



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-197

☒ **Staff**
☐ **Committee**

Subject: Christmas

Agenda Date: November 28, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-197;

INFORMATION

As reported previously, Staff have organized a Staff Function as part team building and part Christmas function. This will be the first time that we have, as a Staff, have such an event since I have arrived and it is being funded by Staff.

Last year, Council directed (Resolution 19-46) "THAT Council of the Municipality of Temagami, in the Spirit of the Season, give to all fulltime employees a \$50.00 Christmas bonus cheque, a small gift (James Faubert Art Print), a Christmas card, and in addition to the time where the office is closed in accordance to our Human Resources Policy, a further half day be taken either on Christmas Eve or New Year's Eve; AND FURTHER THAT all part-time employees, volunteers and Board members be given a small gift."

We have been asked to have a spot on the agenda for Council to discuss Christmas plans for this year.

Staff would like to recommend that an 'appetizer pot luck' be held on the Friday before Christmas starting at 2:30 and that the office be closed to the Public between Christmas and New Year's Day. For the office closure, Staff would use vacation time should they want to be off work. For 2019, this would equate to 2.5 days and would reduce the need to have a base complement of Staff present during this important family time of the year. The Clerk inquired with other municipalities about office hours during Holidays. Most of them are closed between Xmas and New Year and some do not open until January 6th. The Council grants them the time off.

Our Human Resources Policy, other than the half day granted for Christmas Eve and New Year's Eve is silent as it relates to any Christmas function or bonus.

Based on the discussion, it would be appropriate to amend the resolution associated with this report. This can be done at the meeting.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator