

LEGISLATIVE ASSEMBLY OF THE
NORTHWEST TERRITORIES
7TH COUNCIL, 46TH SESSION

TABLED DOCUMENT NO. 8-46

DOCUMENT NOT TABLED

January 22, 1972

Hay River, N.W.T.

Enclosed please find copies of the documents that supported Work Arctic's submission to Ottawa when the Local Initiatives Program was first announced.

You have today toured part of the area now under the saws of Work Arctic crews and seen the results of those taking part. You have also met the Board of Directors who have given so freely of their time and energy to make this program a reality, as well as the crews and back up staff who now form Work Arctic as we know it today.

There are many others you have not met, business men and towns people who gave their moral backing to us. Some were doubtful, and as a result, had to be shown positive proof, the benefits that could and would result not only immediately but in the future, if those taking part worked together.

Work Arctic can and will have a place to fill in the employment of the local workforce, not only in Hay River but through out the Territories. The scope can and will be broadened to cover many other areas not now thought possible.

We have reached the time and place you see today, not without problems and errors. Each problem as it presents itself is worked out, errors were corrected and knowledge was gained from the original mistake, resulting in an improvement of the entire concept of Work Arctic. We hope we will not make too many more mistakes but when one is attempting something new, one must feel his way. When it involves the undertaking of this program one must also be prepared for setbacks. These will be overcome and corrected as we proceed.

Full credit must be given to the two driving forces behind the success to date of Work Arctic namely Mayor Don Stewart and Mr. Rudy Steiner. Without their foresight and energy we would not be where we are today.

Please feel free to ask any questions you feel have a bearing on future and present operations and we will be only too glad to assist in any way we can.

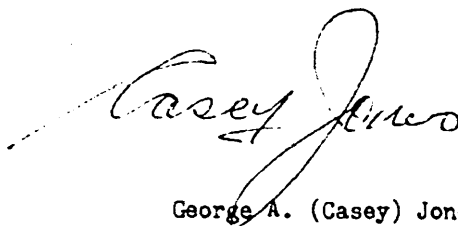
It could well be, when you return to your home settlements, other thoughts will come to mind. Drop us a line to

Work Arctic,

Box 1750

Hay River, N.W.T.

Thank you, Mr. Commissioner and Council Members for coming. We hope you have gained as we have, from Work Arctic. With your help we can go on in this and other areas to full employment for the people living North of 60.



George A. (Casey) Jones

Controller

Work Arctic

Opposed? Seven.

The motion is lost.

Now, you understand that this does not mean that anybody does not have the right to travel anywhere and discuss what he wants.

MR. WILLIAMSON: On a point of order I know it won't be easy, but I think we should all now work very hard to try and think of something nice to say about Mr. Searle.

DR. BARBER: That would be very difficult, Mr. Commissioner.

THE COMMISSIONER: Motion No. 19, Mr. Stewart.

Formal Motion No. 19: Establishment of a Pilot Manpower Project at Hay River

MR. STEWART: Mr. Commissioner:

WHEREAS Hay River, N.W.T., has a labour force that is not being employed, and

WHEREAS Hay River has a labour market that can provide employment for the larger part of the local labour force, and

WHEREAS the Manpower Office of the Federal Government at Hay River has not been successful in melding the labour force to the labour market,

THEREFORE I move that the Commissioner make funds available to establish a pilot manpower project at Hay River. Such a project would utilize the service of the local Metis or Indian organizer who would, through contact with both the labour force and the labour market, undertake to provide the required quantity of labour for given projects. Such a pilot project should provide sufficient funds for a vehicle to transport the force from home to job and return.

THE COMMISSIONER: Moved by Mr. Stewart, seconded by Dr. Barber, "That the Commissioner make funds available to establish a pilot manpower project at Hay River. Such a project would utilize the services of a local Metis or Indian organizer who would, through contact with both the labour force and the labour market, undertake to provide the required quantity of labour for given projects. Such a pilot project should provide sufficient funds for a vehicle to transport the force from home to job and return."

The motion is moved by Mr. Stewart and seconded by Dr. Barber. I will accept this with the understanding that you are giving us this as advice and that we look into this. I have no idea as to the mechanics involved in it. With that understanding, I would certainly be prepared to accept the motion. Proceed, Mr. Stewart.

Businessmen Attack Unemployment!

HAY RIVER. -- Business leaders here are working on a program which they believe may provide a practical solution to some of the basic problems associated with employing Northern residents.

