

TOWN OF BLACKFALDS SPECIAL COUNCIL MEETING

Tuesday, September 23, 2025, at 6:00 p.m. Civic Cultural Center – 5018 Waghorn Street

AGENDA

1. WELCOME AND CALL TO ORDER

2. LAND ACKNOWLEDGEMENT

2.1 Treaty Six Land Acknowledgement - Blackfalds Town Council acknowledges that we are on Treaty Six Territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

3. ADOPTION OF AGENDA

3.1 Special Agenda for September 23, 2025

4. BUSINESS

4.1 Request for Decision, Council Remuneration and Compensation Per Diem Application

ADJOURNMENT





Page 1 of 2

MEETING DATE: September 23, 2025

PREPARED BY: Kim Isaak, Chief Administrative Officer

PRESENTED BY: Kim Isaak, Chief Administrative Officer

SUBJECT: Council Remuneration and Compensation Per Deim Application

BACKGROUND

At the September 9, 2025, Regular Meeting of Council, the Council Remuneration Committee presented their findings and recommendations to Council. One of the recommendations was that the current Council determine what meeting and events would be covered off by honorarium or per diem.

Following the presentation Council passed a resolution to schedule a Special Meeting to develop a list of meetings and events that would be covered by honorarium or per diem. To assist and streamline the process each Council member was provided with a spreadsheet to complete with the choice of whether the particular meeting / event was eligible for per diem, honorarium or ineligible.

Administration compiled the responses. The attached list of activities outlines the majority of Council's choice regarding eligibility for each meeting / event. There were four meetings that resulted in a split vote and are highlighted on the spreadsheet for additional discussion. In addition, there were two other additions from individual members of Council that were added to the bottom of the list that will need to be discussed.

DISCUSSION

Administration is recommending that Council discuss the following meetings to further determine whether they should be covered off by honorarium or per diem.

- 1. Wolf Creek School Division Joint Use Planning Agreement Governing Committee As per the JUPA Agreement the Governing Committee is required to meet once a year.
- 2. Red Deer Catholic School Division Joint Use Planning Agreement Governing Committee As per the JUPA Agreement the Governing Committee is required to meet once a year.
- 3. CAO Meeting with Councillor these are ad-hoc and at the call of individual Council members.
- 4. External AGM Invitations (Where Council members are not appointed as a ToB representative) Examples of these types of meetings could be AGM.s of the Ag Society, Historical Society, Minor Hockey etc.
- 5. Any time Council member has to take time off work.
- 6. Member at Large interviews Annually interviews for vacant or expiring spots on Council Committees. There can be up to 12 or more interviews that need to be conducted.



TOWN OF BLACKFALDS REGULAR COUNCIL MEETING REQUEST FOR DECISION

Page 2 of 2

FINANCIAL IMPLICATIONS

The funding in the 2026 budget will be allocated appropriately to cover meeting / events that are considered per diem eligible.

ADMINISTRATIVE RECOMMENDATION

That Council consider the following:

1. That Council approve the Honorarium vs. Per diem List of Activities as amended and direct Administration to include it as a schedule to the Council Remuneration and Compensation Policy.

ALTERNATIVES

a) That Council refer this back to Administration for additional information.

