



Regular Meeting of Council
AGENDA

Tuesday, April 14, 2026

4:00 p.m.

Council Chambers

Morinville Civic Hall

Pages

1. **Call to Order**
2. **Adoption of Agenda**
Presenter: Mayor S. Boersma
 - 2.1 **Notice of Identified Meal break: 6:30 - 7:00 pm**
 - 2.2 **Adoption / Additional Items**
Recommended Motion:
That Council approve the agenda as presented.
 - 2.3 **Consent Agenda** 5
Recommended Motion:
That Council approve the following items on the Consent Agenda and respective recommendations.
3. **Public Hearing**
Presenter: Mayor S. Boersma

There are no Public Hearings Scheduled.
4. **Adoption of Minutes**
Presenter: Mayor S. Boersma
 - 4.1 **March 24, 2026, Regular Meeting of Council** 6
Recommended Motion:
That Council approve the March 24, 2026, Regular Meeting of Council minutes.
5. **Council Announcements**
Presenter: Mayor S. Boersma
6. **Delegations**
Presenter: Mayor S. Boersma

There are no scheduled Delegations.
7. **Public Presentations**
Presenter: Mayor S. Boersma
 - 7.1 **Scheduled Public Presenters**
There are no scheduled Public Presenters.

7.2 Public Sign-Ups

Members of the public in attendance at the meeting will be provided with an opportunity to address Council regarding an item on the agenda, with the exception of those items for which a Public Hearing is required or has been held. Each individual will be allowed a maximum of five (5) minutes.

8. Business

8.1 Bylaws

- 8.1.1 2026 Borrowing Bylaws 13
Presenter: D. Jones, Manager, Financial Services

Recommended Motion:

That Council approve 2nd Reading of the 2026 Sanitary Upgrades Borrowing Bylaw No. 4/2026.

Recommended Motion:

That Council approve 3rd Reading of the 2026 Sanitary Upgrades Borrowing Bylaw No. 4/2026.

Recommended Motion:

That Council approve 2nd Reading of the 2026 East Boundary Road Improvements Stage I Borrowing Bylaw No. 5/2026.

Recommended Motion:

That Council approve 3rd Reading of the 2026 East Boundary Road Improvements Stage I Borrowing Bylaw No. 5/2026.

- 8.1.2 Morinville Library Board Bylaw 22
Presenter: L. McCarron, Programs and Services Supervisor

Recommended Motion:

That Council approve 1st Reading of the Morinville Library Board Bylaw No. 6/2026.

8.2 New Business

- 8.2.1 Morinville 2026 – 2030 Strategic Plan 34
Presenter: M. Hay, Chief Administrative Officer

Recommended Motion:

That Council approve the 2026–2030 Council Strategic Plan as presented.

8.3 Policy

- 8.3.1 Committee Appointments and Remuneration Policies 44
Presenter: R. Gilbert, Legislative & Corporate Initiatives Coordinator

Recommended Motion:

That Council approve the Council and Public Member Committee Appointments Policy, rescinding the Agency, Board, Commission, and Committee Appointments Policy CP144/2022.

Recommended Motion:

That Council approve the Public Member Committee Remuneration Policy, rescinding the Agency, Board, Commission, and Committee Membership and Remuneration Policy CP145/2022.

- 8.3.2 Municipal Naming Policy 92
Presenter: M. Hay, Chief Administrative Officer

Recommended Motion:

That Council approve the Municipal Naming Policy, rescinding the Municipal Naming Policy CP225/2022.

- 8.3.3 CAO Recruitment Policy 102
Presenter: T. Nosko, General Manager, Corporate and Planning Services

Recommended Motion:

That Council approve the CAO Recruitment Policy as presented.

9. Committee of the Whole

Recommended Motion:

That Council move into Committee of the Whole.

Mayor S. Boersma pass the Chair to Deputy Mayor N. Himschoot.

9.1 Business

Presenter: Deputy Mayor J. Anheliger

- 9.1.1 CAO Report 108
Presenter: M. Hay, Chief Administrative Officer

9.2 Council Boards/Committees/Commission Reports 111

Presenter: Deputy Mayor N. Himschoot

9.3 Action Tracking List 119

Presenter: R. Gilbert, Legislative & Corporate Initiatives Coordinator

10. Business Arising from Committee of the Whole

Presenter: Mayor S. Boersma

Recommended Motion:

That Committee move into Regular Meeting of Council.

Deputy Mayor N. Himschoot pass the Chair to Mayor S. Boersma.

11. Mayor and Council

Presenter: Mayor S. Boersma

11.1 Councillor L. Parenteau

Recommended Motion:

That Council direct Administration to prepare and distribute materials on development standards and common compliance matters, specifically targeting awareness among property owners and occupants in the primary commercial and general commercial districts for 2026.

12. Notices of Motion

Presenter: Mayor S. Boersma

13. Closed Session

Presenter: Mayor S. Boersma

There are no scheduled Closed Session Items.

13.1 Return to Open Session**14. Business Arising from Closed Session****15. Adjournment**

Town of Morinville
April 14, 2026, Regular Meeting of Council

Items for consideration – Consent Agenda:

Agenda Item	Subject / Recommendation:	Selected for Debate
4.1	Adoption of Minutes, March 24, 2026, Regular Meeting of Council Motion to approve the March 24, 2026, Regular Meeting of Council minutes.	
8.1.1	2026 Borrowing Bylaws Motion to approve 2 nd Reading of the 2026 Sanitary Upgrades Borrowing Bylaw No. 4/2026. Motion to approve 3 rd Reading of the 2026 Sanitary Upgrades Borrowing Bylaw No. 4/2026. Motion to approve 2 nd Reading of the 2026 East Boundary Road Improvements Stage I Borrowing Bylaw No. 5/2026. Motion to approve 3 rd Reading of the 2026 East Boundary Road Improvements Stage I Borrowing Bylaw No. 5/2026.	
8.1.2	Morinville Library Board Bylaw Motion to approve 1 st Reading of the Morinville Library Board Bylaw No. 6/2026.	
8.2.1	Morinville 2026 – 2030 Strategic Plan Motion to approve the 2026 – 2030 Council Strategic Plan as presented.	
8.3.1	Committee Appointments and Remuneration Policies Motion to approve the Council and Public Member Committee Appointments Policy, rescinding the Agency, Board, Commission, and Committee Appointments Policy CP144/2022. Motion to approve the Public Member Committee Remuneration Policy, rescinding the Agency, Board, Commission, and Committee Membership and Remuneration Policy CP145/2022.	
8.3.2	Municipal Naming Policy Motion to approve the Municipal Naming Policy, rescinding the Municipal Naming Policy CP225/2022.	
8.3.3	CAO Recruitment Policy Motion to approve the CAO Recruitment Policy as presented.	
9.1.1	CAO Report	
9.3	Action Tracking List	

**As per Procedure Bylaw No. 2/2026 – Public Hearings, Council Board/Committee/Commission reports, delegations, and verbal reports shall not be approved under the Consent Agenda.



Town of Morinville
Regular Meeting of Council

Tuesday, March 24, 2026, 4:00 p.m.
Council Chambers
Morinville Civic Hall

Members Present:

Mayor S. Boersma
Deputy Mayor N. Himschoot
Councillor J. Anheliger
Councillor D. Duliba
Councillor L. Parenteau
Councillor M. St. Denis
Councillor J. Wood

Staff Present:

M. Hay, Chief Administrative Officer
T. Nosko, General Manager, Corporate and Planning Services
D. Slokar, General Manager, Community & Infrastructure Services
T. Auer, Manager, Planning & Economic Development
B. Boddez, Fire Chief / Manager, Community Safety Services
C. Chartrand, Manager, Infrastructure Services
T. Dalzell-Heise, Manager, Communications & Legislative Services
D. Jones, Manager, Financial Services
R. Gilbert, Legislative & Corporate Initiatives Coordinator
N. Sowers, Legislative Services Administrator

1. Call to Order

Mayor S. Boersma called the meeting to order at 4:00 p.m. and acknowledged that Town Council meets on Treaty 6 Territory, traditional lands of the Cree, Dene, Stony Nakota Sioux, Saulteaux and Ojibiwe First Nations and the Metis people. The Town of Morinville is dedicated to ensuring that the spirit of Treaty 6 is honoured and respected.

2. Adoption of Agenda**2.1 Notice of Identified Meal break: 6:30 - 7:00 pm**

Mayor S. Boersma provided notice of an identified meal break between 6:30 and 7:00 p.m.

2.2 Adoption / Additional Items

49/2026

Moved by D. Duliba

That Council approve the agenda as presented.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

2.3 Consent Agenda

50/2026

Moved by J. Anheliger

That Council approve the following items on the Consent Agenda and respective recommendations.

- 4.1 Adoption of Minutes, March 10, 2026, Regular Meeting of Council
- 8.3.2 Sustainable Growth Policy Rescinding

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

3. Public Hearing

There were no Public Hearings scheduled.

4. Adoption of Minutes**4.1 March 10, 2026, Regular Meeting of Council**

Approved on Consent Agenda;

That Council approve the March 10, 2026, Regular Meeting of Council minutes.

5. Protocol Items

Council recognized the Morinville Jets Hockey team for reaching the CJHL playoffs finals.

Council congratulated the Morinville Soccer team for a great season: U13 girls (3rd), U13 boys (8th), U15 girls (3rd), U15 boys (2nd), and U17 girls (8th).

Town of Morinville Regular Meeting of Council minutes, March 24, 2026

Council congratulated Sturgeon Hockey on the season and recognized Mustangs teams 401, 402, 403, and 502, and the Fillies U18 team for competing at Provincials and winning banners.

Council extended a Happy Easter.

6. Delegations

6.1 Municipal Assessment Services Group Presentation

T. Horne, President, Municipal Assessment Services Group, made a PowerPoint presentation (attached to Agenda) and answered questions from Council.

51/2026

Moved by N. Himschoot

That Council extend the delegation past 15 minutes.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

6.2 Tek Biz Coach Presentation

T. Page, Tek Biz Coach, made a PowerPoint presentation (attached to Agenda) and answered questions from Council.

7. Public Presentations

7.1 Scheduled Public Presenters

There were no scheduled Public Presenters.

7.2 Public Sign-Ups

There were no public presentations.

8. Business

8.1 Bylaws

8.1.1 2026 Property Tax Bylaw No. 7/2026

52/2026

Moved by N. Himschoot

That Council approves 1st Reading of the 2026 Property Tax Bylaw No. 7/2026.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

Council recessed at 5:17 p.m.
 Council reconvened at 5:21 p.m.

8.1.2 Policing Committee Bylaw No. 1/2026

53/2026

Moved by L. Parenteau

That Council approve 1st Reading of the Policing Committee Bylaw No. 1/2026.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

54/2026

Moved by N. Himschoot

That Council approve 2nd Reading of the Policing Committee Bylaw No. 1/2026.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

55/2026

Moved by M. St. Denis

That Council unanimously agrees to consider 3rd Reading of the Policing Committee Bylaw No. 1/2026.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

56/2026

Moved by J. Anheliger

That Council approve 3rd Reading of the Policing Committee Bylaw No. 1/2026.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

57/2026

Moved by N. Himschoot

That Council approve the 2025/26 Standing Committees of Council as amended, appointing Councillor Duliba to the Policing Committee until December 31, 2026.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

8.1.3 Procedure Bylaw No. 2/2026

58/2026

Moved by N. Himschoot

That Council postpone consideration of 3rd Reading of the Procedure Bylaw No. 2/2026 to after the Proclamation Policy Agenda Item.

For (4): S. Boersma, J. Anheliger, D. Duliba, and N. Himschoot
Against (3): L. Parenteau, M. St. Denis, and J. Wood

Carried (4 to 3)

8.2 New Business

There were no scheduled New Business Items.

8.3 Policy

8.3.1 Proclamation Policy

59/2026

Moved by L. Parenteau

That Council approve the Proclamation Policy as presented.

For (6): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, and M. St. Denis
Against (1): J. Wood

Carried (6 to 1)

60/2026

Moved by N. Himschoot

That Council approve 3rd Reading of the Procedure Bylaw No. 2/2026.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

8.3.2 Sustainable Growth Policy - Rescindment

Approved on Consent Agenda;

That Council rescind the Sustainable Growth Policy No. 250/2002.

9. Committee of the Whole

61/2026

Moved by J. Anheliger

That Council move into Committee of the Whole at 5:58 p.m.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

Mayor S. Boersma passed the Chair to Deputy Mayor N. Himschoot.

9.1 Business

9.1.1 Valour Park Association Request

9.1.2 Feasibility Assessment: Time-Limited, 24/7 Snow Dump Operation Pilot Project

10. Business Arising from Committee of the Whole

62/2026

Moved by L. Parenteau

That Committee move into Regular Meeting of Council at 6:26 p.m.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

Deputy Mayor N. Himschoot passed the Chair to Mayor S. Boersma.

10.1 Valour Park Association Request

63/2026

Moved by J. Wood

That Council direct Administration to develop a business case for the 2027 Budget to develop an updated site plan for the MLC lands, inclusive of a museum site as per the Valour Park request.

For (7): S. Boersma, J. Anheliger, D. Duliba, N. Himschoot, L. Parenteau, M. St. Denis, and J. Wood

Carried (7 to 0)

11. Notices of Motion

Councillor L. Parenteau provided notice of the following motion to be made at the April 14, 2026, Regular Meeting of Council:

Motion: That Council direct Administration to prepare and distribute materials on development standards and common compliance matters, specifically targeting awareness among property owners and occupants in the primary commercial and general commercial districts for 2026.

12. Closed Session

There were no Closed Session Items.

12.1 Return to Open Session

13. Business Arising from Closed Session

14. Adjournment

The meeting adjourned at 6:30 p.m.

UNADOPTED

Mayor

Recording Secretary

Date Approved by Council

2026 Borrowing Bylaws

April 14, 2026

For Council:

Decision

Direction

Information

The purpose of this report is to present the 2026 Sanitary Upgrades Borrowing Bylaw No. 4/2026 and the 2026 East Boundary Road Improvements Stage I Borrowing Bylaw No. 5/2026 for second and third readings.

RECOMMENDATION

That Council approve 2nd Reading of the 2026 Sanitary Upgrades Borrowing Bylaw No. 4/2026.

That Council approve 3rd Reading of the 2026 Sanitary Upgrades Borrowing Bylaw No. 4/2026.

That Council approve 2nd Reading of the 2026 East Boundary Road Improvements Stage I Borrowing Bylaw No. 5/2026.

That Council approve 3rd Reading of the 2026 East Boundary Road Improvements Stage I Borrowing Bylaw No. 5/2026.

KEY MESSAGES

- Borrowing bylaws are required under the *Municipal Government Act* (MGA) to authorize debt financing for the approved capital projects.
- The bylaws establish the key borrowing terms, including maximum principal amounts, interest rate limits, repayment terms, and funding sources where applicable.
- No changes have been made to the bylaws since first reading.
- Approval of second and third readings enables Administration to proceed with financing in alignment with the approved 2026 Capital Budget and project timelines.

IMPACT

Financial

- The 2026 Sanitary Upgrades Bylaw authorizes borrowing up to \$1,650,000, and the East Boundary Road Improvements Stage I Bylaw authorizes borrowing up to \$1,340,000.
- Both bylaws establish a maximum interest rate of 5.0% and a five-year repayment term.
- Debt servicing costs have been incorporated into long-term financial planning.

Legal/Legislative

- The proposed borrowing remains within the limits established in Morinville's Debt Management Policy and complies with the municipal debt and debt servicing limits prescribed under sections 252 and 253 of the *MGA*.
- Section 251 of the *MGA* requires a borrowing bylaw to authorize administration to borrow money for a capital purpose.

- The bylaws specify the amount to be borrowed, general purpose, maximum interest rate, repayment term, and source of repayment, as required under the *MGA*.

Organizational

- Approval enables Administration to proceed with finalizing financing arrangements in alignment with project timelines and cash flow requirements.
- Timely approval supports continued progress toward project completion and overall capital plan objectives.

REPORT INFORMATION

Background

On November 18, 2025, Council approved the 2026 Capital Budget, which includes:

- Sanitary Upgrades (400m), with a total project budget of \$1,650,000 to be fully funded through debt financing; and
- East Boundary Road Improvements Stage I, with a total project budget of \$2,680,000, funded through \$1,340,000 in debt financing and \$1,340,000 in Local Government Fiscal Framework (LGFF) grant funding.

Under the *MGA*, a borrowing bylaw must be passed before a municipality may borrow funds for a capital purpose. The attached bylaws authorize borrowing up to the debt-funded amounts identified in the approved 2026 Capital budget.

Analysis

The proposed bylaws define the borrowing parameters for each project, including the maximum principal amount, interest rate, term, and repayment source. The five-year term aligns with Morinville's established capital financing practices for projects of this scale, while the maximum interest rate of 5.0% provides flexibility to respond to market conditions within Council-approved limits.

Approval of the bylaws enables Administration to proceed with arranging financing to support project costs. Without this authority, borrowing cannot occur, and the projects would remain unfunded.

PREVIOUS COUNCIL AND COMMITTEE ACTION

At the March 10, 2026, Regular Meeting of Council, Council approved first readings of the 2026 Sanitary Upgrades Borrowing Bylaw No. 4/2026, and the 2026 East Boundary Road Improvements Stage I Borrowing Bylaw No. 5/2026.

At the November 18, 2025, Regular Meeting of Council, Council approved the 2026 Capital Budget, which included debt funding for the 2026 Sanitary Upgrades project, and partial debt funding for the 2026 East Boundary Road Improvements Stage I project.

At the September 9, 2025, Regular Meeting of Council, Council approved amendments to the 2025 – 2034 Long-term Capital Plan for the inclusion of design and construction costs of the West Winds Sanitary Line Upgrade and East Boundary Road Juniper Heights Access Upgrade. Design costs were approved for 2025 funding, while construction costs were approved for inclusion in the 2026 Capital Budget. The approval included debt financing for the off-site levy portion of both projects.

ALIGNMENT

The proposed borrowing bylaws align with:

- Council’s approved 2026 Capital Budget;
- Morinville’s Debt Management Policy; and
- The *MGA*, including section 251 (borrowing authority) and the municipal debt and debt servicing limits established under sections 252 and 253.

CONSULTATION/ENGAGEMENT

N/A

PRESENTER D. Jones, Manager, Financial Services

ATTACHMENTS

- 2026 Sanitary Upgrades Borrowing Bylaw 4/2026
- 2026 East Boundary Road Improvements Stage I Borrowing Bylaw 5/2026

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
2026 SANITARY UPGRADES BORROWING BYLAW
BYLAW 4/2026
PAGE 1**

A BYLAW OF THE TOWN OF MORINVILLE, IN THE PROVINCE OF ALBERTA, TO AUTHORIZE THE BORROWING OF MONEY FOR 2026 SANITARY SYSTEM UPGRADES.

