

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

February 20, 2018 8:58 a.m.
M.D. Offices, Exshaw

IN ATTENDANCE:

Paul Ryan	Committee Member – Chair
Lisa Rosvold	Committee Member
Martin Buckley	CAO
Leslie Rea	Recording Secretary

1. CALL TO ORDER

The meeting was called to order at 8:58 a.m.

2. ADOPTION OF AGENDA

Moved by L.Rosvold that the Agenda for the February 20, 2018 Municipal Excellence Committee be adopted.

CARRIED

3. MINUTES

- a) Moved by L.Rosvold that the Minutes from the January 22, 2018 Municipal Excellence Committee meeting be adopted as circulated

CARRIED

4. BUSINESS ARISING FROM THE MINUTES

- a) Administration advised the Committee that the draft Municipal Recognition and Events policy was discussed at the Emergency Services Committee meeting that took place February 14, 2018. The EMS Committee recommended that the word 'recognition' be changed to 'appreciation' where appropriate in the document and that Schedule "A" to the policy apply only to employees.

The Municipal Excellence Committee discussed and agreed with the recommended changes from the EMS Committee and also recommended that the draft policy further state in the events section of the draft policy to read:

'On-Call Firefighter Annual Appreciation Event: The MD will provide an annual firefighters' appreciation event with invitations extended to Council, CAO and the EMS Committee, and further contribute towards annual on-call firefighters' functions such as a Christmas party, awards night, etc. The MD's contributions shall be at the rate of 100% of the awards evenings' costs, and 75% of the total of all other functions' costs, to a combined maximum of \$5000 per year'

The Municipal Excellence Committee discussed the addition of Schedule "B" 'On-call Firefighter Service Appreciation Awards' consisting of Bighorn Emergency Services' years of service pins to be handed out at the 5,10,15,20,25,30-year milestones. A gift of appreciation to all on-call firefighters will be given out at the annual appreciation event.

The Committee requested Administration to gather a firefighter roll for each of the fire departments including names, contact information and start date(s) from the Fire Chiefs. Administration was also requested to begin finding out estimated costs (Venue, catering, etc.) for a 2018 event.

- b) The Committee requested that Administration ensure a letter would be provided to all staff in the next pay period explaining the conclusion of the Lim HR Consultants Salary Review and the subsequent adjustments made to staff compensation (some staff receiving market-based salary adjustments ranging from 6% - 23%; some staff receiving only cost-of-living and/or merit increases).

5. NEW BUSINESS

6. INFORMATION

7. IN CAMERA

Moved by L.Rosvold that the Municipal Excellence Committee go in-camera at 10:40 a.m.

CARRIED

Moved by L.Rosvold that the Municipal Excellence Committee come out of camera at 11:11 a.m.

CARRIED

8. NEXT MEETING DATE

The next meeting scheduled meeting is Monday, **March 26, 2018 at 9:00 am.**

9. ADJOURNMENT

The meeting adjourned at 11:21 a.m.



CHAIRPERSON



SECRETARY