

DATE: December 23, 1993  
TO: City Administrator  
FROM: Commissioner of Human Resources  
RE: **ANNUAL RETIREES BANQUET**

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**AIM:**

To recommend that Council approve a revised policy regarding corporate gifts to retirees.

**BACKGROUND:**

The policy of providing a corporate gift and a banquet for retirees was adopted by City Council on March 4, 1957. The first banquet was held in April, 1957, and recognized those employees who retired between January 1, 1955 and December 31, 1956. The proposed banquet in February, 1994, will be the 38<sup>th</sup> such banquet celebrating City of Windsor Retirees.

**COMMENTS:**

The Human Resources Department conducted a survey several years ago and at that point in time eight of nine municipalities contacted provided a corporate gift after 25 years of service. A follow-up survey was conducted in December, 1993, and the results were basically the same as the previous survey.

In 1993 Council approved the Early Retirement Incentive Program as well as entering into a Type 7 Agreement with O.M.E.R.S. to provide an 80 Factor Retirement Plan for City of Windsor employees, excluding Police and Fire. Approximately 60 employees took advantage of the Type 7 Early Retirement Plan. Approximately 33 of these individuals had between 25 and 30 years of service.

Under the corporate gift schedule, employees with 30 years of service or more have a choice of a watch, a clock or a monetary gift on retirement. The vast majority of employees with 30 or more years of employment chose a mantel clock over the watch or cash. Retirees consistently report back to the Corporation that the receiving of a mantel clock as recognition for their years of service is truly a significant event in their lives. One of the major concerns of employees between 25 and 30 years of service is that they were so close to achieving the 30 year mark but as a result of the Early Retirement Incentive Plan, they were not able to achieve the minimum number of years required to receive the very tangible recognition of long service, namely a mantel clock or a wrist watch. It is on the basis of our previous surveys along with the fact that the Early Retirement Program has significantly impacted on the Corporation that the Human

Resources Department is recommending that the number of years to qualify for a mantel clock or a wrist watch be reduced from 30 to 25, effective calendar year 1993.

<u>Completed Service</u>	<u>Corporate Gifts</u>
10 – 14 years	\$100.00
15 – 19 years	\$150.00
20 – 24 years	\$200.00
25 – 29 years	\$250.00
30+ years	\$300.00

To be effective January 1, 1994, for any employee who retired in 1993 and years following:

Any employee who retires on a pension with a minimum of 25 years of service in the Corporation of the City of Windsor will have the option of selecting either an engraved mantel clock or an engraved ladies/men’s wrist watch or cash recognition commensurate with the above.

**RECOMMENDATION:**

That Council Resolution #1724/87 be rescinded and further, that approval be given to the adoption of the following policy for corporate gifts for retirees:

Effective calendar year 1993, any employee who retires on a pension with a minimum of 25 years of service in the Corporation of the City of Windsor will have the option of selecting either an engraved mantel clock or an engraved ladies/men’s wrist watch. Effective calendar year 1994, that **APPROVAL BE GIVEN** to the adoption of the following policy for corporate gifts to retirees effective January 1, 1994:

<u>Completed Service</u>	<u>Corporate Gifts</u>
10 – 14 years	\$100.00
15 – 19 years	\$150.00
20 – 24 years	\$200.00
25 – 29 years	\$250.00
30+ years	\$300.00

Any employee who retired on a pension with a minimum of 25 years of service in the Corporation of the City of Windsor will have the option of selecting either an engraved chime mantel clock or engraved ladies/men’s wrist watch or cash recognition commensurate with the above.

And further, Council Resolution #1724/87 effective January 1, 1988, **BE RESCINDED**.