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended (the “Act”), a municipality may borrow money for capital purposes by passing a borrowing bylaw;

AND WHEREAS, section 251 of the Act requires Council to pass a borrowing bylaw before borrowing money for a capital purpose;

AND WHEREAS, the Council of the Town of Morinville has approved the undertaking of sanitary system upgrades to maintain and improve essential municipal infrastructure (the “Project”);

AND WHEREAS, the total estimated cost of the Project is One Million Six Hundred Fifty Thousand Dollars (\$1,650,000);

AND WHEREAS, Council has determined that it is necessary and desirable to borrow funds to finance the Project in accordance with the Act;

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

1.0 BYLAW TITLE

1.1 This Bylaw shall be cited as the 2026 Sanitary Upgrades Borrowing 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 “Council” means Council of Morinville;
- 2.4 “Lender” means the Government of Alberta, a financial institution, or another authorized lending body permitted under the Act;
- 2.6 “Manager, Financial Services” means the employee of the Town responsible for municipal financial administration, or their designate;
- 2.7 “Project” means Sanitary System Upgrades, including associated planning, engineering, construction, and related capital costs.

3.0 BORROWING AUTHORIZATION

- 3.1 Council hereby authorizes the borrowing of a sum not to exceed One Million Six Hundred Fifty Thousand Dollars (\$1,650,000) for the purpose of financing the sanitary system upgrades project.
- 3.2 The borrowing shall bear interest at a rate not exceeding five (5.0%) per annum, calculated and compounded in accordance with the terms of the applicable borrowing agreement.

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
2026 SANITARY UPGRADES BORROWING BYLAW
BYLAW 4/2026
PAGE 2**

- 3.3 The borrowing shall be for a term not exceeding five (5) years, with repayment structured such that the principal and interest are fully repaid within five (5) years of the date the borrowing is undertaken.
- 3.4 Repayment of the borrowing shall be made by regular payments of principal and interest, in such amounts and at such intervals as may be determined by the Chief Administrative Officer in accordance with the executed borrowing agreements and this Bylaw.
- 3.5 The borrowing may be undertaken through interim or construction financing, fixed or variable interest rate borrowing, or a combination thereof, and may include interim advances during construction.
- 3.6 The principal and interest owing under this borrowing arrangement shall be paid from revenues of the Town, including revenues raised or received pursuant to the Act.

4.0 EXECUTION AND ADMINISTRATION

- 4.1 The Chief Administrative Officer is authorized to negotiate, execute, and deliver all borrowing agreements, debentures, promissory notes, loan agreements, and related documents necessary to give effect to this Bylaw, subject to the limits set out herein and the requirements of the Act.
- 4.2 The Chief Administrative Officer is authorized to determine the final terms and conditions of the borrowing, including interest rate structure, repayment schedule, timing of advances, and lender selection, provided such terms comply with this Bylaw and the Act.
- 4.3 The Manager, Financial Services or delegate is authorized to make all payments of principal and interest as they become due in accordance with the executed borrowing agreements.
 - 4.3.1 Payments shall be made from lawful municipal revenues.
 - 4.3.2 Council may apply reserves or other available funds toward repayment of the borrowing, subject to any applicable terms and conditions.

5.0 SEVERABILITY

- 5.1 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 Sections 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.

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
2026 SANITARY UPGRADES BORROWING BYLAW
BYLAW 4/2026
PAGE 3**

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 10th day of March, 2026.

READ a second time this XX day of XXXX, 2026.

READ a third and finally passed the XX day of XXXX, 2026.

Simon Boersma
Mayor

Michelle Hay
Chief Administrative Officer

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
2026 EAST BOUNDARY ROAD IMPROVEMENTS STAGE I BORROWING BYLAW
BYLAW 5/2026
PAGE 1**

A BYLAW OF THE TOWN OF MORINVILLE, IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE BORROWING OF MONEY FOR EAST BOUNDARY ROAD IMPROVEMENTS STAGE I.

WHEREAS, pursuant to the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended (the “Act”), a municipality may borrow money for municipal purposes by passing a borrowing bylaw;

AND WHEREAS, section 251 of the Act requires Council to pass a borrowing bylaw before borrowing money for a capital purpose;

AND WHEREAS, the Council of the Town of Morinville has approved the undertaking of East Boundary Road Improvements Stage I (the “Project”) to support transportation infrastructure and community growth;

AND WHEREAS, the total estimated cost of the Project is Two Million Six Hundred Eighty Thousand Dollars (\$2,680,000);

AND WHEREAS, funding for the Project is to be provided through a combination of debt financing in the amount of One Million Three Hundred Forty Thousand Dollars (\$1,340,000) and grant funding under the Local Government Fiscal Framework in the amount of One Million Three Hundred Forty Thousand Dollars (\$1,340,000);

AND WHEREAS, Council has determined that it is necessary and desirable to borrow funds to finance the debt-funded portion of the Project in accordance with the Act;

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

1.0 BYLAW TITLE

1.1 This Bylaw shall be cited as the “2026 East Boundary Road Improvements Stage I Borrowing 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 “Council” means Council of Morinville;

2.4 “Lender” means the Government of Alberta, a financial institution, or another authorized lending body permitted under the Act;

2.6 “Manager, Financial Services” means the employee of the Town responsible for municipal financial administration, or their designate;

2.7 “Project” means East Boundary Road Improvements Stage I, including associated planning, engineering, construction, and related capital costs.

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
2026 EAST BOUNDARY ROAD IMPROVEMENTS STAGE I BORROWING BYLAW
BYLAW 5/2026
PAGE 2**

3.0 BORROWING AUTHORIZATION

- 3.1 Council hereby authorizes the borrowing of a sum not to exceed One Million Three Hundred Forty Thousand Dollars (\$1,340,000) for the purpose of financing the debt-funded portion of the Project.
- 3.2 The borrowing shall bear interest at a rate not exceeding five percent (5.0%) per annum, calculated and compounded in accordance with the terms of the applicable borrowing agreement.
- 3.3 The borrowing shall be for a term not exceeding five (5) years, with repayment structured such that the principal and interest are fully repaid within five (5) years of the date the borrowing is undertaken.
- 3.4 Repayment of the borrowing shall be made by regular payments of principal and interest, in such amounts and at such intervals as may be determined by the Chief Administrative Officer in accordance with the executed borrowing agreements and this Bylaw.
- 3.5 The borrowing may be undertaken through interim or construction financing, fixed or variable interest rate borrowing, or a combination thereof, and may include interim advances during construction.
- 3.6 The principal and interest owing under this borrowing arrangement shall be paid from revenues of the Town, including revenues raised or received pursuant to the Act.

4.0 EXECUTION AND ADMINISTRATION

- 4.1 The Chief Administrative Officer is authorized to negotiate, execute, and deliver all borrowing agreements, debentures, promissory notes, loan agreements, and related documents necessary to give effect to this Bylaw, subject to the limits set out herein and the requirements of the Act.
- 4.2 The Chief Administrative Officer is authorized to determine the final terms and conditions of the borrowing, including interest rate structure, repayment schedule, timing of advances, and lender selection, provided such terms comply with this Bylaw and the Act.
- 4.3 The Manager, Financial Services or delegate is authorized to make all payments of principal and interest as they become due in accordance with the executed borrowing agreements.
- 4.3.1 Payments shall be made from lawful municipal revenues.
- 4.3.2 Council may apply reserves or other available funds toward repayment of the borrowing, subject to any applicable terms and conditions.

5.0 SEVERABILITY

- 5.1 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 Sections 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.

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
2026 EAST BOUNDARY ROAD IMPROVEMENTS STAGE I BORROWING BYLAW
BYLAW 5/2026
PAGE 3**

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 10th day of March, 2026.

READ a second time this XX day of XXXX, 2026.

READ a third and finally passed the XX day of XXXX, 2026.

Simon Boersma
Mayor

Michelle Hay
Chief Administrative Officer

Morinville Library Board Bylaw

April 14, 2026

For Council: Decision Direction Information

The purpose of this report is to present Bylaw 6/2026, the Morinville Library Board Bylaw, for Council's consideration and First Reading.

RECOMMENDATION

That Council approve 1st Reading of the Morinville Library Board Bylaw No. 6/2026.

KEY MESSAGES

- Bylaw 6/2026 is proposed to govern the Morinville Library Board pursuant to the *Libraries Act*.
- The Bylaw reinforces expectations of transparency and accountability in the use of public funds consistent with the expectations of municipally funded organizations.
- The Bylaw establishes Board appointment parameters, including composition, eligibility, term provisions and confirms Board authorities and meeting requirements.
- The updated Bylaw establishes a foundation for strengthened collaboration and supports the effective use of municipal and library resources for the delivery of services to the community.

IMPACT

Financial:

- No new financial implications are identified in this report.
- The Bylaw requires the Board to submit an annual plan and budget to Council as per Morinville's annual budget calendar, which Council may approve in whole or in part.

Legal/Legislative:

- The Bylaw is established pursuant to the *Libraries Act* and confirms Council's authority to establish a municipal library board and appoint members.
- The Bylaw repeals Bylaw 7/2000 upon adoption of Bylaw 6/2026.

Organizational:

Council appointments to the Board are to be made as part of Council's annual Organizational Meeting, the Board is required to meet at least once every three months, and Administration's liaison is assigned to coordinate collaboration and communication with Library leadership.

REPORT INFORMATION

Background:

Bylaw 6/2026 is a bylaw of Morinville that governs the Morinville Library Board, established under the *Libraries Act*, responsible for managing and controlling the Morinville Public Library. Morinville's current

governing bylaw for the Library Board, Bylaw 7/2000, was adopted in 2000 and has remained in effect since.

Administration recently completed a review of the existing Bylaw to ensure it continues to reflect current legislative requirements, governance practices, and the municipality's relationship with the Library Board.

The review considered the requirements of the *Libraries Act*, Morinville's existing governance framework, governance practices commonly used by library boards across Alberta, and the recommendations from the 2019 Library Review.

Administration's proposed updates to the Library Board Bylaw are intended to support a consistent, modern governance framework for a municipally funded organization. In recognition of the Library's use of public funds, the Bylaw reinforces expectations for transparency and accountability. The updates clarify Board composition, appointment processes, financial oversight, including budget planning and management and the working relationship with Administration to support responsive, high-quality community services. The Bylaw also aligns with Council's expectations for budget submission and financial reporting.

The updated Bylaw establishes a foundation for strengthened collaboration and supports the effective use of municipal and library resources. The Bylaw maintains the Board's legislated autonomy under the *Libraries Act* while enhancing clarity of governance, fiscal oversight, and collaborative service delivery to the community.

Bylaw 12/2026 is the result of this review and aims to replace Bylaw 7/2000.

Analysis

The proposed Bylaw consolidates governance provisions for the Library Board, including Board composition, appointment authorities, meeting requirements, and financial accountability requirements (annual budget submission and audit provisions), and Council's decision on First Reading determines whether the Bylaw proceeds through the legislative process to repeal Bylaw 7/2000 and establish Bylaw 6/2026 as the governing Bylaw for the Library Board.

PREVIOUS COUNCIL AND COMMITTEE ACTION

At the Tuesday, November 13, 2012, Regular Meeting of Council, Morinville Library Board Bylaw. Council received the Morinville Library Board Bylaw for information.

At the Tuesday, November 8, 2011, Regular Meeting of Council, Isabelle Cramp presented the 2012 Library Bylaws. Moved by Councillor Krauskopf that Council accept the library bylaws for ratification as outlined by Municipal Affairs.

ALIGNMENT

Libraries Act (RSA 2000, c. L-11): The Bylaw is established pursuant to the *Libraries Act* and confirms Council's authority to establish a municipal library board and appoint members.

Morinville 2022–2025 Strategic Plan (Updated 2024):

- Community Building (Goal): "Morinville is a mid-sized community with a welcoming 'small-town feel' where we live and grow together."

- Collaborative Relationships (Goal): “Morinville is a trusted and valued partner in regional and community collaboration.”

CONSULTATION/ENGAGEMENT

Consultations with internal subject-matter experts were conducted to gather input and ensure alignment with leading practices. Meetings with the Library representatives took place to share the intent and the approach for updating the Bylaw.

ALTERNATIVES (if applicable)

Alternative 1: Direct Administration to return with amendments to Bylaw 6/2026.

PRESENTER

Laura McCarron
Programs and Services Supervisor,
Community Services

ATTACHMENTS

- Bylaw 6/2026 – Morinville Library Board Bylaw
- 2000 Bylaw – Library Board of Management

BYLAW # 7 / 2000

A BYLAW OF THE TOWN OF MORINVILLE IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING THE BOARD OF MANAGEMENT FOR THE MORINVILLE PUBLIC LIBRARY AND TO ESTABLISH TERMS OF REFERENCE.

Definitions:

- “Council”** Shall mean the Council of the Town of Morinville.
- “Resident”** Shall mean any person living within the corporate boundaries of the Town of Morinville.
- “Elector”** Shall mean any person entitled to vote on any bylaws under the Municipal Government Act being Chapter M-26, Revised Statutes of Alberta 1980 and amendments thereto.
- “Board”** Shall mean the Board of Management of the Morinville Municipal Library appointed by the Council of the Town of Morinville in accordance with Section 10 of the Libraries Act.
- “Building”** Shall mean that portion of Morinville Civic Plaza designated for use as a Library and located on Lot 54 and 55, excepting thereout portion for road as shown on road plan 8121460 and the most northerly 197’ of the lane between Lots 41 and 54, Plan RN8 (VIII).

NOW THEREFORE the Council of the Town of Morinville hereby assembled adopts the following from the Libraries Act, Chapter L-12.1, 1983 amendments thereto and such other sections as may apply.

PART I

This part applies to every public Library maintained in whole or in part by municipal taxation and established under this part or under a former Act respecting public Libraries.

- 1. (a) The general management, regulation and control of the Morinville Municipal Library is vested in and shall be exercised by the Board of Management.
- (b) The Board of Management of the Municipal Library is a corporation and shall be known as the Morinville Library Board.
- 2. (a) No more than two Members of the Council may be appointed as Members of the Board.
- 3. (a) The Board Members of the Morinville Public Library shall be appointed by the Town of Morinville Council in accordance with Section 10 of the Library Act.

- (b) Notwithstanding anything in the Act, Council may at any time and for any reasons it considers proper revoke the appointment of a Member of the Board and appoint a successor to fill the vacancy for the remainder of the term.
- (c) In case of vacancy by death or resignation, or from any cause other than expiration of the term for which a Member of the Board was appointed, a successor shall be appointed by the Council to fill the vacancy for the remainder of the term.
- (d) The annual appointment of the Members of the Board shall be made at the first meeting of the Council following the date fixed for municipal elections each year.
- (e) Any vacancy arising from any cause shall be filled at the first meeting of Council after the vacancy occurs.

PART II

1. (a) The Board shall before December 1st in every year make up an estimate of the money required during the ensuing financial year for:
 - i. the amount of principle and interest required for the annual payment of any outstanding debenture and
 - ii. expense in detail of making and managing the Libraries under its control and for making the purchases required for it.
 - (b) The estimate shall be forthwith transmitted to the Secretary or Town Manager of the Town.
 - (c) The bookkeeping of the Morinville Public Library shall be done by the Town of Morinville's Finance Department, using separate sections for the Library's revenues, expenses and reserve monies. Information about the Library's finances shall be made available to Library staff on an ongoing basis. These accounts shall be audited by a person approved by Council and shall immediately thereafter be submitted to Council by the Library Board.
2. The Board shall
 - (a) Purchase books, periodicals, newspapers and other items of educational, cultural or artistic value considered by it necessary for the Library.
 - (b) Do all things necessary for keeping them in a proper state of preservation and repair, and
 - (c) Provide fixtures, furnishings and supplies considered necessary by the Board for the proper maintenance and accommodation of the Library.
 3. The Board may appoint and dismiss Librarians, Officers and Employees, as it thinks fit.

PART III

1. (a) The Board of the Library shall elect one of its Members as Chairman, who shall hold office for two years.
- (b) The Chairman shall preside at meetings of the Board when present, and in his or her absence, the Vice Chairman shall take the Chairman's place. In the case of both of these officers' absence, a Chairman may be chosen pro tempore.
- (c) The Chairman has the same right of voting as the other Members of the Board.
2. (a) The Board of the Library shall meet at least once every three months and at any other times it considers fit.
- (b) The Chairman or any two Members of the Board may at any time summon a special meeting of the Board for any purpose by giving notice, in writing or otherwise, in the matter prescribed by the Board.
- (c) No business shall be transacted at a general or special meeting of the Board of the Library unless a majority of the Members of the Board are present.
3. (a) All orders and proceedings of the Board of the Library shall be entered in books to be kept by it for that purpose and shall be signed by the Chairman or Acting Chairman.
- (b) The orders and proceedings so entered and purporting to be so signed shall be deemed to be original orders and proceedings and the books shall be admitted in evidence as proof thereof in all judicial and other proceedings.
- (c) The Board of the Library shall produce all of its books, records, accounts, orders and proceedings for inspection by the Minister or by a person appointed to act on his behalf at the times the Minister or person appointed required.

PART IV


1. The Town shall carry building and contents insurance under the Town's regular policy.
2. The Board shall submit a contents estimate to the Town at the same time as said estimates under Section 24 of the Act are submitted.
3. The Board of the Library may pass bylaws and regulations for the safety and use of the Library and for the admission of the public thereto and for regulating all other matters and things connected with the management of the Library.
4. Any person may at all reasonable times inspect a bylaw and the Board of Management shall within a reasonable time after demand by any person furnish him with a copy of a bylaw, or part of it, at the rate of twenty cents (.20 cents) per reproduced page or part thereof.


This bylaw shall rescind Bylaw 5/90 and shall be in full force and effect upon final reading.

READ a first time this 13th day of June , 2000.

READ a second time this 4th day of July , 2000.

READ a third time and finally passed this 4th day of July , 2000.



Mayor

Town Manager

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
MORINVILLE LIBRARY BOARD BYLAW
BYLAW 6/2026
PAGE 1**

A BYLAW OF THE TOWN OF MORINVILLE, IN THE PROVINCE OF ALBERTA, TO GOVERN THE MORINVILLE LIBRARY BOARD.

