

Type of Decision									
Meeting Date	Friday, February 17, 2017				Report Date	Monday, February 13, 2017			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed

Summer Experience Program - Report #17/02/17/1206

Subject: Council approval for Application to the Summer Experience Program

RECOMMENDATION:

That Council approve the following resolution authorizing application to the provincial summer student program.

Resolution #1 – Ontario Summer Experience Program

WHEREAS Council sees the value in providing summer employment for local students;

WHEREAS the Summer Experience Program allows for summer employment for Ontario students in the area of Culture which includes local libraries with 100% of employment costs covered;

AND WHEREAS it is anticipated that with HCMHomecoming2017 there will be a backlog of materials to be archived, catalogued and stored;

AND WHEREAS the Library Board has been contacted to determine its interest and participation in collaboration in this project;

AND WHEREAS it is proposed that a student is hired to work under supervision of municipal staff with library personnel providing specific training;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby authorize the Clerk, Melinda Reith to apply for funding for a summer student position, whose purpose it will be to archive materials through the Library Board History Project and if time allows to assist in archiving municipal documents;

AND FURTHER THAT the wage for this position is increased to \$12.00/hr and the term from 6 to 8 weeks at a cost the municipality of \$1,202.52;

Resolution #2 – Canada Summer Jobs Program

WHEREAS an opportunity to apply for funding under the federal Canada Summer Jobs program arose with an early January deadline, during office closure;

AND WHEREAS Council has in the past expressed its interest in taking steps to provide employment for area youth and considering past practise the Clerk submitted an application for funding by the deadline, which may be withdrawn if Council so wishes;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby approve, retroactively, the application for funding under the Canada Summer Jobs program for the employment of a summer student for the Municipality for the 2017 summer period as per the guidelines of the program with an estimated cost, if successful of \$1,985 to be borne by the municipality.

BACKGROUND/EXECUTIVE SUMMARY:

With the extra tasks Homecoming will require, and the potential to have a summer student hired to assist specifically in municipal operations under the federal Canada Summer Jobs (CSJ) program, along with the restrictions of funding guidelines, it was thought that an application for a position under the Ontario Summer Employment Program (SEP) would be the best if they could assist with archiving materials for the History Project. If successful, work completed under both programs will benefit both the municipality and the library board, each of which serves the public.

Municipal staff would complete the application and provide initial general workplace and health and safety training along with (hopefully) a student to be hired under the federal program.

The library board staff and members will provide specific archival training to the student hired under the SEP.

The student hired under the CSJ program will work for the municipality under the Canada 150 and recreation focus.

Financial Considerations/Budget Impact:

The federal program (application submitted January 12, 2017) required at least 50% municipal contribution. With the minimum wage raised from \$11.40 to \$12.00 plus payroll costs, the municipal contribution required is \$1,984.50. This application may be withdrawn if Council does not wish to proceed. Time was of the essence.

The provincial program funds the employee 100% for 30 days, 7.25 hrs/day @ \$11.40/hr. Council can decide to increase the wage to \$12/hour, similar to what was paid in 2016. This would be an additional cost of approximately \$157 for the 30 days. Council could also deem it appropriate to extend the position to 8 weeks instead of six. This would result in an extra cost of \$1,045.52.

Should we be successful in obtaining both grants – total employment costs for Council for 9 weeks for the CSJ program and 8 weeks for the SEP position would be \$3,187.02 for two students.

Others Consulted:

Mel Theil, Librarian and Library Board members.

Approved and Recommended by the Clerk

Melinda Reith, Municipal Clerk

Melinda Reith