Their objective is to increase employment of local people, but to do so because it is good business and not because they are forced to by unrealistic and discriminatory legislation.

There are enough jobs available here to keep the entire population at work and most of them do not require special skills, businessman-mayor Don Stewart says. Despite this, many local people are unemployed while workers are brought in from the South.

Our people tend to be here today and gone tomorrow, he says, which is forcing employers to look elsewhere, even though it would be better business to employ locally.

Rather than try to change the work habits of the local people, the business community is attempting to develop a scheme which will make it practical to employ this type of labour force.

We won't be able to deliver the same man every day, he said, but we've got to do something to get local people working and we have to recognize their work habits.

In the past, one of the problems with people who worked for only a few days and then quit for a while has been the amount of paperwork and documentation the employer was required to do.

The efficient solution is to have Work-Arctic do the documentation for each employee, pay him for the days he works and bill the employer once a month, Mr. Stewart said. This way there will be no pressure on a man to work regularly and no hardship on the employer if he doesn't.

Mr. Stewart recalled that a somewhat similar scheme had been tried in Hay River a few years ago when a large fire break was being cleared. It worked well then, he said, and with the pressure off, the men worked more steadily than under the normal system.

When one man turned up with a paycheque of \$150 for the week

and another who took more time off had only \$25, the matter soon cured itself, he said, noting that all the men around the table were married.

Something new

Businessmen in attendance agreed it was worthwhile to try something new and see how it would work out. The suggestion was put forward that the operation could be financed by deducting a nickel an hour from each employee and a comparable amount from the employer.

Mr. Stewart said that he thought it would be possible to secure \$10,000 from territorial funds to be used solely for working capital so that payrolls could be met weekly while employers were billed monthly.

We should start now, he said, because we have a winter works project coming up which will give us time to work out our problems before the demand from industry becomes too great. That way, by next summer we should be organized and efficient.

Work-Arctic

Last Friday afternoon about a dozen local businessmen and the resident welfare officer attended a meeting called by Mayor Don Stewart to discuss setting up an organization to be called Work-Arctic. Its concept is a labour pool from which employers would each day draw the number of workers they require.

We have a local labour force of about 100 people from which we should be able to maintain at least 40 jobs on a permanent basis, Mr. Stewart said. If a man wants to take time off after a few days it won't matter, because there will be another one ready to take his place.

All the board of directors is to be elected at the next meeting and some basic ground rules will have to be put on paper. It is intended to have both employee and employer representatives on the board.

Consensus of the meeting was, "we'd try every other way conceivable but not this one".

Reference was made to a somewhat similar system which worked in Tuk-Mah. Main concern expressed was the perennial problem of getting workers in the winter months.

VOLUME FIVE, NUMBER 27

HAY RIVER

SPECIAL UNIT ESTABLISHED FOR NORTHERN EMPLOYMENT

Establishment of a special unit concerned with the employment of northerners has been announced by Commissioner Stuart Hodgson.

The unit, under the direction of Sid Hancock, will develop and implement programs intended to increase the employment level of northern residents in both government and private enterprise.

Mr. Hancock, who is Director of Local Government, has also been named chairman of the Territorial Government's inter-departmental committee on employment of northerners.

WILL MEET EMPLOYERS

Mr. Hodgson said the special unit will consist of four men who will form a new division within the Department of Local Government. The division will draw support from existing government field staff, and its officers will be expected to travel extensively to ensure proper contact with employers and community organizations.

GOVERNMENT CONCERNED

The Commissioner said the N.W.T. Government has long been concerned over finding means to increase the level of employ-

ment for northerners and that creation of the division is in line with the wishes of the Territorial Council.

He said a more positive program of action must be developed.

PIPELINES

The new division will work closely with the government's inter-departmental committee on pipelines. In order to be successful, it must involve community organizations and councils.

E.M.R. Cotterill, the director of the secretariat, said the thrust must be to ensure that government is living up to its own employment policies. Then, private enterprise must be approached to see how local labour forces might possibly fit into their operations.

COULD GET LIST

Contractors or exploration companies could approach the councils and be provided with a list of those people in the area who are available for employment.

APPENDIX NO. 1

Local Initiatives Program Application

Submitted by

W O R K A R C T I C

Hay River, N.W.T.