WHEREAS, pursuant to the *Libraries Act*, R.S.A 2000, Ch. L-11, Council may pass bylaws providing for the establishment of a municipal library board with members of the municipal library board appointed by Council;

WHEREAS, the *Libraries Act* and Regulations govern the provision of library services within a municipality and the Board;

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

1.0 BYLAW TITLE

1.1 This Bylaw shall be cited as the “Morinville Library Board Bylaw.”

2.0 DEFINITIONS

2.1 “Act” means the *Libraries Act*, R.S.A. 2000, c. L-11, and amendments thereto.

2.2 “Board” means the Morinville Library Board appointed by Council in accordance with s. 4 of the *Act*.

2.3 “Council” means the municipal Council of Morinville.

2.4 “Morinville” or “Municipality” means the Municipal Corporation of Morinville.

3.0 BOARD APPOINTMENTS

3.1 Council shall appoint members to the Board in accordance with section 4 of the *Act* and a prevailing public members appointment policy.

3.2 Terms of appointment are typically three (3) years.

3.2.1 Council may stagger appointment terms to ensure continuity of membership and retention of Board knowledge.

3.2.2 Council may appoint members to subsequent terms in accordance with the *Act*. When considering reappointment, Council may consider the member’s experience, performance, and the needs of the Board.

3.2.3 Where a vacancy occurs, and the Board continues to meet the minimum number of members required under the *Act*, Council may fill the vacancy during annual committee recruitment or at any other time it considers appropriate.

3.2.4 Where a vacancy results in the Board having fewer than the minimum number of members required under the *Act*, Council shall appoint a member as soon as reasonably possible.

3.3 Council may, at any time and for any reason it considers proper, revoke the appointment of any member of the Board.

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
MORINVILLE LIBRARY BOARD BYLAW
BYLAW 6/2026
PAGE 2**

4.0 MANDATE

- 4.1 In accordance with the *Act*, the Board has full management and control of the Morinville Library, including:
 - 4.1.1 Providing and promoting comprehensive library services.
 - 4.1.2 Managing funds and preparing an annual budget.
 - 4.1.3 Holding property and entering agreements.
 - 4.1.4 Setting bylaws and policies (governance, personnel for Library employees, and financial policies).
 - 4.1.5 Hiring the Library Manager/Director and setting their terms of employment.
 - 4.1.6 Participating in regional library system agreements.
 - 4.1.7 Complying with all applicable laws, regulations and bylaws, including the applicable privacy legislation.

5.0 BOARD MEETINGS AND PROCEDURES

- 5.1 At the first Board meeting of the year, the Board shall elect one of its members as Chair, and another member as Vice Chair, who shall each hold office for two years, or until the expiry of their term is earlier.
- 5.2 The Chair shall preside at meetings of the Board when present, and in his or her absence, the Vice Chair shall take the Chair's place. In the absence of both officers, a Chair may be chosen pro tempore.
- 5.3 The Chair has the same right of voting as the other members of the Board.
- 5.4 The Board shall meet at least once every four (4) months and at any other times it considers necessary in accordance with section 33 of the *Act*.
- 5.5 The Chair or any two (2) members of the Board may at any time call a special meeting of the Board for any purpose by giving notice, in writing or otherwise, in the manner prescribed by the Board.
- 5.6 No business shall be conducted at a general or special meeting of the Board unless a majority of the members of the Board are present.
- 5.7 All orders and proceedings of the Board shall be signed by the Chair or Acting Chair and kept as an official record of meetings.
- 5.8 The Board may pass bylaws and procedures detailing the procedures and rules for Board meetings, providing they are not inconsistent with the requirements of this Bylaw or the *Act*.
- 5.9 If Council chooses to appoint any members of Council to the Board, then neither the chairperson nor the vice-chairperson referenced under 5.1 shall be a member of Council during their term of appointment to the Board.

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
MORINVILLE LIBRARY BOARD BYLAW
BYLAW 6/2026
PAGE 3**

6.0 BUDGET AND FINANCIAL MANAGEMENT

- 6.1 All funds received by the Board from Morinville or other sources shall be used exclusively for library purposes and administered in accordance with section 6 of the *Act*.
- 6.2 The Board shall prepare and submit to Council a service plan, budget, and estimate of the funds required for the ensuing fiscal year to operate and manage the Municipal Library, in accordance with Morinville’s annual budget calendar. The budget and estimate may be approved by Council in whole or in part.
- 6.3 The Board may enter into agreements with Morinville from time to time regarding administrative support or sharing of resources but shall otherwise be responsible for managing and accounting for the Board’s finances and resources in accordance with section 6 of the *Act*.
- 6.4 The Board shall develop its service plan and budget in a manner that supports alignment with municipal priorities and provides Administration with sufficient opportunity for review and coordination prior to submission to Council, ensuring transparency and supporting informed Council decision-making. Administration shall assign a liaison to coordinate collaboration and communication with Library leadership.
- 6.5 The Board’s financial accounts and processes may be audited by an independent external auditor as appointed by Council in accordance with section 6 of the *Act*.
- 6.6 The audited financial statements shall be submitted to Council and to all other authorities as required by law.

7.0 CONDUCT BY MEMBERS

- 7.1 Board members shall act honestly, in good faith and in the best interest of the Library and the community, exercising the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.
- 7.2 Members shall maintain confidentiality of information received in their role except where disclosure is authorized or required by law.
- 7.3 Members shall conduct themselves with respect and professionalism, fostering an environment that is safe, inclusive and free from harassment.

8.0 CONFLICT OF INTEREST

- 8.1 To the fullest extent permitted by law, Morinville shall indemnify and save harmless Board members against all claims, actions, and costs arising from acts or omissions done in good faith in the performance of their duties, except where the member has acted with dishonesty, gross negligence or willful misconduct.
- 8.2 The Board shall obtain directors’ and officers’ liability insurance for Board members.

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
MORINVILLE LIBRARY BOARD BYLAW
BYLAW 6/2026
PAGE 4**

9.0 SEVERABILITY

- 9.1 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 therefrom and to be enacted as such.

**TOWN OF MORINVILLE
PROVINCE OF ALBERTA
MORINVILLE LIBRARY BOARD BYLAW
BYLAW 6/2026
PAGE 5**

COMING INTO FORCE

That Bylaw 7/2000 is hereby repealed.

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

READ a first time this day of , 2026.

READ a second time this day of , 2026.

READ a third and finally passed the day of , 2026.

Simon Boersma
Mayor

Michelle Hay
Chief Administrative Officer

Morinville 2026 – 2030 Strategic Plan

April 14, 2026

For Council: Decision Direction Information

To present the proposed 2026–2030 Council Strategic Plan for Council’s consideration and approval.

RECOMMENDATION

That Council approve the 2026–2030 Council Strategic Plan as presented.

KEY MESSAGES

- This plan sets the direction for how Administration will focus time, effort, and resources over the term.
- It reflects Council’s work to move from a broad range of ideas to clear, shared priorities.
- It is intentionally focused on the areas that will have the most meaningful impact for the community.
- It defines the *what* and *why* for Council’s term, with Administration bringing forward the *how* through plans and budgets.
- It provides a consistent framework to guide decisions, priorities, and trade-offs over time.

IMPACT

The Strategic Plan does not commit funding or approve specific initiatives. Its impact is foundational, shaping how decisions are made, how resources are allocated, and how work is prioritized across the organization.

From a financial perspective, the plan establishes a clear expectation that future operational and capital planning and budget will be aligned with Council’s stated priorities. This requires that new initiatives be considered alongside existing commitments, including daily delivery of services to the community and supports more explicit, transparent trade-offs in investment decisions.

Organizationally, the plan provides the clarity Administration depends on to focus effort and align work to Council direction. It enables Administration to:

- focus resources on a defined set of priorities
- better coordinate, sequence and prioritize work across departments
- align corporate and departmental plans with Council direction

The plan also strengthens governance and decision-making by establishing a consistent framework for how Council will evaluate priorities, opportunities, and pressures. This is supported by Council’s decision-making principles, which consider alignment to municipal mandate, community impact, readiness and capacity, and balanced risk.

There are risks associated with any strategic plan, particularly in a dynamic environment. These include pressure to advance more initiatives than capacity allows and the influence of external factors. The plan

mitigates a more concerning risk: the lack of clarity in direction by establishing a focused set of priorities and a shared framework for decision-making.

REPORT INFORMATION

The proposed Strategic Plan is the outcome of Council's facilitated strategic planning process held February 3 and March 3–4, 2026. Through this work, Council undertook a significant exercise in prioritization, working through a broad range of ideas, community input, and organizational realities to arrive at a focused and shared direction for the term.

The process was informed by the Municipal Development Plan (MDP), community engagement, environmental scan findings, and organizational context, including service levels, capacity, and operational realities.

The Strategic Plan is designed as a governance document. It sets Council's direction by defining the priority areas of focus and the outcomes Council is seeking to achieve and/or advance during its term.

The plan does not include detailed initiatives or project-level actions. This is intentional. Council's role is to establish the 'what' and 'why.' Administration is responsible for determining how that direction is implemented through budgets, corporate and departmental plans, and operational work.

Ideas and opportunities raised throughout the process have been captured as input to ongoing planning work. As Administration translates Council's strategic direction into plans and budgets, those ideas will be considered alongside organizational capacity, timing, subject matter expertise, and existing commitments.

The plan reflects a deliberate choice to focus on the areas where sustained effort is expected to have the greatest impact. Not all priorities can be advanced at once. Capacity, resources, and timing influence what can be delivered and when. This Strategic Plan provides the clarity needed to make those choices and to align effort over time.

Council's commitment through this plan is to:

- align priorities and resources to the areas of greatest impact
- make clear, consistent, and defensible decisions over the term
- monitor progress and adjust as needed in response to changing conditions

This reflects Council's collective direction and commitment to how priorities will be advanced over the term.

Implementation of the Strategic Plan will occur through Morinville's corporate planning and budgeting processes, translating Council's priorities into corporate and departmental plans and aligning plans with operating and capital budgets.

Progress will be reported to Council regularly, providing visibility into outcomes, key milestones, and emerging pressures. This supports transparency, accountability, and informed decision-making throughout the term.

The Strategic Plan aligns with the long-term direction established in the Municipal Development Plan and serves as a bridge between that vision and the decisions and investments to be made over this Council term, providing a clear and shared direction for the work ahead.

PREVIOUS COUNCIL AND COMMITTEE ACTION

Council previously approved the 2022–2025 Strategic Plan on May 10, 2022 (Resolution 39/2022).

ALIGNMENT

The Strategic Plan is aligned with the Municipal Development Plan and will guide corporate planning, budgeting, and decision-making processes as implementation progresses.

CONSULTATION/ENGAGEMENT

Council’s strategic planning process was informed by existing community engagement, service level feedback, and environmental scan analysis. This material provided context on community priorities, emerging pressures, and organizational capacity, supporting Council’s discussions and decision-making during the facilitated sessions.

ALTERNATIVES

Alternative 1: Direct revisions prior to approval.

Implications: This would extend the timeline for finalizing the plan and implementing it through corporate planning and budgeting processes.

PRESENTER Michelle Hay, CAO

ATTACHMENTS

- Morinville 2026 – 2030 Strategic Plan



Morinville
Strategic Plan
2026-2030





Council Commitment

This Strategic Plan sets the focus for Council’s work over this term, highlighting the areas where we will direct our time, attention and resources. It is guided by the Municipal Development Plan, long-term plans and Council policies, while maintaining our commitment to all areas of the community.

At its core, the plan is about strengthening connections to our community, to our place, and to one another. The priorities identified here concentrate our efforts on the areas with the greatest potential to build a connected, vibrant, and resilient Morinville.

Through this plan, Council commits to aligning priorities and resources, making clear, accountable decisions, and tracking progress with transparency.

This plan is a living, active tool designed to guide organizational efforts and support consistent decision-making over time. It is regularly reviewed and updated to remain responsive to changing conditions while staying grounded in Morinville’s long-term vision.

Signatures x 7



L-R, Councillor Nathan Himschoot, Councillor Maurice St. Denis, Councillor Jenn Anheliger, Mayor Simon Boersma, Councillor Lisa Parenteau, Councillor Jayson Wood, Councillor Daryn Duliba

Strategic Focus Areas

Council identified four strategic focus areas that are the most crucial priorities requiring intentional effort and resources. Significant progress in these focus areas over the next four years will ensure Morinville continues to grow as a vibrant, connected, and resilient community.

Our four Strategic Focus Areas for 2026–2030 are:

Community Connection and Well-Being	Vibrancy of Downtown
Infrastructure Stewardship	Strengthening Community Storytelling and Partnerships

Council Decision-Making Principles

Council is committed to making decisions using a disciplined, principle-based approach that supports thoughtful governance and long-term community success. These principles guide how Council evaluates opportunities, manages risk, and prioritizes decisions throughout the implementation of this Strategic Plan.

Municipal Mandate

Strategic direction is informed by the municipality’s legislated responsibilities and its role in serving the public interest. Council focuses on actions that align with municipal authority and deliver meaningful value to residents.

Purposeful Governance

Council sets strategic direction to advance meaningful community outcomes aligned with Council priorities, existing policies, and long-term plans.

Community Impact

Council considers the broader implications of decisions on the community, including financial, social, and economic impacts. Strategies are intended to contribute positively to the long-term well-being and prosperity of Morinville.

Balanced Risk

Council evaluates both the opportunities and potential risks associated with strategic actions. Decisions balance urgency with long-term consequences, ensuring risks are understood and managed responsibly.

Practical Readiness

Council advances opportunities that are operationally feasible, fiscally sustainable, and realistic within the organization’s capacity. Decisions consider available resources, resource capacity, and the ability to implement and sustain initiatives.



Community Connection and Well-Being

Morinville offers inclusive, welcoming spaces and amenities where residents want to gather, stay active, and build meaningful connections.

Strategies

- Design and deliver inclusive amenities, spaces, and programs that reflect and respond to the diverse ages, abilities, and interests of the community.
- Intentionally design and activate trails and open spaces to foster belonging and create opportunities for residents and visitors to explore and experience Morinville.





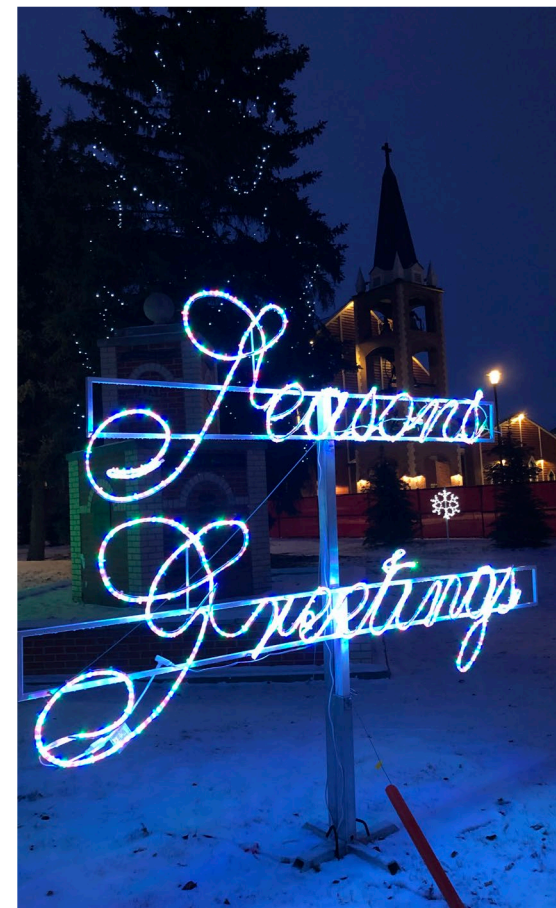
Vibrancy of Downtown

Morinville's downtown is a vibrant, welcoming destination where residents connect, businesses thrive, and community identity is strengthened — active, visually appealing, and economically sustainable through clear direction and enabling conditions or revitalization.

Draft

Strategy

- Strengthen downtown connectivity and vibrancy through long-term planning and new development, creating a thriving, accessible, and engaging downtown.





Infrastructure Stewardship

Morinville enhances its infrastructure portfolio in a strategic and proactive way to responsibly maintain existing assets, support growth, enable connection, and strengthen the community's economic base.

Strategies

- Develop a comprehensive asset management plan that will guide long-term infrastructure decisions, ensuring resources are allocated effectively and infrastructure is maintained sustainably.
- Plan and prioritize capital infrastructure projects to support sustainable economic growth, ensuring that investments strengthen community services, enable development, and provide long-term value for residents and businesses.





Strengthening Community Storytelling and Partnerships

Morinville is a community where residents, businesses, and regional partners feel strongly connected to one another and community, achieving more together through strong relationships, and building trust by sharing our story through proactive, transparent communication.

Strategies

- Strengthen relationships with community partners and regional neighbours, including Sturgeon County, the City of St. Albert, and Alexander First Nation, to enhance collaboration, align regional priorities, and support shared outcomes.
- Integrate Morinville’s history and community story into communications, engagement processes, events, and public spaces to foster shared understanding, strengthen trust, and deepen community connection.

Draft



Strategic Plan Implementation

This Strategic Plan is implemented through Morinville’s annual planning and budgeting processes. Council’s priorities are translated into organizational and departmental plans and aligned with operating and capital budgets, ensuring strategic direction is reflected in day-to-day work across the organization.

Progress is reported to Council regularly, providing clear visibility into outcomes, key milestones, and emerging pressures. This supports informed decision-making throughout the term and helps ensure effort remains aligned with Council’s priorities. Reporting focuses on both progress and outcomes, helping Council understand not only what is being done, but the impact of that work.

As a living plan, this Strategic Plan will be reviewed periodically over the term of Council. Adjustments may be made to respond to changing conditions, emerging opportunities, or shifts in priorities, while maintaining alignment with Morinville’s long-term direction.

MORINVILLE IS GROWING WITH PURPOSE

With a proud heritage and a shared vision for the future, we are shaping a community where thoughtful growth and intentional development create lasting value. We invest in infrastructure, public spaces, and facilities that reflect our character, bring people together, and support economic opportunity—building a stronger, more connected Morinville.

Our vibrant core supports local business and reflects our identity, while our neighbourhoods offer diverse housing and amenities that meet the needs of our residents.

These are places where people build strong relationships, feel supported, and are proud to call home. We’re building an inclusive, resilient community. One where current and future generations can thrive.



Committee Appointments and Remuneration Policies

April 14, 2026

For Council:

Decision

Direction

Information

PURPOSE

This report is to present updated policies for Council and Public Member Committee Appointments and Public Member Committee Remuneration for Council's consideration.

RECOMMENDATION

That Council approve the Council and Public Member Committee Appointments Policy, rescinding the Agency, Board, Commission, and Committee Appointments Policy CP144/2022.

That Council approve the Public Member Committee Remuneration Policy, rescinding the Agency, Board, Commission, and Committee Membership and Remuneration Policy CP145/2022.

