

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

29 September 11, 8:00 a.m.  
M.D. Offices, Exshaw

**IN ATTENDANCE:**

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

**1. CALL TO ORDER**

The meeting was called to order at 8:20 a.m.

**2. ADOPTION OF AGENDA**

The agenda was adopted with the following amendment:

-change the meeting time to 8:00 a.m.

**3. MINUTES**

The minutes of the 30 August 11 Municipal Excellence Committee were adopted as circulated.

**4. BUSINESS ARISING FROM THE MINUTES**

(a) The Committee discussed the Staff Fund, and the options noted. It was indicated there was a fifth option: Council to provide funding equivalent to the annual WCB rebates to the Staff Fund.

The issue was discussed at length.

It was indicated Administration should draft a policy regarding Special Events, to include the annual Christmas Party, and a second policy regarding the Staff Fund (that the Employment Insurance rebates will go directly to the Staff Fund), and bring both back to the MEC for review. The rationale for the Special Events policy should indicate that the annual budgets would be based on the costs of the previous years/occasion's event.

(b) The Community Services Coordinator joined the meeting to discuss dignitary and special events gifting. The issue was discussed at length.

The Community Services Coordinator will look for samples/ideas for the MEC.

- (c) The draft revised Policy H-8, Employee and Volunteer Recognition, was discussed: the changes recognized excellence, specified awarding dates, and increased the dollar figure for the value of gifts.

The draft revised Policy was approved, and can be recommended to Council for adoption.

**5. NEW BUSINESS**

- (a) The AAMD&C/AUMA customized report list was discussed and accepted as information. The issue of employee benefits was discussed as well: it was noted that a review of the current situation should be done, by the M.D.'s benefits broker, either this year or next year.

**6. INFORMATION**

There were no items under Information.

**7. INCAMERA**

There were no incamera items on the agenda.

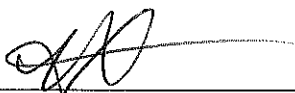
**8. NEXT MEETING DATE**

The next meeting date will be at the call of the Chair, upon receipt of the 2011 AAMD&C/AUMA salary information.

**9. ADJOURNMENT**

The meeting adjourned at 9:55 a.m.

  
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CHAIRPERSON

  
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SECRETARY