

Date: August 11, 2021

To: Mayor and Members of General Committee

From: Shari Lichterman, CPA, CMA, Commissioner of
Corporate Services and Chief Financial Officer

Originator's files:

Meeting date:
September 8, 2021

Subject

Update to the Expression of Sympathy Policy

Recommendation

That the changes outlined in the report entitled "Update to the Expression of Sympathy Policy" from the Commissioner of Corporate Services, dated August 11, 2021 be approved.

Background

The Expression of Sympathy policy identifies the City protocol for expressions of sympathy and establishes procedures to ensure that expressions of sympathy are made appropriately. Expressions of sympathy are extended on behalf of the Mayor, Members of Council and City of Mississauga staff in recognition of the passing of City of Mississauga full time and retired full time employees or their immediate families; elected officials or their immediate families; former elected officials; and prominent public figures.

Comments

The Expressions of Sympathy policy outlines how and when expressions of sympathy are extended on behalf of the Mayor, Members of Council and City of Mississauga staff. The current policy addressed expressions of sympathy related to the passing of City of Mississauga full time and retired full time employees or their immediate families; elected officials or their immediate families; former elected officials; and prominent public figures.

Revisions to the policy are proposed to include part time employees and sitting members of Committees of Council.

In recognition of the contributions made by part-time employees the policy is proposed to be revised by recognizing the passing of the employee with a Council resolution, and flowers or a

charitable donation. This change to include part-time employees speaks to the City's commitment to treat all employees equally wherever it is possible to do so.

An additional revision is proposed to the policy to include a sitting member of a Committee of Council by recognizing the passing of a sitting committee member with a "Resolution of Sympathy", to be included on a Council agenda, and read and passed in Council. This change acknowledges the voluntary contribution to the City made by sitting Committee of Council members.

Financial Impact

The financial impact is minimal, as costs are covered by general accounts per division.

Conclusion

Staff have updated the Expression of Sympathy Policy to recognize the contributions made by retired employees, part-time employees and sitting members of a Committee of Council.

Attachments

Appendix 1: Revised Expression of Sympathy policy

Appendix 2: Comparison and Rationale Chart



Shari Lichterman, CPA, CMA, Commissioner of Corporate Services and Chief Financial Officer

Prepared by: Diana Rusnov, Director of Legislative Services and City Clerk