KEY MESSAGES

- The proposed policies have been updated to reflect legislative changes, align with current Committee bylaws, and address opportunities for improvements since their approval in 2022.
- The updates clarify Council's direction for committee appointments and public member remuneration while maintaining a high-level approach that avoids duplication with related bylaws, policies, and legislation.
- The updates support evolving Committee structures and ensure the policies remain relevant as new Committees are established.

IMPACT

Financial:

No financial impact. Remuneration rates for public members were reviewed and aligned with the Council Remuneration Policy. All costs are accommodated within existing approved operating budgets.

Legal/Legislative:

Updates improve alignment across Committee bylaws, related Morinville bylaws and policies, and applicable legislation (including the *Municipal Government Act*), reducing the potential for inconsistency or overlap.

Organizational:

The updated policies improve clarity and consistency in recruitment, appointments, and remuneration standards. This supports Administration in facilitating current and future Committee appointments.

Other:

Supports a more consistent and transparent approach to public participation on Committees, improving clarity for applicants and public members.

REPORT INFORMATION

Background

The Agency, Board, Commission, and Committee Member Appointments Policy (CP144/2022) and the Agency, Board, Commission, and Committee Membership and Remuneration Policy (CP145/2022) were approved by Council in 2022 to establish direction for committee appointments and public member remuneration.

Following approval of the 2022 policies, amendments to the *Municipal Government Act* introduced requirements that committees be established by bylaw (e.g., the CSAC Bylaw in 2023). As a result, committee-specific provisions such as membership composition, roles, and conduct are now defined within individual committees' bylaws and applicable legislation. Since that time, additional committees have been established through bylaws, including the Council Remuneration Review Committee and the Policing Committee.

Administration reviewed both policies to ensure alignment with current legislation, bylaws, and policies, and to consider updates that reflect current and future needs, improve clarity, and address any gaps.

Analysis

Both policies have been updated to reflect current needs while remaining adaptable to future requirements.

The Council and Public Member Committee Appointments Policy has been updated to:

- Clearly outline Council's direction for appointing both Council and public members, including the guiding principles for appointments, recruitment, advertising, and vacancy management.
- Provide flexibility within recruitment, including options to extend recruitment periods, shortlist candidates, and reappoint members where appropriate.
- Maintain a high-level approach to avoid duplication and conflict across multiple committees' bylaws, policies, and statutory requirements.
- Remove detailed and administrative processes from the policy to focus on Council's governance role and direction.

The Public Member Remuneration Policy has been updated to:

- Ensure remuneration rates for public members align with the Council Remuneration Policy approved in 2025.
- Align with legislative changes requiring committees to be established by bylaw through the removal of references to terms of reference and deferring committee-specific requirements, including membership and conduct, to applicable bylaws and statutory legislation.
- Clarify eligibility, conditions, and standards for remuneration to address gaps and improve consistency.
- Support potential future committee structures and needs, including external and intermunicipal Committees.

Overall, the updates to both policies improve clarity and strengthen alignment with legislation and existing governance documents, while ensuring the policies remain flexible and relevant over time. A detailed comparison of the current and proposed policies, including the rationale for the changes, is provided in the Policy Amendment Appendix for Council's reference.

PREVIOUS COUNCIL AND COMMITTEE ACTION

At the May 10, 2022, Regular Meeting of Council, Council approved the following:

- CP144/2022 - Agency, Board, Commission and Committee Member Appointments Policy (New)
- CP145/2022 - Agency, Board, Commission and Committee Membership and Remuneration Policy (Repealed CA50/2020).

At the February 11, 2020, Regular Meeting of Council, Council approved the Board/Committee Membership and Remuneration Policy CA50/2020.

At the January 21, 2020, Committee of the Whole Meeting, Council directed Administration to bring forward a revised policy which combines the Board/Committee Commission Membership Policy and the Volunteer Board/Committee Member Honorarium Policy.

ALIGNMENT

The proposed policies align with existing committee bylaws and relevant legislation, supporting Council's role in appointing committee members and establishing public member remuneration.

CONSULTATION/ENGAGEMENT

Administration consulted internal stakeholders responsible for supporting Committees to confirm alignment with current practices and remuneration. The Assistant Director of the Morinville Community Library was also consulted to confirm remuneration specific to the Library Board members.

PRESENTER

R. Gilbert, Legislative & Corporate Initiatives Coordinator

ATTACHMENTS

- Policy Amendment Appendix
- PROPOSED – Council and Public Member Appointments Policy
- CP144/2022 - Agency, Board, Commission, and Committee Member Appointments
- PROPOSED - Public Member Committee Remuneration Policy
- CP145/2022 – Agency, Board, Commission, and Committee Membership and Remuneration
- PowerPoint Presentation

Council and Public Member Committee Appointments Policy

CP144/2022 compared with the proposed Council and Public Member Committee Appointments Policy

This chart summarizes the principal changes identified between the current approved Policy and the proposed replacement Policy.

Topic Area	Current Policy (CP144/2022)	Recommendation	Rationale
Policy title	Agency, Board, Commission, and Committee Member Appointments Policy	Council and Public Member Committee Appointments Policy	Title updated to better reflect the Policy's governance-focused scope and the two groups subject to appointment.
Policy purpose	Establishes the process for appointing Council Members and Public Members to internal and external Agencies, Boards, Commissions, and Committees.	Establishes guiding principles for the appointment of Council Members and Public Members to Committees.	Updated to reflect a principles-based approach rather than a purely procedural one. Defined term "Committee" introduced.
Core terminology	Uses "Town of Morinville" and "Town" throughout. Gendered language (his/her) is used in several provisions.	References updated to "Morinville" or "Municipality" throughout. Gendered language removed.	Updated definitions to reflect current municipal terminology by removing references to "Town" and replacing with "Morinville" or "Municipality." Additional refinements improve clarity, consistency, and alignment with current organizational structure and roles.
Definitions — updated	CAO defined as the person appointed as Chief Administrative Officer of the Town of Morinville, or his/her designate. Council Member defined as a member of	CAO definition now references s. 205 of the Municipal Government Act. Council Member simplified to "any Member of Council."	Updated definitions to ensure consistency with terminology used in other bylaws and policies. The revised wording aligns with

¹Clause numbering has been updated to reflect additions, deletions, and restructuring of the Policy. Some clauses have been renumbered without change to content and are not included in this appendix.

Topic Area	Current Policy (CP144/2022)	Recommendation	Rationale
	Council, including Councillors and the Mayor.	Administrative Support replaces Administrative Representative.	legislative references and standardizes how key roles are defined across governing documents.
Definitions — new terms	No defined terms for Committee, Incumbent, Interview Panel, Omnibus, or Organizational Meeting.	New defined terms added: Committee (umbrella term for ABCCs); Internal, External, and Intermunicipal Committee; Incumbent; Interview Panel; Omnibus; Organizational Meeting.	Reduces repetitive language throughout the Policy. Clarifies terms previously undefined or open to interpretation. Aligns with the Procedure Bylaw and MGA.
Committee classification	Policy refers generally to "internal and external Agencies, Boards, Commissions, and Committees" without defining these categories.	Policy now distinguishes between Internal Committees (established by Morinville through bylaw), External Committees (established by other bodies), and Intermunicipal Committees (regional, established through bylaw).	Provides clarity on how the Policy applies to different committee types and reduces ambiguity in its application.
Council Member appointment process	Mayor confers with Council Members to recommend appointments to internal and external ABCCs and presents to Council.	Mayor consults with Council Members to inform recommended appointments to Committees and presents to Council for approval. Disclosure requirement retained where a Council Member is recommended for more than one Committee.	Updated the clause to simplify and streamline requirements, removing procedural detail while maintaining governance-focused approach. The revision also incorporates consultation with the CAO to support informed legislative and operational considerations. The intent and considerations for Council Member appointments remain unchanged.

¹Clause numbering has been updated to reflect additions, deletions, and restructuring of the Policy. Some clauses have been renumbered without change to content and are not included in this appendix.

Topic Area	Current Policy (CP144/2022)	Recommendation	Rationale
Public Member recruitment	Mayor determines which internal ABCCs require Public Member appointments. Administration advertises, collects applications, and provides them to the Mayor. Interview panels conduct interviews.	Mayor identifies which Internal Committees require Public Member appointments. Panel (as defined) provides recommendations to Council; Council makes appointments by resolution.	Updated the clause to reflect the defined role of the Interview Panel in providing recommendations and to clarify that appointments are made by Council resolution. This improves clarity, aligns with the Policy structure, and removes procedural detail regarding meeting timing.
Candidate privacy	Names of candidates, including those recommended for appointment, kept confidential until approved by Council at a Regular Meeting.	Candidate information shall be handled in accordance with applicable privacy legislation.	Updated to align with current privacy legislation rather than prescribing specific handling procedures. Ensures flexibility and ongoing compliance.
Vacancies	Council may decide not to fill all vacancies and direct Administration to re-advertise if doing so would not impair the ability of an ABCC to achieve quorum.	Council may determine the number of appointments to be made, including leaving vacancies unfilled or directing Administration to re-advertise, provided quorum can be maintained.	Unchanged in intent. Language simplified using the defined term "Committee."
Cessation of appointment	Not addressed in this Policy. Cessation provisions were located in the Remuneration Policy (s. 3.4).	Cessation of appointment provisions moved to this Policy: term expiry; dissolution of the Committee; or Council resolution, including for non-compliance.	More appropriate placement — cessation relates to appointments, not remuneration. Keeps the Remuneration Policy focused on compensation.
Responsibilities	Separate responsibility clauses for Mayor, Council Members, Council, and	Mayor, Council Member, and Administration responsibilities incorporated into revised Policy	Reduces duplication with previous Policy sections. The revision

¹Clause numbering has been updated to reflect additions, deletions, and restructuring of the Policy. Some clauses have been renumbered without change to content and are not included in this appendix.

Topic Area	Current Policy (CP144/2022)	Recommendation	Rationale
	Administration. Council listed as responsible for approving appointments. Administration responsible for notifying ABCCs once appointments approved.	Statements. Council's listed responsibility to approve appointments removed (established through legislation). Administration's notification requirement removed (administrative in nature).	streamlines language and aligns with the Policy's governance-focused approach.

¹Clause numbering has been updated to reflect additions, deletions, and restructuring of the Policy. Some clauses have been renumbered without change to content and are not included in this appendix.

Public Member Committee Remuneration Policy

CP145/2022 compared with the proposed Public Member Committee Remuneration Policy

This chart summarizes the principal changes identified between the current approved Policy and the proposed replacement Policy.

Topic Area	Current Policy (CP145/2022)	Recommendation	Rationale
Policy title	Agency, Board, Commission, and Committee Membership and Remuneration Policy	Public Member Committee Remuneration Policy	Title updated to reflect the Policy's focused scope — remuneration for Public Members only.
Policy purpose	Broad purpose covering committee governance, member eligibility, conduct standards, and honorariums.	Purpose narrowed to establishing the remuneration framework for Public Members appointed to Council Committees.	Removes overlap with the Appointments Policy. Ensures the Policy has a clear and distinct focus on compensation.
Core terminology	Uses "Town of Morinville" and "Town" throughout. Gendered language used in several provisions.	References updated to "Morinville" or "Municipality" throughout. Gendered language removed. Definitions updated to mirror the Appointments Policy.	Ensures consistency in language across both Policies and with current municipal terminology by removing references to "Town" and replacing with "Morinville" or "Municipality."
Application / scope	Applies only to permanent agencies, boards, commissions, and standing committees of Council. Does not apply to ad hoc or temporary committees.	Applies to Public Members appointed to Internal, Intermunicipal, and External Committees in alignment with the Appointments Policy. Library Board explicitly excluded. Council Member remuneration governed by the Council Remuneration Policy.	Broadens and clarifies scope. Removes the limitation to "permanent" committees. Aligns with the Appointments Policy framework.

¹Clause numbering has been updated to reflect additions, deletions, and restructuring of the Policy. Some clauses have been renumbered without change to content and are not included in this appendix.

Topic Area	Current Policy (CP145/2022)	Recommendation	Rationale
Definitions — new terms	No defined terms for Internal, External, or Intermunicipal Committee, Official Capacity, or Remuneration.	New defined terms added: Internal, External, and Intermunicipal Committee; Official Capacity (activities eligible for remuneration); Remuneration (honorariums and expense reimbursement).	Clarifies when activities qualify for remuneration. Enables consistent use of key terms throughout the Policy. Mirrors terminology in the Appointments Policy.
Definitions — removed	"Act" (Municipal Government Act) defined.	Definition of "Act" removed — term is not used in the Policy.	Reduces unnecessary content.
Committee establishment, eligibility, and conduct	Policy included provisions on committee establishment (s. 3.1), member eligibility (s. 3.2), and member accountability and conduct standards including confidentiality and conflict of interest (s. 3.3).	These provisions removed from the Remuneration Policy.	Outside the scope of a remuneration-focused Policy. More appropriately addressed in the Appointments Policy, individual Committee bylaws, or statutory legislation. Reduces duplication.
Honorarium	Public Members entitled to an honorarium for attendance at a meeting as a Member of an ABCC in Official Capacity. Rate set by Council resolution.	Retained. Public Members entitled to an honorarium for attendance at a Committee meeting in an Official Capacity. Rate set by Council resolution.	No change in substance. Updated to use defined terms "Committee" and "Official Capacity."
Travel reimbursement	Reimbursed at the Government of Alberta rate (per Schedule A, fixed at \$0.505/km as of April 2021).	Reimbursed at the Canada Revenue Agency (CRA) rate. Mileage calculated from Morinville or point of origin, whichever is less.	Aligns with the Council Remuneration Policy. Removes the need to amend the Policy each time the CRA rate changes.
Meal reimbursement	Reimbursed at Government of Alberta rates (per Schedule A: Breakfast \$9.20,	Reimbursed at Government of Alberta rates or actual costs supported by receipts. No	Removes fixed dollar amounts from the Policy. Adds clarity regarding

¹Clause numbering has been updated to reflect additions, deletions, and restructuring of the Policy. Some clauses have been renumbered without change to content and are not included in this appendix.

Topic Area	Current Policy (CP145/2022)	Recommendation	Rationale
	Lunch \$11.60, Dinner \$20.75 as of April 2021).	reimbursement where meals are provided as part of an approved activity.	provided meals to prevent double-claiming.
Rate schedule (Schedule A)	Policy included Schedule A with published Government of Alberta travel and meal expense rates (fixed as of April 1, 2021).	Schedule A removed. Policy references external rate sources (CRA and Government of Alberta) directly.	Eliminates the need to formally amend the Policy each time rates are updated. Improves flexibility.
Cessation of membership	Cessation of membership provisions included in this Policy (s. 3.4): term length, dissolution of ABCC, or non-compliance with member accountability standards.	Cessation provisions moved to the Appointments Policy.	More appropriate placement — cessation relates to appointments, not remuneration.
Claims process	Expense claims with original receipts submitted within 2 months of the meeting to the CAO or designate, using the Expense Claim Form. Administration processes claims once authorizations received.	Claims submitted within two (2) months of the applicable meeting or activity, supported by appropriate documentation. Reviewed and approved by the Administrative Representative assigned in the applicable Committee bylaw.	Streamlines the process. Clarifies documentation requirements and approval authority. Aligns terminology with current roles.

¹Clause numbering has been updated to reflect additions, deletions, and restructuring of the Policy. Some clauses have been renumbered without change to content and are not included in this appendix.

Council Policy



Council and Public Member Committee Appointments

Policy Number: CP_____/2026

Approval Date: _____, 2026

Supersedes Policy: CP144/2022 - Agency, Board, Commission, and Committee Member Appointments

SECTION A

1.0 Policy Purpose

- 1.1 This Policy establishes guiding principles for the appointment of Council Members and Public Members to Agencies, Boards, Commissions, and Committees.

2.0 Definitions

The following definitions and interpretations apply to this Policy:

- 2.1 “Administration” means the administrative and operational arm of Morinville, comprised of the various departments and business units and includes all employees who operate under the leadership and supervision of the Chief Administrative Officer.
- 2.2 “Administrative Support” is a Morinville employee from Legislative Services or designate appointed by the CAO to provide support to Public Member recruitment to an internal Agency, Board, Commission or Committee.
- 2.3 “Agency, Board, Commission, or Committee” means a body to which Council is entitled to appoint members.
- 2.4 “CAO” means the Chief Administrative Officer of Morinville appointed pursuant to s. 205 of the *Municipal Government Act* or the designate of the Chief Administrative Officer.
- 2.5 “Committee” or “Committees” refers to Agencies, Boards, Commissions and Committees to which Council appoints members.

- 2.6 “Council” means Council of Morinville.
- 2.7 “Council Member” means any Member of Council.
- 2.8 “External Committee” or “External Agency, Board, Commission, or Committee” means a Committee that is not established by Morinville, including those established by other governing bodies through legislation, and for which Council representation is requested.
- 2.9 “Incumbent” means a current Public Member serving on a Committee whose term is expiring and is eligible for reappointment.
- 2.10 “Intermunicipal Committee” means a regional Committee established through bylaw, including but not limited to Intermunicipal Subdivision and Development Appeal Board and Joint Assessment Review Boards.
- 2.11 “Internal Committee” or “Internal Agency, Board, Commission, or Committee” means a Committee established by Morinville through bylaw in accordance with section 145(2) of the *Municipal Government Act*, to which Council appoints one or more members.
- 2.12 “Interview Panel” means a panel consisting of the Mayor, up to two (2) Council Members, and an Administrative Support to consider Public Member candidates.
- 2.13 “Mayor” means the Chief Elected Official of Morinville.
- 2.14 “Morinville” or “Municipality” means the municipal corporation of Morinville.
- 2.15 “Omnibus” means a single motion used to approve multiple related items at once, instead of voting on each item separately. An Omnibus motion must be approved unanimously and is typically used for matters such as appointments, routine approvals, or items included on the Consent Agenda.
- 2.16 “Organizational Meeting” means Organizational Meeting of Council (or Inaugural Meeting of Council in an election year), as established under the *Municipal Government Act* and the Procedure Bylaw.
- 2.17 “Public Member” means an individual appointed by Council to an Agency, Board, Commission, or Committee who is not a Council Member.

