

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

7 December 2011, 9:00 a.m.
M.D. Offices, Exshaw

IN ATTENDANCE:

| | |
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| Paul Ryan, | Committee Member – Chair |
| Reid Thomas | Committee Member – Councillor |
| Martin Buckley | Administration – Chief Administrative Officer |
| Natalie Germann | Administration - Executive Assistant |

1. CALL TO ORDER

The meeting was called to order at 9:05 a.m.

2. ADOPTION OF AGENDA

Moved by R. Thomas that the agenda be adopted as circulated.

Carried

3. MINUTES

Moved by R. Thomas the minutes of the 7 November 11 Municipal Excellence Committee be adopted as circulated.

Carried

4. BUSINESS ARISING FROM THE MINUTES

(a) The Committee reviewed amended Policy H-8 and discussed the maximum dollar amounts that would accompany employee service awards. Rather than continually bring the entire policy back each time a revision would be needed, the committee agreed that the gifts and maximum dollar amounts should be listed on a schedule instead. The schedule could then be amended in future. M. Buckley said a schedule could be drafted for the next meeting.

(b) The Committee discussed Policy G-11, Municipal Events and suggested the Industry Dinner date should be moved to the spring, following the general municipal elections. The change would give new Councillors time to become better acquainted with their new roles and allow industry leaders to meet the Council.

Moved by R. Thomas that Policy G-11 be recommended for approval by Council, as amended.

Carried

- (c) The Committee tabled further discussion on Policy G-8, Staff Fund Policy until it could be established if any portion of the Employment Insurance rebate currently being deposited into the staff fund is part the employer's contribution.

5. NEW BUSINESS

- (a) The Salary and Compensation Survey was discussed. P. Ryan suggested collaborating with surrounding Towns. That way, the document would be valley-wide and would also be more economical. M. Buckley said he would approach the other towns and the Commission to investigate the possibilities.

R. Thomas compiled a list of possible parameters for the survey which are attached to these minutes as Schedule "A" and encouraged a thorough review.

6. INFORMATION

There were no items under Information.

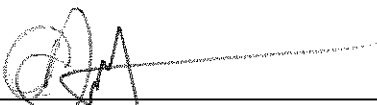
7. INCAMERA

8. NEXT MEETING DATE

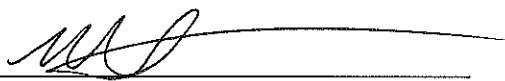
The next meeting date will be **January 23, 2012, at 9:00 a.m.**

9. ADJOURNMENT

The meeting adjourned at 10:15 a.m.



CHAIRPERSON



SECRETARY