

**MUNICIPAL DISTRICT OF BIGHORN #8
MUNICIPAL EXCELLENCE COMMITTEE MEETING**

7 November 11, 9:00 a.m.
M.D. Offices, Exshaw

IN ATTENDANCE:

Paul Ryan,	Committee Member – Chair
Reid Thomas	Committee Member – Councillor
Martin Buckley	Administration – Chief Administrative Officer
Natalie Germann	Administration - Executive Assistant
Emily Smith	Administration – Community Services Coordinator

1. CALL TO ORDER

The meeting was called to order at 9:00 a.m.

2. ADOPTION OF AGENDA

The agenda was adopted as circulated.

3. MINUTES

The minutes of the 29 September 11 Municipal Excellence Committee were adopted as amended:

Identify Paul Ryan as the meeting Chairperson.

4. BUSINESS ARISING FROM THE MINUTES

(a) The Community Services Coordinator joined the meeting to discuss dignitary and special events gifting and the use of MD branded items. She said she'd asked a number of municipalities about their policies for such items and that only one, the Town of Banff, had a policy outlining what types/levels of gifts were given and to whom. She said she could revise the policy to suit the MD's needs and have it ready for the December meeting.

(b) The Committee discussed Policy G-11, Municipal Events and suggested the following changes:

The annual December Employee Recognition Luncheon be added to the Policy.

Under Policy in paragraph 1, line 1, change 'Like other Municipalities and corporations...' to, "Like other Municipalities and private corporations..."

Under Volunteer Gala change "...recipients who achieve excellence..." to "...recipients who have achieved excellence..."

The Committee also discussed moving the Industry Dinner date to follow the general municipal elections.

The Committee suggested that Council not be included as guests to the MD Christmas party, but be invited to attend if staff wished to ask them.

(c) The Committee agreed to recommend Draft Policy 12, Staff Fund to Council.

5. NEW BUSINESS

(a) The AAMD&C/AUMA Salary and Compensation report was discussed in camera.

(b) A ratepayer's suggestion to change the word "Complaint" to "Statement" when dealing with bylaw enforcement issues was briefly discussed. It was agreed that the MD's policy clearly states that bylaw enforcement is "compliant" driven and no such change would be made.

(c) Administration requested The Committee provide some clarification to Policy H-8, Employee and Volunteer Recognition, specifically of the 20 years of service gift, a week-end excursion. It was agreed a maximum of \$1000 dollars could be spent on the gift, the details of which the Executive Assistant would investigate.

6. INFORMATION

There were no items under Information.

7. INCAMERA

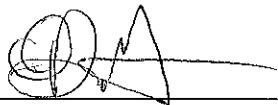
The Committee went in camera at 9:20 a.m.
The Committee came out of camera at 10:40 a.m.

8. NEXT MEETING DATE

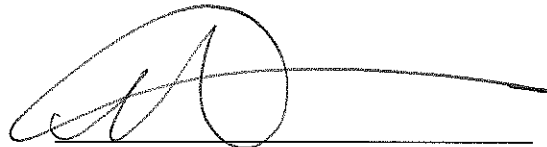
The next meeting date will be **December 7th, 2011.**

9. ADJOURNMENT

The meeting adjourned at 11:25 a.m.



CHAIRPERSON



SECRETARY