3.0 Policy Statements

- 3.1 Council is committed to a fair, transparent, and inclusive approach to appointments to Committees that supports effective governance and reflects the community.
- 3.2 Appointments to Committees shall be made in accordance with applicable statutory legislation and Morinville bylaws, including but not limited to:
- 3.2.1 *Municipal Government Act* and other legislation, including the *Library Act*, *Emergency Management Act*, and *Police Act*; and
 - 3.2.2 Procedure Bylaw, and any applicable Agency, Board, Commission, or Committee bylaws.
- 3.3 Appointments of Council Members and Public Members to Committees shall occur at the Organizational Meeting, unless an appointment is required at another time, including but not limited to:
- 3.3.1 A vacancy occurs;
 - 3.3.2 A new Committee is established;
 - 3.3.3 A temporary or ad-hoc Committee is established; or
 - 3.3.4 An election or by-election occurs.
- 3.4 Council Member and Public Member appointments to Committees are intended to commence on January 1 of the applicable year; however, Council may establish alternative appointment terms by resolution.
- 3.5 Appointment of Council Members:
- 3.5.1 The Mayor shall consult with Council Members and the CAO to inform recommended appointments to Committees.
 - 3.5.2 In developing recommendations, consideration may be given to:
 - 3.5.2.1 Council Members' interest and availability;
 - 3.5.2.2 relevant experience or expertise;
 - 3.5.2.3 opportunities for learning and development; and
 - 3.5.2.4 continuity and organizational knowledge.
 - 3.5.3 The Mayor shall provide recommended appointments to Council for consideration.
 - 3.5.4 Council shall approve appointments by resolution and may consider multiple appointments through an Omnibus resolution.

3.6 Appointment of Public Members:

- 3.6.1 Vacant Public Member positions shall be publicly advertised annually.
 - 3.6.1.1 Applications received after the deadline may be considered at the discretion of the Mayor.
- 3.6.2 Public Members may be appointed by Council to External Committees to represent Council and may be subject to recruitment requirements in accordance with this Policy.
- 3.6.3 Public Members may be appointed to Intermunicipal Committees, which may be subject to separate recruitment processes as per the respective Committee bylaw.
- 3.6.4 The Mayor may recommend appointments without convening an Interview Panel where the number of eligible applicants is equal to or less than the number of vacancies.
 - 3.6.4.1 The recruitment period may be extended where additional applicants are desired.
- 3.6.5 An Interview Panel shall be established by the Mayor where the number of eligible applicants exceeds the number of vacancies.
 - 3.6.5.1 The Mayor shall select up to two (2) Council Members to serve on the Interview Panel.
 - 3.6.5.2 The Interview Panel may shortlist candidates for interviews.
 - 3.6.5.3 A representative of the respective Committee may be invited to participate in interviews in an advisory capacity.
- 3.6.6 The Interview Panel shall provide recommendations to Council for the appointment of Public Members, and Council shall make appointments by resolution.
- 3.6.7 The Mayor may recommend the reappointment of an Incumbent without an interview.
- 3.6.8 Council may decide not to fill all vacancies and direct Administration to re-advertise vacant positions, provided quorum can be maintained.
- 3.6.9 With a candidate's consent, Administration may retain applications for consideration in the event of a Public Member vacancy.

3.6.10 Candidate information shall be handled in accordance with applicable privacy legislation.

3.6.11 Cessation of Appointment:

- 3.6.11.1 expiry of the term;
- 3.6.11.2 dissolution of the Committee; or
- 3.6.11.3 by Council resolution, including for non-compliance with Section 4.2.2 of the Public Member Committee Remuneration Policy.

4.0 Review Date

- 4.1 For the purposes of ensuring that this Policy is revised for ongoing relevance and necessity, a review will occur prior to June 30, 2029. The Policy shall be brought forth and repassed in its present or amended form or rescinded.
- 4.2 This Policy shall remain in effect if the review date passes prior to Council review.

SECTION B

1.0 Reference to other Policy and Legislation

Municipal Government Act

Emergency Management Act and supporting regulations.

Police Act and supporting regulations

Libraries Act

Procedure Bylaw

Assessment Review Board Bylaw

CAO Recruitment & Evaluation Committee Bylaw

Community Services Advisory Committee Bylaw

Council Remuneration Review Committee Bylaw

Emergency Management Bylaw

Library Board Bylaw

Policing Committee Bylaw

Subdivision and Development Appeal Board Bylaw

Town of Morinville/Sturgeon County Intermunicipal Affairs Committee Bylaw

Public Member Committee Remuneration Policy

Council Remuneration Policy

2.0 Persons Affected

Council

Council Members

Public Members

Administration

3.0 Divisional/Departmental Responsibility

Administrative Services / Legislative Services

4.0 Review/Revision History and Author

CP144/2022 - Agency, Board, Commission, and Committee Member Appointments

Simon Boersma
Mayor

Michelle Hay
Chief Administrative Officer

Council Policy



Agency, Board, Commission, and Committee Member Appointments

Policy Number: CP144/2022
 Approval Date: May 10, 2022
 Supersedes Policy: N/A

SECTION A

1.0 Policy Purpose

This Policy establishes the process for appointing Council Members and Public Members to internal and external Agencies, Boards, Commissions, and Committees.

2.0 Definitions

The following definitions and interpretations apply to this Policy:

- 2.1 **Administration** means the administrative and operational arm of the Town of Morinville, comprised of the various departments and business units and includes all employees who operate under the leadership and supervision of the Chief Administrative Officer.
- 2.2 **Administrative Representative** means the Town employee appointed by the CAO to provide support to a Town of Morinville Board or Committee.
- 2.3 **Agency, Board, Commission, or Committee** means a body to which Council is entitled to appoint members.
- 2.4 **Council** means the Council of the Town of Morinville.
- 2.5 **Council Member** means a member of Council, including Councillors and the Mayor.
- 2.6 **Mayor** means the Chief Elected Official of the Town of Morinville.
- 2.7 **Town** means the Town of Morinville.
- 2.8 **CAO** means the person appointed as Chief Administrative Officer of the Town of Morinville, or his/her designate.
- 2.9 **Public Member** means an individual appointed by Council to an Agency, Board, Commission, or Committee who is not a Council Member.

3.0 Policy Statements

3.1 The Town of Morinville is committed to an open, inclusive, and equitable process of appointing members to Agencies, Boards, Commissions, and Committees to which Council is entitled to appoint members. The work of Agencies, Boards, Commissions, and Committees supports good governance and a well-run Town, inclusive of citizen participation.

3.2 Appointment of Council Members

3.2.1 The appointment of Council Members to Agencies, Boards, Commissions, and Committees shall occur at the annual organizational meeting of Council unless a situation arises that requires an appointment mid-year.

3.2.2 Prior to the annual organizational meeting of Council, the Mayor shall consult with individual Council Members to determine each Council Member's interest and availability to serve on the various Agencies, Board, Commissions, and Committees. The Mayor has discretion over the form of this consultation.

3.2.3 Upon consulting with Council Members individually, the Mayor shall provide a recommended list of Council Member appointments in consideration of the following:

- Council Members' availability to attend meetings based on the established meeting schedule of each Agency, Board, Commission, or Committee;
- demonstrated interest or expertise in a particular area(s);
- the opportunity for increased learning opportunities and exposure to various Agencies, Boards, Commissions, and Committees; and
- reappointing members in the interest of continuity, complexity, and organizational history.

3.2.4 The Mayor shall provide the recommended appointment list to Administration for inclusion in the agenda package for the Organizational Meeting of Council.

3.2.5 Appointments shall occur by way of Council resolution, with a single resolution approving Council Member appointments to internal and external Agencies, Boards, Commissions, and Committees.

3.2.6 If the motion to approve the Council Member appointments to internal and external Agencies, Boards, Commissions, and Committees is defeated, Administration shall facilitate elections by secret ballot for each vacant position.

3.2.7 Administration shall notify internal and external Agencies, Boards, Commissions, and Committees of Council Member appointments by letter or email as soon as practicable.

3.3 Appointment of Public Members

- 3.3.1 Annually, Administration shall advertise vacant Board and Committee positions to which Public Members are entitled to be appointed. This recruitment shall occur to ensure that appointments are made at the annual Organizational Meeting of Council, unless a situation arises that requires an appointment at another time of year.
- 3.3.2 External Agencies, Boards, Commissions, or Committees may have separate recruitment processes.
- 3.3.3 Council seeks to appoint members that represent the diversity of the Town of Morinville community and encourages applications from all eligible candidates regardless of race, religious beliefs, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, or sexual orientation.
- 3.3.4 Once the deadline for applications has passed, Administration shall confer with the Mayor to review the applications received.
- 3.3.5 If a single application is received from an incumbent member, the Mayor may recommend reappointment without the requirement of an interview.
- 3.3.6 For Agencies, Boards, Commissions, and Committees where the number of eligible candidates is greater than the number of vacancies, the Mayor shall designate interview panels consisting of two Council Members, an Administrative Representative, and the Chair of the respective Agency, Board, or Committee. If the Chair is being interviewed, the Mayor shall designate an alternate Public Member, if applicable, of the Agency, Board, Commission, or Committee to participate in the recruitment process.
- 3.3.7 At the completion of the interview process, Council Members shall deliberate and recommend the appointment of Public Members, which shall be ratified at the next available Regular Meeting of Council.
- 3.3.8 Council may decide not to fill all vacancies and direct Administration to re-advertise vacant Agency, Board, Commission, and Committee positions if doing so would not impair the ability of an Agency, Board, Commission, or Committee to achieve quorum.
- 3.3.9 Administration shall, with a candidate's consent, retain his or her application on file for consideration in the event that a Public Member vacancy occurs.
- 3.3.10 The names of candidates, including the names of candidates recommended for appointment, shall be kept confidential until approved by Council at a Regular Meeting of Council.

3.3.11 Administration shall notify internal and external Agencies, Boards, Commissions, and Committees of Public Member appointments by letter or email as soon as practicable.

3.4 Responsibilities

3.4.1 The Mayor shall:

- confer with Members of Council to recommend the appointment of Council Members to internal and external Agencies, Board, Commissions, and Committees in accordance with this Policy.
- appoint Council Members to interview panels for the purpose of interviewing Public Members.
- fulfill the responsibilities of Council Members in accordance with this Policy.

3.4.2 Council Members shall:

- respond diligently and fully to the Mayor in the Council Member appointment process.
- participate diligently and fully in the Public Member appointment process.

3.4.3 Council shall:

- approve the appointment of Council Members and Public Members to internal and external Agencies, Boards, Commissions, and Committees in accordance with this Policy.

3.4.4 Administration shall:

- provide support to the Mayor and Council in fulfilling the requirements of this Policy.
- once the Council and/or Public Member appointments are approved by Council, notify internal and external Agencies, Boards, Commissions, and Committees by letter or email as soon as practicable.
- facilitate the recruitment of Public Members in accordance with this Policy.

4.0 Expiry Date

- 4.1 For the purpose of ensuring this Policy is reviewed for ongoing relevancy and necessity, with the option that it may be re-passed in its present or an amended form following a review, this Policy expires December 31, 2025.
- 4.2 This Policy shall remain in effect if the review date passes prior to formal review.

SECTION B

1.0 Reference to other Policy and Legislation

- Municipal Government Act*
- Libraries Act*
- Procedure Bylaw
- Assessment Review Board Bylaw
- Subdivision and Development Appeal Board Bylaw
- Board/Committee Membership and Remuneration Policy

2.0 Persons Affected

- Council
- Council Members
- Public Members
- Administration

3.0 Divisional/Departmental Responsibility

- Administrative Services / Legislative Services

4.0 Review/Revision History and Author

- New Document, April, 2022 / Legislative Services

Original Signed _____

S. Boersma
Mayor

Original Signed _____

Michelle Hay,
Interim Chief Administrative Officer

Council Policy



Public Member Committee Remuneration

Policy Number: CP____/2026

Approval Date: _____, 2026

Supersedes Policy: CP145/2022 - Agency, Board, Commission, and Committee Member Appointments

SECTION A

1.0 Policy Purpose

- 1.1 This Policy establishes the Remuneration of Public Members appointed to Agencies, Boards, Commissions, and Committees.

2.0 Application

- 2.1 This Policy applies to Public Members appointed by Council in accordance with the Council and Public Member Appointment Policy:
- 2.1.1 to Internal Committees;
 - 2.1.2 to Intermunicipal Committees; and
 - 2.1.3 to External Committees.
- 2.2 Notwithstanding section 2.1, this Policy does not apply to Public Members appointed to the Morinville Library Board, as the Board is responsible for governing its own operations, including the Remuneration of its members.
- 2.3 Remuneration for Council Members appointed to Agencies, Boards, Commissions, and Committees is governed by the Council Remuneration Policy.

3.0 Definitions

The following definitions and interpretations apply to this Policy:

- 3.1 “Administration” means the administrative and operational arm of Morinville, comprised of the various departments and business units and includes all

employees who operate under the leadership and supervision of the Chief Administrative Officer.

- 3.2 “Agency, Board, Commission, or Committee” means a body to which Council is entitled to appoint members
- 3.3 “CAO” means the Chief Administrative Officer of Morinville appointed pursuant to s. 205 of the *Municipal Government Act* or the designate of the Chief Administrative Officer.
- 3.4 “Committee” or “Committees” refers to Agencies, Boards, Commissions and Committees to which Council appoints members.
- 3.5 “Council Member” means any Member of Council.
- 3.6 “Council” means Council of Morinville.
- 3.7 “Educational Activity” means any conference, seminar, course, training, or event with content or subject matter directly related to the business of the Committee, and that is included in the approved Council budget and authorized by the CAO or designate.
- 3.8 “External Committee” or “External Agency, Board, Commission, or Committee” means a Committee that is not established by Morinville, including those established by other governing bodies through legislation, and for which Council representation is requested.
- 3.9 “Intermunicipal Committee” means a regional Committee established through bylaw, including but not limited to Intermunicipal Subdivision and Development Appeal Board and Joint Assessment Review Boards.
- 3.10 “Internal Committee” or “Internal Agency, Board, Commission, or Committee” means a Committee established by Morinville through bylaw in accordance with section 145(2) of the *Municipal Government Act*, to which Council appoints one or more members.
- 3.11 “Morinville” or “Municipality” means the Municipal Corporation of Morinville.
- 3.12 “Official Capacity” means activities undertaken by a Public Member in their role on a Committee that are authorized, scheduled, or otherwise consistent with the guiding principles set out in this Policy.
- 3.13 “Public Member” means an individual appointed by Council to an Agency, Board, Commission, or Committee who is not a Council Member.

- 3.14 “Remuneration” means compensation provided to a Public Member in accordance with this Policy, including honorariums and expense reimbursement.

4.0 Policy Statements

4.1 Guiding Principles:

- 4.1.1 Honorariums and expenses must be incurred in an Official Capacity and demonstrate a direct benefit to Morinville, adding community value, or advancing community outcomes.
- 4.1.2 Honorariums for activities and associated expenses must arise from participation in Committee business.
- 4.1.3 Honorariums and expenses must be reasonable, defensible to residents, and able to withstand public scrutiny.
- 4.1.4 All expenses must be free from bias and conflict of interest.

4.2 Conditions for Remuneration:

- 4.2.1 Public Members are eligible to receive Remuneration in accordance with this Policy, provided they fulfill the duties and responsibilities of their appointment in compliance with applicable Committee bylaws and statutory legislation.
- 4.2.2 Remuneration may be withheld where a Public Member fails to:
 - 4.2.2.1 Fulfill the duties and responsibilities associated with their appointment, including meeting participation and completion of any legislatively required training; or
 - 4.2.2.2 Comply with applicable conduct, confidentiality, or conflict of interest requirements set out in relevant Committee bylaws and statutory legislation, including conduct that is disrespectful or disruptive to other members.
- 4.2.3 Remuneration shall not apply to activities that:
 - 4.2.3.1 do not align with the guiding principles set out in section 4.1; or
 - 4.2.3.2 are optional, social, or outside of an Official Capacity.

- 4.3 Where Council appoints a Public Member to an External Committee, Remuneration may be provided only by Council resolution.

- 4.3.1 Where the External Committee provides Remuneration, any Remuneration provided by Council resolution shall be limited to the difference between that amount and the rates established in this Policy.
- 4.4 Where Council appoints a Public Member to an Intermunicipal Committee, Remuneration may be provided in accordance with the applicable Committee bylaw, as those rates are jointly established by participating municipalities.
- 4.5 Honorariums:
- 4.5.1 Honorariums provide compensation to Public Members for participation at regular and special meetings of the Committee to which they are appointed, and for related meetings or Educational Activities.
- 4.5.2 Honorariums are based on attendance, recorded in approved minutes or otherwise verified by Administration, and are not provided where a Public Member is absent.
- 4.5.3 Compensation applies only to attendance at approved meetings or activities and does not include preparation time.
- 4.5.4 Compensation may include travel time associated with attendance at approved meetings or activities.
- 4.5.5 For Educational Activities, honorariums are limited to the scheduled duration of the activity.
- 4.5.5.1 Preparation, self-study, or review of materials completed independently is not eligible for compensation.
- 4.5.5.2 Where an examination is required, a flat rate equivalent to three (3) hours may be provided.
- 4.5.6 Honorariums for Public Members shall be paid in accordance with the rate schedule set out in Appendix A.
- 4.6 Expense Reimbursement:
- 4.6.1 Public Members shall be reimbursed for reasonable out-of-pocket expenses for approved activities outside of Morinville at the following:

4.6.1.1 Travel reimbursement shall be provided at the Canada Revenue Agency (CRA) rate. Mileage shall be calculated from Morinville or the point of origin, whichever is less.

4.6.1.2 Meal reimbursement shall be provided at the Government of Alberta rates or based on actual costs supported by receipts. Where meals are provided as part of an approved activity, no reimbursement shall be provided.

4.6.1.3 Reimbursement for economy accommodation may be provided, subject to prior approval.

4.7 Remuneration Claims:

4.7.1 Claims for Remuneration shall be submitted within two (2) months of the applicable meeting or activity and supported by appropriate documentation.

4.7.2 Claims shall be submitted to Administration and are subject to review and approval by the administrative representative assigned in the applicable Committee bylaw.

5.0 Review Date

5.1 For the purposes of ensuring that this Policy is revised for ongoing relevance and necessity, a review will occur prior to June 30, 2029. The Policy shall be brought forth and repassed in its present or amended form or rescinded.

5.2 This Policy shall remain in effect if the review date passes prior to Council review.

SECTION B**1.0 Reference to other Policy and Legislation**

Municipal Government Act

Emergency Management Act and supporting regulations.