ATTACHMENTS

Honorarium Vs. Per Diem List of Activities

APPROVALS

Him Isak		
Kim Isaak,	Department Director/Author	
Chief Administrative Officer		

Januaratium Va. Par Diam Liet of Activities																			
Honorarium Vs. Per Diem List of Activities Meeting Type				rarium			Per Diem								Ineligible				Notes
Regular Council Meeting	✓																		Honorarium Per diem. Red denotes per diem only if not meeting doesn't proceed a Regular or Standing
special Meeting of Council ttanding Committee of Council	2												-	-	-		-		Committee Meeting. Honorarium
organizational meeting	Z																		Honararium
council Orientation														-	-				Per diem. Per diem.
udget Presentations and Deliberations ouncil Boards, Committees and Commission:								2	2		2								Per diem.
conomic Development and Tourism Advisory Committee (2 Council Members)	2			2	2	2	0		0		0		2			0			Honorarium
amily and Community Support Services Board (2 Council Members) Ibrary Board (2 Council Members)	<u> </u>								8			8			0				Honorarium Honorarium
tember at Large Review Panel (3 Members) funicipal Planning Commission (3 Council Members and Chair and Vice-Chair)	2												2		-				Honorarium
funicipal Emergency Advisory Committee (3 Council Members)	<u> </u>								ō					ō	ŏ			П	Honorarium Honorarium
olicing Committee (2 Council Members) lecreation, Culture and Parks Board (2 Council Members)	2									-	-			-	-			-	Honorarium Honorarium
reaty Six Land Acknowledgement Review Committee (3 Council Members) xternal Boards. Committees and Commissions within Town:	✓																		Honorarium
	_	_					_	_					_						Honorarium - when adding in the ineligble as
on Ridge Schools Parent Council (1 Council Member and 1 Alternate)											-					-			would have the same effect. Honorarium - when adding in the ineligble as
t. Gregory the Great Catholic School Parent Council (1 Council Member and 1 Alternate)	✓						2												would have the same effect. Honorarium - when adding in the ineligble as
lackfalds Health Practitioners Attraction and Retention Committee (1 Council Member and 1 Alternate)	☑	◙					2	•					◙	◙					would have the same effect.
xternal Boards, Committees and Commissions outside of Town Unless Per Diem is Paid By Agency: CF/IDP Committee if held outside of Town							2	•	2	2	2	■							Per diem - if outside of Town
acombe Foundation (1 Council Member and 1 Alternate)	✓						0				•							0	Paid position uneligible Honorarium - when adding in the ineligble as i
acombe Chamber of Commerce (1 Council Member and 1 Alternate)	☑	2				0			2	2					2	2		0	would have the same effect.
Volf Creek School Division Joint Use Planning Agreement Governing Committee (2 Council Members) Led Deer Catholic School Division Joint Use Planning Agreement Governing Committee (2 Council Members)				-	-									-					Split vote Split vote
Sentral Alberta Economic Partnership (CAEP) (1 Council Member and 1 Alternate)	_	•	0	0	0	0	0	0	•	2	0	0	0	0	2	•	0	0	Honorarium - when adding in the ineligible would have same effect
																			Honorarium when adding in the ineligble as it
Parkland Regional Library Board (1 Council Member and 1 Alternate)	■	■		0			0							0				0	would have the same effect. Ineligible - when adding in the honorarim as it
																			would have the same effect. Also comment wa
North Red Deer River Water Commission (1 Council Member and 1 Alternate)	☑	0				0			■	■	0		☑			■			that member paid per diem through the commission.
																			Ineligible - when adding in the honorarim as it would have the same effect. Also comment wa
	_								_	_			_		_	_			that member paid per diem through the
North Red Deer Regional Wastewater Commission (1 Council Member and 1 Alternate)											0				2				commission. Ineligible - when adding in the honorarium as it
acombe Regional Emergency Management Partnership Plan Advisory Committee (LREMP) (1 Council Member and 1 Alternate)	✓																		would have the same effect. Ineligible - when adding in the honorarim as it
	_								_	l _			_	_	_	_			would have the same effect. One note that a p
Red Deer River Municipal Users Group (RDRMUG) (1 Council Member and 1 Alternate)	2													2					diem may be paid by the agency. Ineligible - when adding in the honorarim as it
Red Deer River Watershed Alliance (1 Council Member and 1 Alternate)	፟										l .		•						would have the same effect. One note that a p diem may be paid by the agency.
Other Dutles																			
OB Open Houses nternal ToB Training (Safety, IT, Security											2			-	-				Honorarium Per diem
External Education/Training/PD (Pre-approved) Conferences (pre-approved)									2	2	2	2							Per diem Per diem
Designated Official Public Speaking	ŏ	ŏ	ŏ	ŏ	ŏ	ŏ	ē	ē	ē	ē	ē	ē	ŏ	ŏ	ŏ	ŏ	ŏ	Ö	Per diem
CAO Performance Review Meetings	$\overline{\mathbf{z}}$																		Per diem - one note that per diem only if it is n on a meeting night
CAO Recruitment Meetings and Interviews	0	0	0		0	0	•	•			2	2	0	0	_				Per diem - one note that per diem only if it is n on a meeting night
CAO Meeting with Councillor	Ö		Ö	2	Ö	Ö	2	Ō	2	ō	Ō	Ø	Ö	ŏ	Ö	Ö	2	Ö	Split vote here
Meeting with citizens or groups		■				■													Not eligible - when factoring in honorarium or not eligible
Correspondence and Emails	2	•	0				0												Not eligble - when factoring in honorarium or n eligible
																			Not eligible - when factoring in honorarium or
Chatting with Council Events Official meetings with MLA, MP, and/or Government Ministers							2					2	-	-	-				not eligible Per diem
Parades within Town	☑	2																	Honorarium Per diem - one note that per diem only if it is n
Parades outside of Town						0	•	•	•	•	2							2	on a meeting night
Sporting Events			•				•												Not eligible - when factoring in honararium or not eligible
Solf Tournaments		0	2	0	-	0	2		0		0	0	0	0	_	<u>-</u>		9	Not eligible - when factoring in honararium or n eligible
																			Per diem Red denotes per diem depending o
Openings & Ribbon cutting							•	2			2	•							ribbon cutting. Honorarium - Red denotes per diem only if
General Public Appearances	✓				•	•			2		0				•			■	representing the Town in an official capacity.
Community Events (Canada/Remembrance)	✓																	☑	Ineligible - when factoring in honararium and ineligible
																			Split vote here. Red denotes that per diem only
External AGM Invitations (Where council members is not appointed by ToB)				0	0				0	0				0				2	representing the Town in an offical capacity.
																			Ineligible - when factoring in honararium and ineligible
Purely Social Events			2	0	0	0					0	•	0	2	2				Ineligible - when factoring in honararium and ineligible
		1 1 1	_									_		_					80000
olitical Party Events of any type					$\overline{}$			1	1	1	1	1	1						1
utilical Party Events of any type ther (Please Add) fember at Large Intensives	0	0		0		0													Need to discuss
Tollical Party Events of any type Other (Please Add) Hember at Large Interviews	0																		Need to discuss Need to discuss
utilical Party Events of any type ther (Please Add) fember at Large Intensives												0				0			
Tollical Party Events of any type Other (Please Add) Hember at Large Interviews						8								0	-				
utilical Party Events of any type ther (Please Add) fember at Large Intensives																			
olitical Party Events of any type ther (Please Add) there at Large Interviews																			
utilical Party Events of any type ther (Please Add) fember at Large Intensives																			
Oblitical Plany Events of any type Ther (Plany Events of any type Ther (Plany Events of any type There																			
Toolliscal Party Events of any type Other (Please Add) Hember at Large Interviews																			