/mtg to Mayor<br>Alternate - as per Town policy                      | Mayor - CRB<br>Alternate - Town              | 0.505/km CRB - Mayor<br>Town - Alternate | N/A  | V                       |   | Every 2 months                                      |

**Committees with Council Representation Requested**

**Schedule A**

Updated October 2019

**2019/2020 Council Appointed Committees**

| Committee   | Appointee  | Per Diem Paid (to Public Board Member)  | Public Member Per Diem paid by Whom? | Per Diem Paid (to Council Member)   | Per Diem Paid by Whom?  | Mileage Paid? (By Whom?)   | Is top up allowed Per Diem / Mileage? By Whom? | Per Diem vs. Honorarium |   | How often does committee meet? (Length of meeting)?                        |
|---|--|---|--------------------------------------|---|---|--|--|-------------------------|---|--|
|   |  |   |                                      |   |   |  |  | PD                      | H |  |
| Edmonton Region Waste Advisory Committee (ERWAC)                                      | Councillor Giffin                                      | No public members   | N/A                                  | as per Town policy  | Town  | 0.50\$/km Town   | N/A  | V                       |   | 3-4 times per year   |
| Homeland Housing  | Councillor Hall  | No public members   | N/A                                  | \$150 1-4 hrs<br>\$200 > 4 hrs<br>Chair receives<br>+\$20/mtg +\$40/month   | Homeland Housing  | 0.54/km Homeland Housing   | N/A  | V                       |   | Monthly (2-3 hours)  |
| Morinville & District Chamber of Commerce Liaison (to attend executive meetings only) | Councillor Giffin<br>Alt: Councillor Boutestein        | No public members   | N/A                                  | \$50  | Town  | N/A  | N/A  | V                       |   | Monthly  |
| Morinville Festival Society (Council Liaison)   | Mayor Turner<br>Alt: Councillor Hall                   | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | No                                   | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours   | Town  | N/A  | N/A  | V                       |   | As required  |
| Northern Lights Library System (NLLS)   | MPLB Chair Jennifer Anheliger<br>Alt: Councillor Dafoe | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | N/A                                  | \$100/mtg for stand alone executive meetings only. Chair receives \$150/executive mtg. NLLS does not pay per diem for board meeting | NLLS pays for executive meetings only.<br>Town pays per diem for board meetings, as per Town Policy | 0.50\$/km<br>NLLS pays mileage for both executive and board meetings | Yes, PD by Town, as per Town Policy            | V                       |   | Executive 9x/year (4-5 hours plus 6 hour drive roundtrip)<br>Board 4x/year |
| Regional Transit Services Commission (RTSC)   | Councillor Hall<br>Alt: Councillor Balanko             | No public members   | N/A                                  | \$200/mtg to Cir. Hall<br>Alternate - as per Town policy  | Cir. Hall - CRB<br>Alternate - Town   | 0.50\$/km<br>CRB - Cir. Hall<br>Town - Alternate                     | N/A  | V                       |   | Every 2 months   |

BT  
Mayor

CAO  
CAO



**2019/2020 Council Appointed Committees**

**Schedule A**

Updated October 2019

| Committee  | Appointee  | Per Diem Paid<br>(to Public Board<br>Member)  | Public<br>Member<br>Per Diem<br>paid by<br>Whom? | Per Diem Paid<br>(to Council Member)  | Per Diem Paid by<br>Whom? | Mileage Paid?<br>(By Whom?)              | Is top up allowed<br>Per Diem /<br>Mileage? By<br>Whom? | Per Diem vs.<br>Honorarium |   | How often<br>does<br>committee<br>meet?<br>(Length of<br>meeting)? |
|--|--|---|--|---|---------------------------|--|---|----------------------------|---|--|
|  |  |   |  |   |                           |  |   | PD                         | H |  |
| Sturgeon River Watershed<br>Alliance                     | Councillor Balanko<br>Alt: Councillor Richardson | No public members   | N/A  | as per Town policy  | Town                      | 0.50\$/km if out of<br>Morinville (Town) | N/A   | V                          |   | minimum 2/yr<br>or at the call of<br>Chair<br>(2 hours)            |
| Traffic Advisory<br>Committee (TAC)<br>(Admin Committee) | Councillor Giffin<br>Alt: Councillor Richardson  | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town   | \$50/mtg <2 hours<br>\$100/mtg +2-4 hours<br>\$200/mtg +4-8 hours<br>\$300/mtg +8 hours | Town                      | None                                     | N/A   | V                          |   | Every second<br>month<br>(2-3 hours)                               |

  
Mayor

  
CAO

**SCHEDULE B – Council Remuneration Rates**

**1.0 Honorarium Rate**

1.1 Honorarium rates are as follows:

| <b>2019 Council Honorariums</b> |                  |                   |
|---------------------------------|------------------|-------------------|
|                                 | <b>Mayor</b>     | <b>Councillor</b> |
| Bi-Weekly Salary:               | 1,953.73         | 990.86            |
| Monthly Salary:                 | 4,233.07         | 2,146.87          |
| <b>Annual Salary:</b>           | <b>50,796.80</b> | <b>25,762.40</b>  |

| <b>2020 Council Honorariums</b> |                  |                   |
|---------------------------------|------------------|-------------------|
|                                 | <b>Mayor</b>     | <b>Councillor</b> |
| Bi-Weekly Salary:               | 2,525.66         | 1,357.15          |
| Monthly Salary:                 | 5,472.26         | 2,940.49          |
| <b>Annual Salary:</b>           | <b>65,667.09</b> | <b>35,285.88</b>  |

**2.0 Per Diem Rate**

2.1 Per Diem rates are as follows:

| <b># of Hours</b>              | <b>Per Diem Rate</b> |
|--------------------------------|----------------------|
| 0 – 2                          | \$ 50                |
| +2 – 4                         | \$ 100               |
| +4 – 8                         | \$ 200               |
| +8<br>(Daily Maximum)          | \$ 300               |
| Conferences<br>(Daily Maximum) | \$200                |

**3.0 Mileage Rate**

3.1 Standard mileage will be reimbursed at the Government of Alberta rate of 0.505/km.

#### 4.0 Meal Allowance

4.1 Meals will be reimbursed to the following maximums established at the Government of Alberta rates:

|               |         |
|---------------|---------|
| Breakfast     | \$9.20  |
| Lunch         | \$11.60 |
| Dinner        | \$20.75 |
| Daily Maximum | \$41.55 |

#### 5.0 Updates to Schedule

5.1 This information will be updated as necessary.

---

  
Mayor

  
CAO