Police Act and supporting regulations

Libraries Act

Procedure Bylaw

Assessment Review Board Bylaw

CAO Recruitment & Evaluation Committee Bylaw

Community Services Advisory Committee Bylaw

Council Remuneration Review Committee Bylaw

Emergency Management Bylaw

Library Board Bylaw

Policing Committee Bylaw

Subdivision and Development Appeal Board Bylaw

Town of Morinville/Sturgeon County Intermunicipal Affairs Committee Bylaw

Council and Public Member Appointments Policy

Council Remuneration Policy

2.0 Persons Affected

Public Members appointed by Council to Committees

3.0 Review/Revision History and Author

CP145/2022 – Agency, Board, Commission, and Committee Member Appointments

CA50/2020 – Board/Committee Membership and Remuneration Policy

CFS469/2018 – Volunteer Board / Committee Member Honorarium Policy

CFS138/2017 – Board/Committee/Commission Membership Policy

CA94/2017 – Board/Committee/Commission Membership

CA31/2017 – Board/Committee/Commission Membership

144/2007 – Volunteer Board / Committee Member Honorarium & Per Diem Policy

Simon Boersma
Mayor

Michelle Hay
Chief Administrative Officer

APPENDIX "A"
(attached to and forming part of this Policy)

# of Hours	Honorarium Rate
0 – 1	\$ 25
+1 – 8	\$ 25/hour
+8 (Daily Maximum)	\$ 300
Conferences (Daily Maximum)	\$200

Council Policy



Agency, Board, Commission, and Committee Membership and Remuneration

Policy Number: CP145/2022

Approval Date: May 10, 2022

Supersedes Policy: Board/Committee Membership and Remuneration CA 94/2020

SECTION A

1.0 Policy Purpose

- 1.1 Morinville acknowledges the value of agencies, boards, commissions, and committees to aid the process of effective, responsible and efficient government. The creation, amendment, dissolution, administration of and appointment to agencies, boards, commissions, and committees shall be conducted in a fair and equitable manner and in accordance with applicable legislation and Morinville bylaws, policies, procedures and practices that may be in force.
- 1.2 To outline how volunteers receive honorariums for the work they do as appointed members to Council Agencies, Boards, Commissions, Committees, Administrative Committees, or any such working group established by Council or Administration, in service to the community.
- 1.3 This policy only applies to permanent agencies, boards, commissions, and standing committees of Council and not to ad hoc or temporary committees or boards.

2.0 Definitions

- 2.1 **“Act”** means the *Municipal Government Act*, any regulations thereunder, and any amendments or successor legislation thereto.
- 2.2 **“Administration”** means administrative and operational arm of the Town of Morinville, comprised of the various departments and business units and includes all employees who operate under the leadership and supervision of the Chief Administrative Officer.
- 2.3 **“Chief Administrative Officer”** (CAO) means the chief administrative officer of the Town of Morinville appointed by Council.
- 2.4 **“Council”** means the Council of Morinville in the Province of Alberta.
- 2.5 **“Agencies, Boards, Commissions, and Committees”** means a board, committee, or other body established by Council under the *Act*, and/or external agencies or commissions to which Council has the authority to appoint Public Members.
- 2.6 **“Educational Activity”** means any conference, seminar, course, training, or event with content or subject matter directly related to the business of the Agencies, Boards, Commissions, and Committees.
- 2.7 **“Morinville”** means the Town of Morinville in the Province of Alberta.
- 2.8 **“Public Member”** means an individual appointed by Council to Agencies, Boards, Commissions, and Committees who is not a member of Council.

3.0 Policy Statements

3.1 Establishment of Council Boards/Committees

- 3.1.1 Council may establish a board or committee for any purpose it considers that public input is required.
- i. Establishment of board or committee mandate, composition and appointment terms will adhere to requirements as per the *Municipal Government Act* (MGA) and Morinville bylaws or policies as applicable.
 - ii. Board or committee composition may include:
 - a. Council Members;
 - b. Public Members; and
 - c. Members of Administration to act as a liaison and provide administrative advice and support.
-

3.2 Member Eligibility

- 3.2.1 Membership criteria will be identified in the applicable Agency, Board, Commission or Committee Terms of Reference.
- 3.2.2 Membership may be contingent on standard and specific requirements as per the applicable Agency, Board, Commission or Committee Terms of Reference.
- 3.2.3 Members shall be appointed to boards or committees in accordance with the Agency, Board, Commission, and Committee Member Appointments Policy.

3.3 Member Accountability and Conduct Standards

- 3.3.1 Members will adhere to and perform duties in accordance with:
 - i. Roles, responsibilities, accountabilities and other requirements identified in the Terms of Reference for the applicable board or committee.
 - ii. Applicable Morinville bylaws, policies, procedures and practices that may be in force.
- 3.3.2 Confidentiality: During the course of membership on a Morinville Agency, Board, Commission or Committee, members may be entrusted with privileged and confidential information. Any privileged or confidential information obtained during the course of committee membership shall be held in the strictest confidence at all times; this obligation shall survive cessation of committee membership.
- 3.3.3 Conflict of Interest: Agency, Board, Commission or Committee members must avoid conflicts of interest where:
 - i. A member is a director, member, or employee of an organization seeking benefit from Morinville upon which the Agency, Board, Commission or Committee will make a recommendation.
 - ii. The member has a direct or indirect pecuniary interest in the outcome of the Agency, Board, Commission or Committee deliberations.
- 3.3.4 Conduct Standards:
 - i. Respect the rights, dignity and worth of all other persons.
 - ii. Perform duties with honesty and integrity, in a manner that is helpful, respectful and courteous.
 - iii. Commit the time to attend meetings and to be diligent in preparation for and participation in discussions.

3.4 Cessation of Membership

3.4.1 Membership may cease due to:

- i. Term length as determined by the Terms of Reference of the applicable Agency, Board, Commission or Committee.
- ii. Completion of mandate and/or dissolution of the Agency, Board, Commission or Committee.
- iii. Non-compliance with member accountabilities as per Section 3.4 of this Policy (Member Accountability and Conduct Standards).

Member Remuneration

3.5 Honorarium

Honorarium is intended to provide Agency, Board, Commission or Committee members compensation for Regular and Special Meetings of the Agency, Board, Commission or Committee to which they are appointed, and meetings and educational activities with content or subject matter directly related to the activities of the Agency, Board, Commission or Committee and that take place outside of Morinville (exclusive of conferences, which are addressed in item 3.1.1). Honorariums will only be paid if the individual is in attendance at the meeting/activity as shown on the approved minutes of the Agency, Board, Commission or Committee or as approved by the Town. Allowances may be made for extraneous circumstances, ie. extensive Bylaw review.

3.5.1 Honorariums for Volunteer Agency, Board, Commission, and Committee Members:

Honorariums are paid to Agency, Board, Commission or Committee members in accordance with the following rate schedule:

# of Hours	Honorarium Rate
0 – 2	\$ 50
+2 – 4	\$ 100
+4 – 8	\$ 200
+8 (Daily Maximum)	\$ 300
Conferences (Daily Maximum)	\$200

3.6 Expense Reimbursement

- 3.6.1 Public members shall be reimbursed for out-of-pocket expenses for approved activities outside of Morinville at the following rates:
- Travel Reimbursement shall be set at the Government of Alberta rate (refer to Schedule A)
 - Meal Allowance shall be set at the Government of Alberta rate (refer to Schedule A)
 - Cost for economy accommodation (rate subject to prior approval)
- 3.6.2 Expense claims with original receipts must be submitted within 2 months from the date of the meeting, or as per the Committee Chair's direction, to the CAO or designate, utilizing the Expense Claim Form available from Administration.
- 3.6.3 Administration will process expense claims with expediency once the appropriate authorizations have been given.

4.0 Expiry Date

- 4.1 For the purpose of ensuring that this policy is revised for ongoing relevancy and necessity, a review will occur prior to December 31, 2025. The policy shall be brought forth and accepted in its present or amended form or rescinded.
- 4.2 This policy shall remain in effect if the review date passes prior to formal review.

SECTION B

1.0 Reference to other Policy and Legislation

Municipal Government Act

Procedure Bylaw

Agency, Board, Commission and Committee Member Appointments Policy

2.0 Persons Affected

Public Members appointed by Council to boards/committees

3.0 Review/Revision History and Author

CA50/2020

CFS469/2018

CFS138/2017

CA94/2017

CA31/2017

144/2007

Original Signed _____

Simon Boersma
Mayor

Original Signed _____

Michelle Hay
Interim Chief Administrative Officer

Schedule A**Published Government of Alberta Travel and Meal Expense Rates
Current as of April 1, 2021**

- Standard mileage is reimbursed at the Government of Alberta rate of \$0.505/km.
- Meals will be reimbursed to the following maximums established at the Government of Alberta Rates:
 - Breakfast \$9.20 day
 - Lunch \$11.60 per day
 - Dinner \$20.75 per day



Committee Appointments & Remuneration Policies

A photograph of a modern, grey building with large windows. In the foreground, several tall, dark green flagpoles are visible, each flying a different flag. The sky is a clear, pale blue. The building's facade is composed of large, rectangular panels. The windows are dark and reflect the sky and the flagpoles.

Communications & Legislative Services

Policies Being Updated

Appointments Policy:

- *Formerly:* Agency, Board, Commission, and Committee Member Appointments
- *Now:* Council and Public Member Committee Appointments

Remuneration Policy:

- *Formerly:* Agency, Board, Commission, and Committee Membership and Remuneration
- *Now:* Public Member Committee Remuneration

Purpose & Recommendations

PURPOSE

To present updated policies for Council and Public Member Committee Appointments and Public Member Committee Remuneration for Council's consideration.

RECOMMENDATIONS

- Approve the Council & Public Member Committee Appointments Policy, rescinding the Agency, Board, Commission, and Committee Appointments Policy CP144/2022.
- Approve the Public Member Committee Remuneration Policy, rescinding the Agency, Board, Commission, and Committee Membership and Remuneration Policy CP145/2022.

Legislative Alignment

MGA amendments requiring Committees be established by bylaw replaced Terms of Reference. References and conduct-related items removed from policies.

Clarity & Consistency

Updates clarify Council's direction for Committee appointments and Public Member remuneration while maintaining a high-level approach that avoids duplication.

Future-Ready

Updates support evolving Committee structures and ensure policies remain relevant as new Committees are established.

Detailed Comparison Provided

A Policy Amendment Appendix provides a detailed comparison of current and proposed policies, including rationale for all changes.

Background & Context

2017-
2018

Board/Committee/Commission Membership⁸⁴ Policy C94/2017 and Volunteer Board / Committee Member Honorarium Policy CFS469/2018 approved.

2020

Board/Committee Membership and Remuneration Policy CA50/2020 approved.

2022

CP144/2022 (Appointments) and CP145/2022 (Remuneration) approved. Additional Committees established by bylaw as they arose, including CSAC (2023), Council Remuneration Review Committee, and Policing Committee.

2026

Administration reviewed to ensure alignment with current legislation and evolving governance needs. Updated policies presented for Council's approval.

Appointment Policy Scope (No Change)

Guidelines for Council to appoint Council Members and Public Members to Boards and Committees.

Includes:

- Council Member appointment approach (Mayor/Council roles)
- Public Member recruitment expectations
- Appointment timing (Organizational Meeting / January 1 – Term Start-Date)
- Roles of Mayor, Council, and Administration

Remuneration Policy Scope (Refined Scope)

Previous Scope (2022):

Public Member remuneration & membership requirements

- Eligibility, conduct, responsibilities
- Honorariums and expenses

Revised Scope (2026):

Framework for **Public Member remuneration only**

Includes:

- Honorariums (rates and eligibility)
- Expense reimbursement
- Conditions for payment (e.g., attendance, official duties) – *replaced Conduct and Accountability Standards*

Removed (*already address in Committee Bylaws*)

- Membership eligibility
- Conduct and accountability standards

Updates: Council & Public Member Committee Appointments

Vacancy Management

Consolidated provisions for mid-term vacancies, new or ad-hoc Committees, and post-election appointments, providing flexibility outside of the standard Organizational Meeting cycle.

New Start Date

Appointments now intended to commence Jan. 1 (previously Nov. 1), supporting alignment with annual governance cycles.

Public Member Recruitment

Introduced Interview Panel definition; allows shortlisting, reappointment of Incumbents without interview, and extension of recruitment periods.

Appointment Timings

Consolidated appointment provisions with flexibility for vacancies, new or ad-hoc Committees, and elections.

Council Appointments

Mayor consults Council Members & CAO to develop recommended appointments; Council approves by resolution, including Omnibus resolutions.

Updated Definitions

New defined terms: Committee, Internal / External / Intermunicipal Committee, Incumbent, Interview Panel, Omnibus, Organizational Meeting.

Updates: Public Member Committee Remuneration

Refined Scope

Applies to Internal, Intermunicipal, and External Committees. Library Board excluded as it governs its own remuneration. Council Members governed by Council Remuneration Policy.

Guiding Principles

Remuneration must be incurred in an Official Capacity, be reasonable demonstrate direct benefit to Morinville, and arise from Committee business.

Conditions for Remuneration

Remuneration may be withheld for failure to fulfill duties or comply with conduct/conflict of interest requirements in Committee bylaws.

Updated Honorarium Rate

New hourly model aligned with Council Remuneration Policy.

Expense Reimbursement

Expense Reimbursement aligned with Council Remuneration Policy.

Legislative Alignment

Removed references to Terms of Reference; defers Committee-specific requirements (membership, conduct) to applicable bylaws and legislation.

Impact

Financial

No financial impact. All costs accommodated within existing approved operating budgets.

Legal / Legislative

Policies reviewed against applicable bylaws (i.e., Policing) and relevant legislation (i.e., *Libraries Act*). Updates improve alignment and reduce potential inconsistency.

Organizational

Improved clarity and flexibility in recruitment, appointments, and remuneration standards. Supports clear direction on current and future Committee appointments.

Community

Supports a consistent and transparent approach to public participation on Committees and Council appointments to Standing Committees of Council.

Questions

Attachments Provided:

- Policy Amendment Appendix
- Proposed Council & Public Member Appointments Policy
- Proposed Public Member Committee Remuneration Policy
- CP144/2022 (current) | CP145/2022 (current)



Thank
you



www.morinville.ca

Municipal Naming Policy

April 14, 2026

For Council: Decision Direction Information

The purpose of this report is to present Council with a proposed replacement Municipal Naming Policy that fulfills Council's June 2025 direction to establish a recognition framework for municipal facilities and reorients the policy to focus on Council's governance role by separating policy direction from administrative processes and program details.

RECOMMENDATION

That Council approve the Municipal Naming Policy, rescinding the Municipal Naming Policy CP225/2022.

KEY MESSAGES

- Names and recognition attached to public assets are permanent, visible expressions of who Morinville is and what it values. This policy ensures those decisions are made consistently and accountably.
- Fulfills Council's June 2025 direction to establish a recognition framework for municipal facilities.
- Reorients the policy to focus on Council's governance role, separating policy direction from administrative process and detail.
- Adds an explicit risk-management tool allowing the Municipality to revoke or modify naming where reputational, legal, or operational risks arise.

IMPACT

Financial

Costs associated with Council-directed commemorative recognition will vary by initiative and will be brought forward to Council for consideration when each recognition decision is made. No direct financial impact is associated with the remaining policy changes.

REPORT INFORMATION

Background

The Municipal Naming Policy (CP225/2022) established Morinville's framework for commemorative naming, heritage naming, and sponsorship and naming rights.

In June 2025, Council directed Administration to develop a recognition framework for municipal facilities reflecting the diverse excellence of the community. In reviewing how best to fulfill that direction, it became clear that the existing policy did not provide a suitable pathway. Commemorative naming applied only to park benches and trees. Heritage naming governs the naming of municipal assets as a whole, not individual recognition within them. Sponsorship and naming rights involve a commercial exchange. No mechanism existed for Council to direct non-commercial, facility-based recognition.

That gap, combined with a broader review of the 2022 policy, led to the conclusion that a full replacement was more appropriate than a targeted amendment. The 2022 policy had come to embed a

level of administrative process and program detail that is more appropriately governed outside a Council policy. The proposed replacement addresses both issues: it establishes Council's authority to direct commemorative recognition, and it reorients the policy around Council's governance role.

Summary of Changes

The proposed policy makes two substantive changes to the 2022 framework.

The first fulfills Council's June 2025 direction. Section 6.4 establishes that Council may direct commemorative recognition for a Municipal Asset or component thereof. Each recognition requires a Council resolution, ensuring democratic accountability. Administration will maintain the implementing standards governing the exercise of that authority, including requirements for consent, design, non-commercial intent, and term.

The second reorients the policy around Council's governance role. The 2022 policy embedded administrative processes and program details (ex. plaque specifications, renewal timelines, technical road and park naming schedules) that are more appropriately governed by Administration. That detail is retained in administrative directives and technical standards; it has not been discarded. Removing it from the Council policy means it can be updated as operational needs evolve without requiring a policy amendment.

The attached comparison chart provides a full summary of all changes.

PREVIOUS COUNCIL AND COMMITTEE ACTION

At the June 24, 2025, Regular Meeting of Council, Council directed Administration to bring forward a business case for an inclusive, criteria-based Recognition Framework to guide future commemorative initiatives across municipal facilities, reflecting the diverse excellence in our community. Upon review, Administration identified that the most appropriate mechanism to fulfill that direction was through policy rather than a new program or service, and therefore, a business case was not required.

At the September 27, 2022, Regular Meeting of Council, Council approved the Municipal Naming Policy (CP225/2022), superseding PED323/2020 Commemorative Naming.

ALIGNMENT

The proposed policy aligns with Council's Strategic Plan by supporting community identity, belonging, and recognition of outstanding civic contributions. The governance-focused rewrite supports transparency and accountability in Council's decision-making by clearly delineating Council's role from Administration's as supported by the *Municipal Government Act*.

PRESENTER Michelle Hay, CAO

ATTACHMENTS

- Proposed Municipal Naming Policy
- Municipal Naming Policy – Comparison Chart 2022 to 2026
- [Municipal Naming Policy CP225/2022](#)

Council Policy



Municipal Naming Policy

Policy Number: _____/2026
Approval Date: _____, 2026
Supersedes Policy: CP225/2022 – Municipal Naming Policy

SECTION A

1.0 Policy Purpose

- 1.1 The purpose of this Policy is to establish a clear and consistent framework for the naming and recognition of Municipal Assets that:
- 1.1.1 supports Council’s decision-making through defined criteria and boundaries;
 - 1.1.2 reflects Morinville’s identity, heritage, and community values;
 - 1.1.3 distinguishes between commemorative recognition, heritage naming, and sponsorship or naming rights; and
 - 1.1.4 manages financial, operational, and reputational risks associated with naming decisions.

2.0 Scope

- 2.1 This Policy applies to the naming, renaming, and recognition of Municipal Assets owned or controlled by the Municipality. This includes:
- 2.1.1 Commemorative Naming and recognition initiatives;
 - 2.1.2 Heritage Naming of Municipal Assets, including but not limited to roads, parks, trails, Facilities, and Facility Amenities; and
 - 2.1.3 Sponsorship and Naming Rights associated with Municipal Assets, programs, services, or events.

