



Corporation of the Municipality of Temagami

Memo No.
2017-M-113

Memorandum to Council

Staff
 Committee

Subject: Employee Recognition

Agenda Date: December 15, 2017

Attachments:

RECOMMENDATION

That Council receive Memo 2017-M-113 regarding Employee Recognition for information.

INFORMATION

Council budgets each year for “Staff Recognition” for things such as the student’s barbecue at the end of the summer, Christmas bonuses and the annual Christmas Party. Generally, each year a memo has been sent to Council in October or early November to get authorization for the Christmas Party in early December. Due to unusual circumstances this year, there was no request submitted to Council and consequently no Christmas Party was authorized or planned.

Additionally, in recent years, Christmas bonuses have been given to full-time staff in lieu of a turkey and boxes of chocolates to part-time staff. Whenever a grocery store was open in town at this time of year, the bonuses were given in the form of a \$35.00 gift voucher for the grocery store, but when there has not been, it has been given in the form of a cheque.

Furthermore, it has been recently brought to my attention by several staff that our Employment Policy Manual has a section on Length of Service Awards (see attached), but this has not been done on a regular basis. A few years ago, small pins were given to employees who had reached 10 or subsequent 5 year intervals, but apparently nothing else has been done in this regard. Currently the following have ten or more years of continuous service with the Municipality: three Public Works employees (one of whom is going to reach 30 years in January 2018); two office employees; and six ambulance employees (two full-time and 4 part-time or casual). Two more Public Works employees will be reaching 10 years in 2018.

At the present time, \$113.40 of the \$3,300 budgeted for staff recognition in 2017 has been spent. The traditional Christmas bonuses usually amount to between \$600 and \$700. Council may wish to give direction regarding the balance.

Prepared by:

Elaine Gunnell, Municipal Clerk