

Municipal Excellence Committee Meeting

Monday, May 16, 2022, 9:00 a.m.
Council

DRAFT AGENDA

File: 0105-05-01

Page No.'s

1. **CALL TO ORDER**
2. **ADOPTION OF AGENDA**
3. **MINUTES**
Pg. 1 a) March 21, 2022, Municipal Excellence Committee Meeting Minutes
4. **BUSINESS ARISING FROM THE MINUTES**
a)
5. **BUSINESS**
Pg. a) Rick Lyster Retirement (Verbal)
b) Policy H-13 Municipal Recognition and Events (Verbal)
6. **INFORMATION**
a)
7. **CLOSED MEETING**
Pg. a)
8. **NEXT MEETING DATE**
9. **ADJOURNMENT**

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

March 21, 2022, 9:00 a.m.
Virtual Meeting via TEAMS

IN ATTENDANCE:

Lisa Rosvold	Reeve
Rick Tuza	Councillor - Chair
Robert Ellis	C.A.O.
Leslie Rea	Executive Assistant
Shaina Tutt	Director of Finance
Lynda Gale	Recording Secretary
Lana Hill	Facilitator

1. CALL TO ORDER

R. Tuza called the meeting to order at 9:01 a.m.

2. ADOPTION OF AGENDA

Moved by L. Rosvold that the agenda for the March 21, 2022, Municipal Excellence Committee be adopted with the following additions:

- 4. Business Arising a) Municipal Recognition and Events
- 5. Business b) Customer Satisfaction Survey
- 5. Business c) Ward Boundary Review.

CARRIED

3. MINUTES

- a) **Moved** by L. Rosvold that minutes from the January 17, 2022, Municipal Excellence Committee meeting be adopted as presented.

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

- a) L. Rosvold said she would like to expand the Municipal Recognition and Events policy. The C.A.O. said there was nothing prepared for today but told the Committee there is a new Community Services Coordinator who can investigate the request. The C.A.O. said administration will bring information to the next meeting. L. Rosvold said she would like the item to appear in Business Arising at each MEC meeting to discuss the progress.

5. NEW BUSINESS

- a) **Moved** by L. Rosvold that the Municipal Excellence Committee recommend that Council approve the Terms of Reference for the 2022 Salary Review.

CARRIED

- b) L. Rosvold said she would like to discuss a Customer Satisfaction Survey for 2023. R. Tuza noted that it would be beneficial to have the information from the last survey and to determine whether the goals were met. The C.A.O. said it could be discussed at Council's strategic planning session and brought back to MEC, where a motion could be made to Council to add the Survey to the 2023 budget. L. Rosvold said she would like this item on the next agenda as part of Business Arising from the Minutes.
- c) L. Rosvold asked about the Ward Boundaries Review. The C.A.O. said it is a Capital Budget item for 2022 and said Administration would need a project framework to prepare a Request for Proposal. He suggested the Ward Boundaries Review should be discussed at strategic planning and then forwarded to council.

6. INFORMATION

There were no items to discuss.

7. CLOSED MEETING

MEC went into Closed Session to discuss

- Item 7.a) Resignation of Volunteer Board Member, as per FOIP Section 17

Moved by L. Rosvold that MEC go into Closed Session at 9:37 a.m.

Moved by L. Rosvold that the MEC return to the public session at 11:07 a.m.

8. NEXT MEETING DATE

The next scheduled meeting is Monday, **April 19, 2022**, at 9:00 a.m.

9. ADJOURNMENT

Moved by L. Rosvold that the meeting be adjourned at 11:09 a.m.

CARRIED

CHAIRPERSON

SECRETARY