3.0 Definitions

All definitions include the plural form of the terms.

- 3.1 The following are the three categories of Municipal Naming governed by this Policy.
- 3.1.1 "Commemorative Naming" means the recognition of an individual, group, organization, or event through the dedication of a Municipal Asset or component
-

- thereof, where such recognition does not assign or change the name of the Municipal Asset.
- 3.1.2 "Heritage Naming" means the naming of a Municipal Asset, such as streets, parks, trails, facilities, or components thereof, to recognize historical significance, outstanding achievements, or significant contributions of an individual or group.
- 3.1.3 "Sponsorships and Naming Rights" means a contractual arrangement in which the Municipality grants a third party recognition or naming rights associated with a Municipal Asset, program, service, or event in exchange for financial or other consideration, in a manner that provides benefit to the Municipality.
- 3.2 "Administration" means the administration of the Municipality.
- 3.3 "Advertising" means a contractual arrangement for a defined period of time where a third party provides a financial contribution in return for rights to place a single message on a medium (e.g., billboard, transit shelter, etc.) where the content is controlled by the third party and approved by the Municipality for certainty, an Advertising arrangement does not provide the third party with further substantive rights such as in Naming Rights or Sponsorship arrangements.
- 3.4 "CAO" means the Chief Administrative Officer of Morinville.
- 3.5 "Council" means the duly elected Council of Morinville.
- 3.6 "Facility" means any property, complex, structure, or building (interior or exterior) owned or controlled by Morinville.
- 3.7 "Facility Amenities" means all public spaces within a Municipal building, structure or area of land owned by the Municipality, including all interior and exterior facility components.
- 3.8 "Morinville" or "Municipality" means the Municipal Corporation of Morinville.
- 3.9 "Municipal Asset" means an item, object, thing (including a service, program, event, or activity) or real estate property (Facilities and Facility Amenities) owned by the Municipality.
- 3.10 "Naming Rights" means a contractual arrangement for a defined term where a third party (i.e., community organization or individual) provides goods, services or financial contribution in return for access to the commercial/marketing potential associated with rights for the inclusion and public display of the third party's name as part of the name of a Municipal Asset.
- 3.11 "Sponsor" means a third party who provides sponsorship.

- 3.12 “Sponsorship” means a contractual arrangement for a defined term where a third party provides goods, services or financial contribution in return for access to the commercial/marketing potential associated with rights to be publicly denoted as being a sponsor of a Municipal service, program, event, activity or sub-component of a Municipal Asset and/or rights for the inclusion and public display of the third party’s name as part of the name of a Municipal service, program, event, activity or sub-component of a Municipal Asset.

4.0 General Naming Requirements

- 4.1 All naming and recognition of Municipal Assets shall align with the Municipality’s identity, heritage, and community values.
- 4.2 The Municipality may refuse or reconsider any naming or recognition that:
- 4.2.1 is divisive, discriminatory, offensive, or inconsistent with community standards;
 - 4.2.2 creates reputational risk for the Municipality; or
 - 4.2.3 does not reflect the intent of this Policy.
- 4.3 Naming and recognition decisions shall consider financial, operational, and reputational impacts.
- 4.4 Names assigned to Municipal Assets shall be distinct and avoid duplication or similarity that may create confusion within Morinville or regional emergency services.
- 4.5 Where a naming or recognition involves an individual, group, or organization, consent shall be obtained, where appropriate, prior to approval.
- 4.6 Naming and recognition shall maintain a clear distinction between Commemorative Naming, Heritage Naming, and Sponsorship and Naming Rights.
- 4.7 Technical naming standards for specific asset types, including roads, parks, and trails, shall be established and maintained by Administration.

5.0 Renaming Municipal Assets

- 5.1 The Municipality may consider the renaming of Municipal Assets on a case-by-case basis, including at the expiry of Sponsorship and Naming Rights agreements.
- 5.2 Proposals to rename existing Municipal Assets will only be considered in exceptional circumstances.
- 5.3 In considering a proposal to rename a Municipal Asset, the Municipality shall consider:
- 5.3.1 the historical significance of the existing name;
 - 5.3.2 the impact on any individual or organization associated with the existing name;

- 5.3.3 the financial and operational implications of renaming, including changes to signage, records, and community recognition; and
 - 5.3.4 alignment with Council's approved plans and priorities.
- 5.4 The Municipality may revoke, remove, or modify naming or recognition where it no longer aligns with this Policy or where circumstances warrant reconsideration, including where reputational, legal, or operational risks arise.

6.0 Commemorative Naming

- 6.1 Commemorative Naming shall:
- 6.1.1 be non-commercial in nature; and
 - 6.1.2 not provide naming rights or advertising opportunities.
- 6.2 Commemorative Naming may be established for a defined term, as determined by the Municipality.
- 6.3 Fees for Commemorative Naming may be established by the Municipality and will reflect a cost recovery approach.
- 6.4 Council may, by resolution, direct commemorative recognition for a Municipal Asset or component thereof.

7.0 Heritage Naming

- 7.1 Heritage Naming shall be used to assign names to Municipal Assets in recognition of historical significance, contributions, or community value.
- 7.2 Names selected for Heritage Naming shall be drawn from the Names Reserve List, which shall be established and maintained by Administration.
- 7.3 Names included on the Names Reserve List shall meet one or more of the following criteria:
- 7.3.1 the individual or group has historical significance to Morinville or its development;
 - 7.3.2 the individual or group has historical significance to surrounding communities, including Alexander First Nation and Canadian Forces Base Edmonton;
 - 7.3.3 the individual or group has demonstrated excellence, courage, or exceptional service to Morinville, the Province of Alberta, or Canada;
 - 7.3.4 the individual or group has made significant contributions in scholastic, athletic, professional, or public service fields; or
 - 7.3.5 the individual or group has demonstrated exceptional community service or humanitarian contributions.

- 7.4 Names shall not be included on the Names Reserve List where they:
- 7.4.1 do not meet the criteria set out in this Policy; or
 - 7.4.2 are inconsistent with Council's approved plans and priorities.
- 7.5 Heritage Naming shall:
- 7.5.1 result in names that are distinct and not easily confused with existing names within Morinville or regional emergency services; and
 - 7.5.2 reflect the function, geographic features, or community context of the Municipal Asset, where appropriate.
- 7.6 Public roadways shall be named or numbered in accordance with applicable municipal standards and subdivision approval processes.
- 7.7 Municipal Facilities and Facility Amenities shall be named to reflect their function, location, or community significance.
- 7.8 Parks and trails shall be named to reflect heritage, geographic features, or community context.

8.0 Sponsorship and Naming Rights

- 8.1 Sponsorship and Naming Rights may be used as a mechanism to generate revenue or other value for the Municipality through association with Municipal Assets, programs, services, or events.
- 8.2 Sponsorship and Naming Rights arrangements shall:
- 8.2.1 align with the Municipality's priorities, policies, and values; and
 - 8.2.2 provide a clear benefit to the Municipality.
- 8.3 Sponsorship and Naming Rights shall be structured to maintain a clear distinction from:
- 8.3.1 Commemorative Naming; and
 - 8.3.2 Heritage Naming.
- 8.4 Sponsorship and Naming Rights shall not be applied in a manner that compromises the integrity, intended use, or public nature of a Municipal Asset.

9.0 Review of Policy

- 9.1 For the purposes of ensuring this Policy is reviewed for ongoing relevance and necessity, a review will occur prior to June 30, 2030. The Policy shall be brought forth and repassed in its present or amended form or rescinded.
- 9.2 This Policy shall remain in effect if the review date passes prior to Council review.

SECTION B

1.0 Reference to Policy and Legislation

Corporate Sponsorship and Community Partnership Policy
Fees and Charges Bylaw
Numbering of Streets, Parcels, and Buildings Bylaw

2.0 Persons Affected

Community Partners
Corporate Sponsors
Residents of the Morinville Region

3.0 Divisional/Departmental Responsibility

Corporate and Planning Services
 Communications & Legislative Services
 Planning and Economic Development
Community and Infrastructure Services
 Infrastructure Services
 Community Services

4.0 Review/Revision History and Author

CP225/2022 – Municipal Naming Policy
PED323/2020 Commemorative Naming

Simon Boersma
Mayor

Michelle Hay
Chief Administrative Officer

Municipal Naming Policy Comparison Chart

2022 Policy CP225/2022 compared with the proposed 2026 Municipal Naming Policy

This chart summarizes the substantive changes between the 2022 approved policy and the proposed replacement policy. The proposed policy has been rewritten to focus on Council’s governance role of setting direction, criteria, and boundaries, and separates that role from administrative process and program management detail, which is retained by Administration in directives and technical standards. Housekeeping updates (terminology, review date, formatting) are noted in the first row but not itemized separately.

Topic Area	2022 Policy	Proposed 2026 Policy	Key Change
Overall policy approach	Prescriptive, clause-numbered policy embedding detailed operational requirements throughout, including technical schedules for roads, parks, and trails. Process, procedure, and program administration sit alongside Council direction in the same document.	Principles-based framework focused on Council’s governance role: setting direction, establishing criteria, and defining boundaries. Operational detail is retained by Administration in administrative directives and technical standards.	The 2022 policy conflated Council’s governance role with administrative process and procedure. This rewrite separates the two. The operational rules have not been discarded — they are retained by Administration in the appropriate instruments, where they can be updated as program needs evolve without requiring a policy amendment. Housekeeping updates include modernized terminology (Municipality / Municipal Asset) and an updated review date of June 30, 2030.
Purpose and scope	Opens with a general commitment statement. Scope implied through three naming parts.	Adds explicit Purpose and Scope sections stating the policy’s objectives and confirming it applies to all naming, renaming, and recognition of Municipal Assets.	A clearer statement of what Council’s policy is intended to achieve and where it applies. Provides a principled foundation for all decisions made under it and reduces interpretive ambiguity.
General naming requirements	Naming requirements embedded separately within each of the three naming parts, with repetition across sections.	Adds a consolidated General Naming Requirements section covering: alignment with community values; grounds for refusal or reconsideration; financial, operational, and reputational considerations; distinctiveness; consent; and the distinction between naming types.	Substantively new. Establishing shared requirements in one place ensures consistent direction across all naming types.
Commemorative naming — scope and administration	Limited to commemorative benches and trees. Detailed requirements for plaque specifications, 10-year term, renewal process, maintenance obligations, applicant withdrawal terms, and liability provisions embedded directly in the policy.	Retains commemorative benches and trees as the scope of the program. Operational requirements — term length, renewal process, plaque specifications, maintenance protocols, and applicant obligations — are removed from the policy and maintained by Administration in program directives.	The program is unchanged. Operational detail that was embedded in the 2022 policy is now held administratively, consistent with the overall approach.

Topic Area	2022 Policy	Proposed 2026 Policy	Key Change
Council-directed recognition	No framework existed for Council to direct non-commercial recognition within facilities or amenity spaces, leaving Council without a clear, accountable mechanism to recognize individuals and organizations for significant community contributions in a municipal facility setting.	Adds a new provision confirming that Council may direct commemorative recognition for a Municipal Asset or component thereof. Administration establishes and maintains the implementing standards.	At its June 24, 2025, meeting, Council directed Administration to develop a recognition framework for municipal facilities reflecting the diverse excellence of the community. This provision fulfills that direction, establishing Council's authority to act and a non-commercial, resolution-based framework for doing so.
Renaming Municipal Assets	Renaming considered only in exceptional circumstances. Factors include historical significance, impact on associated individuals, cost of signage changes, and consistency with Morinville's mission, vision, or values.	Retains the exceptional-circumstances threshold and the same core factors. Broadens the values test from consistency with Morinville's mission, vision, or values to alignment with Council's approved plans and priorities. Adds a provision allowing the Municipality to revoke, remove, or modify naming where reputational, legal, or operational risks arise.	Broadening the values test grounds naming decisions in Council's own approved direction rather than a general statement of values. The new revocation provision gives the Municipality an explicit risk-management tool that did not exist in the 2022 policy.
Heritage naming — eligibility, exclusions, and Names Reserve List	Six eligibility criteria. Excludes currently elected officials and names inconsistent with Morinville's mission, vision, or values. Names Reserve List established and maintained by Administration.	Consolidates to five criteria, adding 'sport' to the scholastic/professional/public service category and removing the life-risking/giving criterion. Exclusions updated to reference names inconsistent with Council's approved plans and priorities.	Consolidating the criteria and adding sport modestly broadens the types of contributions that may support heritage naming. Anchoring exclusions to Council's approved plans and priorities replaces a general values statement with a more grounded reference.
Road, park, trail, and facility naming	Arterial roadways required to be named after historically significant individuals or culturally significant groups including Indigenous peoples. Detailed Schedule A (17 technical road-naming rules) and Schedule B (4 park and trail naming rules) form part of the policy.	Public roadways shall be named or numbered in accordance with applicable municipal standards and subdivision approval processes. Parks and trails shall reflect heritage, geographic features, or community context. Facilities named by function, location, or community significance. Schedules A and B removed from the policy.	Technical naming standards are retained by Administration. The arterial road naming prescription is removed as operational detail that does not belong in a Council policy; the principle of heritage-reflective naming is retained.
Sponsorship and naming rights	Detailed minimum agreement requirements embedded in the policy, including written contract requirements, alignment with Corporate Sponsorship Policy, Administration's training responsibilities, revenue direction to general revenue, and cost recovery from naming rights revenue.	Retains the governance principles: arrangements must align with the Municipality's priorities and values, provide clear benefit, maintain distinction from Commemorative and Heritage Naming, and not compromise the integrity of the Municipal Asset. Contract, revenue, and operational requirements have been removed from this policy.	Contract requirements, revenue direction, and operational responsibilities belong in the Corporate Sponsorship and Community Partnership Policy. Removing them eliminates duplication and ensures each policy governs its intended scope.

CAO Recruitment Policy

April 14, 2026

For Council: Decision Direction Information

To present the CAO Recruitment Policy for Council's consideration and approval.

RECOMMENDATION

That Council approve the CAO Recruitment Policy as presented.

KEY MESSAGES

- The policy establishes a clear and consistent framework for the recruitment of the Chief Administrative Officer (CAO).
- It aligns with the CAO Recruitment and Evaluation Bylaw and the CAO Performance Evaluation Policy.
- It reinforces Council's role in CAO recruitment while providing structured guidance for the Recruitment Committee.
- It supports fairness, transparency, and consistency in candidate evaluation.

IMPACT

Financial

There is no direct financial impact from policy adoption.

Future recruitments may include costs for executive search services, which would be brought forward for Council consideration.

Organizational

The proposed policy provides organizational clarity by defining roles and responsibilities and establishing a structured framework for CAO recruitment. It supports consistent and defensible hiring practices for the municipality's most senior administrative position and strengthens governance by reinforcing Council's role in recruitment, while maintaining appropriate separation from administrative functions.

REPORT INFORMATION

Background

Council is responsible for the recruitment and appointment of the Chief Administrative Officer under the *Municipal Government Act*.

Council has previously approved a CAO Recruitment and Evaluation Committee Bylaw and a CAO Performance Evaluation Policy to define the authority and expectations of the CAO role. This policy has been developed to establish the process for CAO recruitment and to support Council in carrying out its responsibilities in a consistent and structured manner.

Analysis

The CAO Recruitment Policy:

- Assigns responsibility for the recruitment process to the CAO Recruitment and Evaluation Committee.
- Provides a structured approach to recruitment preparation, candidate attraction, and evaluation.
- Ensures consistent evaluation criteria and processes across all candidates.
- Confirms that final appointment authority remains with Council.

The policy is designed to complement the existing bylaw by focusing on a guiding framework, while the bylaw establishes authority. This approach reflects leading practices in municipal governance and helps ensure a transparent, fair, and defensible recruitment process.

PREVIOUS COUNCIL AND COMMITTEE ACTION

At the February 10, 2026, Regular Meeting of Council, Council approved the CAO Recruitment and Evaluation Committee Bylaw and CAO Performance Evaluation Policy.

ALIGNMENT

This policy aligns with:

- The *Municipal Government Act*.
- The municipality's governance framework for CAO recruitment and evaluation.
- Council's commitment to effective governance and organizational leadership.

PRESENTER T. Nosko, General Manager,
Corporate and Planning Services

ATTACHMENTS

- Proposed CAO Recruitment Policy

Council Policy



CAO Recruitment

Policy Number: CP____/202X
Approval Date: _____, 202X
Supersedes Policy: N/A - New

SECTION A

1.0 Policy Purpose

- 1.1 The purpose of this Policy is to establish a guiding framework for the recruitment of the Chief Administrative Officer (CAO) for the Municipality.
- 1.2 Recruitment will be conducted in accordance with the Municipality's CAO Recruitment and Evaluation Committee Bylaw and will be designed to identify the candidate best suited to lead the administration of the Municipality and support Council's strategic priorities.

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 "CAO" means the Chief Administrative Officer of Morinville appointed pursuant to s. 205(1) of the *Act*.
- 2.3 "Committee" means the CAO Recruitment and Evaluation Committee, established under the CAO Recruitment and Evaluation Committee Bylaw.
- 2.4 "Council" means the Municipal Council of Morinville.
- 2.5 "Morinville" or "Municipality" means the Municipal Corporation of Morinville.

3.0 Recruitment Preparation

3.1 Prior to commencing recruitment, the Committee shall:

- 3.1.1 review and confirm the CAO job description and leadership competencies in accordance with the Chief Administrative Officer Bylaw;
- 3.1.2 identify the leadership qualities and experience required to support Council's strategic priorities;
- 3.1.3 determine the recruitment approach;
- 3.1.4 establish a recruitment timeline; and
- 3.1.5 establish evaluation criteria that will be applied consistently to all candidates.

3.2 The Committee may retain an executive recruitment agency or other professional services to support recruitment.

4.0 Candidate Recruitment

4.1 Council may provide supplementary direction regarding a specific recruitment, including matters not addressed within this Policy, by resolution.

4.2 The Committee shall ensure that the recruitment process:

- 4.2.1 is competitive and designed to attract qualified candidates;
- 4.2.2 is conducted in accordance with applicable employment and privacy legislation;
- 4.2.3 promotes fairness and consistency in candidate evaluation.

5.0 Candidate Evaluation

5.1 The Committee shall oversee candidate evaluation using consistent evaluation criteria and processes applied equally to all candidates.

5.2 The Committee shall identify a preferred candidate and present a recommendation to Council.

5.3 The Committee may utilize a third party to conduct reference checks, credential verification, and other appropriate background checks prior to recommending a preferred candidate to Council.

6.0 Appointment

6.1 Council retains sole authority for the appointment of the CAO and shall make the final hiring decision by resolution at a duly constituted Council meeting as per s. 206 of the *Act*.

7.0 Confidentiality

7.1 Council and members of the Committee shall maintain confidentiality regarding candidate information, deliberations, and evaluation materials in accordance with applicable legislation.

8.0 Review Date

8.1 For the purposes of ensuring that this Policy is revised for ongoing relevance and necessity, a review will occur prior to June 30, 2029. The Policy shall be brought forth and repassed in its present or amended form or rescinded.

8.2 This Policy shall remain in effect if the review date passes prior to Council review.

SECTION B

1.0 Reference to other Policy and Legislation

Municipal Government Act, R.S.A. 2000, c.M-26
Chief Administrative Officer Bylaw
CAO Recruitment and Evaluation Committee Bylaw
CAO Performance Evaluation Policy

2.0 Persons Affected

Council
Chief Administrative Officer

3.0 Review/Revision History and Author

Simon Boersma
Mayor

Michelle Hay
Chief Administrative Officer

CAO Report

April 14, 2026



Community Safety & Emergency Preparedness

Morinville Fire Services continues to strengthen operational readiness through targeted training and external funding support. In March, the department completed its annual ice-water rescue training, with 27 members participating and 9 achieving certification for the first time. This expands in-house capacity and enhances emergency response capability during high-risk seasonal conditions.

We also secured provincial funding to support training aligned with updated wildland response standards. While the funding represents a partial award compared to the previous year, it continues to offset training costs and supports compliance with evolving provincial requirements.

Recreation & Facility Utilization

Facility use and program participation remain strong as the organization transitions from winter to spring programming. Major events, including tournaments and sponsored community programming, continue to drive participation and reinforce the value of partnerships in expanding access while managing costs.

The transition from ice season to spring programming was completed efficiently, with improved coordination between operational teams that reduced downtime and enabled a quicker shift to dry-floor and multi-use programming. This reflects continued focus on operational alignment and ongoing continuous improvement in how we manage facility transitions and maximize the use of existing assets.

Community Programming & Social Supports

Programming across continues to reflect strong participation and alignment with community needs. The International Women's Day event in March drew strong participation and positive feedback, reinforcing its role as a partnership-driven initiative focused on connection, learning, and community leadership. Spring break camps and youth programming continue to see solid uptake, with expanded access and extended hours supporting increased youth engagement. For adults and seniors, spring programming is underway with a focus on independence, wellness, and social connection, supported by a mix of practical life-skills workshops, wellness programming, and opportunities for social engagement. Looking ahead, Youth Week (May 5–8) will bring a series of events focused on youth engagement and family participation, including both new and returning activities.

Community Grants

Morinville's Community Grant program continues to demonstrate strong demand and meaningful community impact. The first 2026 intake saw 15 applications requesting over \$35,000, with \$22,400 approved across 10 initiatives. Funded projects reflect a broad cross-section of community needs and priorities, including youth development, mental well-being, accessibility, arts and culture, and community connection.

Approved funding is supporting:

- School-based and youth-focused initiatives, including enhancements to recreational spaces and programming that promote physical activity, inclusion, and student engagement
- Mental well-being and resilience programming, delivered through community and school partnerships
- Community-led events and initiatives that create accessible opportunities for families to connect and participate
- Arts and culture programming, including regional events hosted in Morinville that strengthen community identity and visibility
- Local organizations and volunteer-led groups, helping to reduce participation barriers through support for equipment, facility access, and program delivery

Examples include multi-partner initiatives such as the SCARS Gimme Shelter project and regional events like the Morinville Minstrels Seniors Choral Festival.

Demand for the program continues to grow, reflecting increasing awareness and reliance on municipal support to enable community-led initiatives and sustain local programming.

Partnerships & Strategic Initiatives

Morinville continues to leverage partnerships to strengthen service delivery and advance community priorities. We will be entering into a Memorandum of Understanding with Primary Care Alberta under the Healthy Together initiative, securing \$12,500 in seed funding over three years. This partnership supports collaboration with community agencies to develop and begin advancing coordinated responses to priorities identified through the social needs assessment. This work represents an important step in moving from assessment to action, positioning Morinville to take a more coordinated, system-level approach to community well-being. Partnership-supported programming also continues to improve accessibility while reducing direct municipal costs.

Community Events & Economic Activity

Spring bookings and events continue to demonstrate strong facility utilization and contribute to local economic activity. Multi-day events, such as dance competitions and regional tournaments, are bringing visitors into the community, supporting local businesses, and reinforcing the role of municipal facilities as community and economic hubs.

Organizational & Governance Updates

Administration continues to advance improvements to organizational practices and governance alignment.

- A new municipal assessor has been appointed through our contracted assessment services provider, ensuring continuity and expertise in property assessment services.
- Council committee appointment terms will transition to a calendar-year model beginning in 2027, aligning with planning cycles and improving administrative consistency.

Looking Ahead - Strategic Plan Implementation

With Council's Strategic Plan coming forward for approval, Administration is preparing to move into implementation. This work will focus on translating Council's priorities into a coordinated and achievable set of initiatives, with clear sequencing and alignment to available resources.

We will continue to respect Council's role in setting direction, while drawing on staff expertise to determine the most effective approaches to delivery.

To support this, the broader leadership group, including supervisors, is being engaged to identify, prioritize, and sequence initiatives across the organization. This approach is intended to ensure that we are aligned, realistic about capacity, and positioned to deliver on Council's priorities in a structured and sustainable way.

.

2025/26 Council Committees

(As Amended – March 24, 2026)

Committees of Council (MGA S. 145, 146)

Committee*	Appointee(s)	Alternate
Chief Administrative Officer Recruitment and Evaluation Committee	Mayor Boersma Councillor St. Denis Councillor Anheliger	N/A
Community Services Advisory Committee	Councillor St. Denis Councillor Himschoot	N/A
Emergency Management Committee	All members of Council Mayor as Chair	N/A
Morinville / Sturgeon County Intermunicipal Affairs Committee	All members of Council Mayor as Co-Chair	N/A
Sturgeon Regional Emergency Management Partnership	Councillor Wood	Councillor St. Denis
Alexander First Nation / Town of Morinville Joint Partnership Task Force	Councillor St. Denis Councillor Anheliger Ms. Sarah Hall, Member at Large	N/A

Legislated Committees

Committee**	Appointee(s)	Alternate
Agricultural Pests Act Appeal Committee	All members of Council Mayor as Chair	N/A
Assessment Review Board *** (2 Councillors)	Councillor Anheliger Councillor Wood	N/A
Morinville Public Library Board	Councillor Parenteau Councillor St. Denis	N/A
Policing Committee (Minimum Two-year term, must be approved in 2026/27)	Councillor Duliba	N/A
Rosieridge Waste Management Services Commission	Councillor Anheliger	Councillor Duliba
Subdivision and Development Appeal Board ***	Councillor St. Denis Councillor Wood	N/A
Weed Control Act Appeal Committee	All members of Council Mayor as Chair	N/A

* Mayor is ex officio member on Council Committees

** Terms of reference (TOR) for Legislated Committees are reviewed as necessary by Council prior to their Organizational Meeting, excluding Rosieridge Waste Management and Edmonton Metropolitan Region Board (EMRB). TOR are brought to Council for ratification as required.

*** The MGA states the following persons may not be appointed as members of a subdivision and development appeal board: an employee of the municipality, a person who carries out subdivision or development powers, duties and functions on behalf of the municipality. Members can sit on both the Assessment Review Board and Subdivision and Development Appeal Board.

2025/26 Council Committees

(As Amended – March 24, 2026)

Committees with Council Representation Requested

Committee	Appointee(s)	Alternate
Arrow Utilities Board of Directors (Prev. known as Alberta Capital Region Wastewater Commission)	Councillor Anheliger	N/A
Edmonton Global Shareholder Group	Mayor Boersma	Councillor Himschoot
Edmonton Region Waste Advisory Committee	Councillor Himschoot	N/A
Edmonton Salutes Committee (Two-year term, must be approved in 2026/27)	Councillor Wood	N/A
Homeland Housing	Councillor St. Denis	N/A
Morinville & District Chamber of Commerce	Councillor Duliba	Councillor Himschoot
Morinville Historical & Cultural Society	Councillor Parenteau	N/A
Morinville – St. Albert Constituency, Transportation & Infrastructure Committee	Mayor Boersma	N/A
Northern Lights Library System	Councillor Anheliger	Councillor Himschoot
Sturgeon Regional Partnership Committee	Mayor Boersma	Deputy Mayor
Sturgeon River Watershed Alliance	Councillor Duliba	Councillor Himschoot

Boards/Committees/Commission Reports

April 14, 2026, Committee of the Whole

Mayor S. Boersma



Alberta Municipalities – Spring Meetings Update

General Overview

Administration and Council members attended sessions at the Alberta Municipalities Spring Meetings, with key discussions focused on the future of policing in Alberta and the role of emerging technology in service delivery.

Recent Meetings

Discussions highlighted ongoing provincial conversations regarding:

The evolution of policing models, including potential changes to service delivery and funding structures

The importance of maintaining effective policing services for mid-sized and rural communities

The increasing role of technology in policing, including data-sharing, digital reporting, and tools to support enforcement and response

No formal decisions were made at this time; however, municipalities were engaged to provide input and feedback as the province continues its review.

Ongoing Projects and Initiatives

- Continued provincial review of policing models and long-term sustainability
- Exploration of technology to improve efficiency, response times, and public safety outcomes
- Ongoing advocacy by municipalities to ensure local needs and cost impacts are considered

Issues Requiring Council/Administration's Attention

- Monitoring potential changes to policing models and associated financial impacts
- Ensuring Morinville's interests are represented in future consultations
- Evaluating future implications of technology adoption, including costs and privacy considerations

ATTACHMENTS:

- N/A

Alberta Municipalities – Provincial Policy and AI Update

General Overview

At the Alberta Municipalities Spring Meetings, sessions focused on how provincial policy is evolving and how emerging technologies like artificial intelligence (AI) may begin to shape municipal services in the coming years.

Recent Meetings

Discussions centered on two key areas:

- **Provincial Policy Direction:**
The Province is exploring updates to legislation and frameworks that impact municipalities, with an emphasis on modernization, consistency, and long-term sustainability.
- **Artificial Intelligence (AI):**
Municipalities across Alberta are beginning to look at how AI could support day-to-day operations. Examples discussed included improving customer service response times, assisting with administrative tasks, and using data more effectively for planning and decision-making.

At the same time, there was strong emphasis on responsible use, including privacy, transparency, and ensuring that human oversight remains in place.

Ongoing Projects and Initiatives

- Continued provincial review of policies affecting municipalities
- Early exploration of AI tools to improve efficiency and service delivery
- Sector-wide discussions on appropriate safeguards, governance, and data protection

Issues Requiring Council/Administration's Attention

- Monitoring provincial changes that may impact local decision-making and finances
- Evaluating where technology, including AI, could support operations in a practical and responsible way
- Ensuring Morinville remains engaged as these frameworks develop to reflect community values

Government of Alberta – Provincial Growth, Infrastructure, and Fiscal Update

General Overview

At the Alberta Municipalities Spring Meetings, the Province provided an update on Alberta's rapid growth, economic outlook, and major investments in infrastructure, healthcare, and education.

Discussions focused on how this growth is impacting municipalities and the need for continued collaboration.

Recent Meetings

Key highlights included:

- **Population and Economic Growth:**
Alberta has added approximately 600,000 people in the past five years, placing pressure on housing, infrastructure, and services. At the same time, the province is leading Canada in job creation and economic growth.
- **Investments in Health and Education:**
The 2026 provincial budget includes significant funding for schools, teachers, and healthcare services, including additional nurse practitioners and diagnostic capacity to improve access to care.
- **Infrastructure and Economic Corridors:**
Major investments are being made in transportation, hospitals, and regional infrastructure. There was also discussion on the importance of corridors like Highway 28 to support economic development, industry, and regional growth.
- **Municipal Funding and Governance:**
Ongoing work is being done to improve the Local Government Fiscal Framework, with a focus on predictable funding and increased transparency. This includes potential updates to the Municipal Government Act and accountability frameworks.
- **Future Opportunities:**
The Province highlighted opportunities for municipalities to participate in economic diversification, including areas such as agri-food processing, energy, and emerging industries like AI and data centres.

Ongoing Projects and Initiatives

- Continued provincial investment in infrastructure, healthcare, and education
- Review and refinement of municipal funding frameworks
- Exploration of economic growth opportunities across regions
- Ongoing discussions around public safety, energy development, and emerging technologies

Boards/Committees/Commission Reports

April 14, 2026, Regular Meeting of Council
Councillor J. Anheliger



Arrow Utilities Board of Directors

The March 20 meeting of the Arrow Utilities Board was primarily governance and reporting-focused, with no major operational shifts or financial decisions made.

- Agenda and prior minutes (Nov 2025, Jan 2026) were approved unanimously.
- Board committees provided verbal updates (no decisions required).
- Updated Committee Terms of Reference approved to align with legislative changes.
- Administrative reports (Nov 2025–Feb 2026) were received for information.
- 2025 audited financial statements were presented at a high-level overview.
- This was not a decision item, just initial presentation.
- No emerging risks or urgent decisions.
- EY Consulting report for the organizational review will be reviewed with the board in May
- The board of directors will be having their strategic planning and financial planning sessions at the end of May

The March 20 Arrow Utilities Board meeting was largely administrative in nature, with no significant decisions impacting member municipalities at this time.

Roseridge Waste Management Services Commission

Roseridge is currently reviewing its long-term operating model and financial sustainability. No decisions have been made at this time.

- The Board reviewed financial projections and future disposal options.
- No operational decisions have been made.
- Additional analysis has been directed to better understand:
 - Long-term costs
 - Waste volume impacts
 - Sustainable operating models
- A portion of the capital budget (\$8.6M) was deferred pending this work.

The Board is evaluating:

- Continuing landfill operations (new cell development), or

- Transitioning to a transfer and haul model
- Industry pressures (regulation, capital costs, diversion) are increasing and impacting long-term sustainability.

Further Financial/Operational Analysis to occur:

- Regional discussions with municipalities scheduled.
- Roseridge will pursue a height extension to maintain capacity while analysis is completed.
- This is an early-stage strategic review, not a decision.
- Future direction may impact long-term disposal costs and regional service delivery.

Morinville & District Chamber Board Meeting Report



April 14, 2026, Regular Meeting of Council
Councillor D. Duliba

Morinville & District Chamber of Commerce

1. Chamber Manager Roberta Pawluk has been nominated for Small Chamber Executive of the Year for the Chamber of Commerce Executives of Canada
2. Chamber is launching a summer event
 - a. Hot Summer Carnival and Market – Aug 8, 2026
 - b. Taking place 104 St including Rendez-Vous building, Lions Park, ODR
 - c. Carnival rides, bouncy castles, arcade, midway games, penny carnival games, three legged race, water balloon toss etc.
 - d. Farmers' and Artisan market
 - e. Local business booths
 - f. Beer garden
 - g. Food trucks
 - h. 75 responses to public feedback request with 55 suggested ideas = strong public interest in the event
3. Chamber is proposing a new Memorandum of Collaboration with the Town of Morinville
 - a. Wants a participation agreement rather than a partnership agreement
 - b. Outlined some invoicing challenges she is trying to work out with Town Admin
4. Farmers Market will be part of Festival Days as part of the participation agreement rather than partnership agreement
5. 59 of 81 Booths booked for the Trade Show at the MLC Apr 25-26
6. Planning to book the north electronic sign in St. Albert to advertise the Trade Show
7. Roberta is looking to start a Chamber Ambassador Program with members
8. The chamber is actively recruiting board members – they would like to get up to 9 ideally
9. I brought up the Welcome Wagon idea
 - a. They did welcome wagon before COVID
 - b. Roberta advised that businesses did not want to advertise this way and that is why Welcome Wagon has not been revived

Council Tracking List - Governance (Motions - Action Driven) Related Items

Note: Does not include Procedural Motions related to the passing of bylaws, approvals, receiving reports for information, etc.
Focus on tracking motions where action is required.

Green Shading: Information Requests

Date	Item	Raised By (Councillor)	Assigned to	Comments	Due Date (For Council Meeting)	Status
24-Mar	10.1 Business Arising: Valour Park Association Request	J. Wood	PED, Finance	That Council direct Administration to develop a business case for the 2027 Budget to develop an updated site plan for the MLC lands, inclusive of a museum site as per the Valour Park request.		To be Scheduled
10-Feb	12.1 Notice of Motion - Councillor Duliba	D. Duliba	PED, CS	That Council direct Administration to prepare a high-level, preliminary viability assessment of a potential P3 concept involving a privately developed hotel and a municipally accessible aquatic facility, and to report back on key risks, constraints, and challenges associated with the concept, including any additional analysis or feasibility work that would be required to advance consideration of a municipally accessible aquatic facility and/or hotel development, regardless of delivery model.	28-Apr	Scheduled
27-Jan	12.1 Notice of Motion - Councillor Wood	J. Wood	EA; Leg. support	That Council refer the following motion to a future meeting in six months and invite Edmonton Salutes as a delegation: "That Council allocate an annual contribution of \$1500 to Edmonton Salutes for its committee initiatives."	Delegation scheduled May 26, 2026	In-Progress
13-Jan	9.2.1 Snow and Ice Policy	S. Boersma	IS	That Council direct Administration to report back to Council in Spring 2026 on the effectiveness of the revised policy, including operational outcomes, service request volumes, contractor coordination impacts, and any recommended adjustments based on the 2025–2026 winter season.		To be Scheduled

<i>Green Shading: Information Requests</i>						
Date	Item	Raised By (Councillor)	Assigned to	Comments	Due Date (For Council Meeting)	Status
25-Nov	6.1 STARS Delegation	M. St. Denis	Finance	That Council refer the STARS funding request to future discussions regarding the 2025 budget surplus and the 2026 Tax Rate Bylaw.	28-Apr-26	Scheduled with Year-End Financial Review Report
24-Jun	10.1 Business Arising - Local Athlete Commemoration at the MLC	J. Anheliger	CS, Comms	That Council direct Administration to bring forward a business case for an inclusive, criteria-based Recognition Framework to guide future commemorative initiatives across municipal facilities, reflecting the diverse excellence in our community.	14-Apr-26	Scheduled;
8-Apr	11.2 Notice of Motion - Passed	J. Anheliger	OCAO	That Council direct Administration to engage the Alexander First Nation / Town of Morinville Joint Partnership Task Force, to facilitate a joint session focused on strengthening the commitment to Treaty 6 Territory and refining a land acknowledgement that reflects shared values.		In-Progress