The following persons were appointed as Directors of Work Arctic as a result of a meeting held in the Town of Hay River, N.W.T. on November 5th, 1971:-

Mr. A. Knull	Operations Manager	N. T. C. L.
Mr. D. Geddes	Superintendent	C. N. T.
Mr. T. Duce	Manager	Royal Bank of Canada
Mr. S. Brooks	Manager	Northland Utilities
Mr. R. Steiner	Managing Director	Cross Arctic Transport
Mr. T. McCollum	Minister	Anglican Church of Canada
Mr. J. Busby	Area Supervisor	Gov't of the N.W.T.
Mr. G. Helmer	Zone Manager	Freshwater Fish Marketing Board
Mrs. Mae Wright	Owner	Wright Agencies
Mr. D. M. Stewart	Mayor	Town of Hay River, N.W.T.
Mr. E. Fabian	Representative	Hay River Indian Band
Mr. J. McKay	Representative	Hay River Indian Band
Mr. D. Sonfrere	Chief	Hay River Indian Band

3 additional persons to be selected by work force.

WORK ARCTIC - ORGANIZATIONAL STAFF

EXECUTIVE COMMITTEE

Don Stewart Chairman
Rudy Steiner Vice Chairman
T. McCOLLUM Secretary

CONTROLLER

Casey Jones

OFFICE MANAGER

Bonita Bellamy

AUDITOR

Fraser Matthews & Co.
Hay River

BANK

Royal Bank of Canada
Hay River

Local Initiatives Program Application

Submitted by

WORK ARCTIC

Hay River, NWT

The work to be undertaken:

1. Hand clearing of 1500 acres of fire guard to protect the town of Hay River as indicated on the attached map.

Hay River at the present time is inadequately protected from potential forest fires as indicated by the fires in our immediate vicinity during the period of September 4th, 1971 to September 10th, 1971 at which time the town was in serious danger.

Hay River is the rail terminal of the Great Slave Lake Railway, the heart of the communication system of the Northwest Territories operated by C.N.T., the major port supplying supplies to the whole of the Mackenzie System and Western Arctic. If fire destroyed Hay River the whole Western section of the Northwest Territories would be cut off from outside services. This fire guard project carries the full concurrence of Mr. Peter Ferguson, Assistant Chief Ranger, Fort Smith, N.W.T.

2. The project would salvage firewood, pilings, building logs and telephone poles from the acreage cut. (It is obvious from the quantities salvaged that the project cannot be undertaken on this economic base only.)
3. The project is being undertaken by a non-profit organization known as Work Arctic. The aims of Work Arctic are to organize the people of our area who have had difficulty in joining the northern work force due to one or more of the following:- language barriers; different concepts of responsibility; lack of understanding; lack of training and/or lack of opportunities.

The present employment situation by a survey undertaken by the Town of Hay River as of the 1st of November 1971, is as follows:

Population 1971 census	2,420
Work force	518
Unemployed	156
Unemployed	30.1%

Breakdown:

Indian	82 persons	52.5%
Metis	53 persons	34.0%
Others	21 persons	13.5%
Total	<u>156 persons</u>	<u>100 %</u>

The Work Arctic Program will be managed by the Board of Directors and will be operated by a person with wide experience dealing with the people of the North on loan to Work Arctic by the Territorial Government. There is no permanent Canada Manpower Center in Hay River; the office is usually open only in the summer.

Local Initiatives Program Application
WORK ARCTIC
Hay River, NWT.

Page 2 of
APPENDIX II

The Work Arctic concept has been approved by the Territorial Government Council, The Government of the Northwest Territories and the Municipal Council of the Town of Hay River, as it is essential that every effort be made to integrate these people into the main flow of the Canadian society. The program needs a starting point and the Local Initiatives Program instituted by the Federal Government provides the ideal staging for such a start. With a six month winter program under our belt we have assurance from the employers in the area that they can employ most, if not all, of these people next summer if local enterprise can rely on the availability of a regular work force.

This program will then provide a continuing benefit and will not be a one-shot deal.

Local Initiatives Program Application

Submitted by

WORK ARCTIC

Hay River, NWT

Without this project there will be no work for these people this winter as the oil activity is far removed from Hay River this year.

With the announced price reduction on fish produced from Great Slave Lake the fishery will be reduced this winter and we can expect the unemployment figure to rise in January, February and March.

Local Initiatives Program Application

Submitted by

W O R K A R C T I C

Hay River, NWT

Workers will be hired through Canada Manpower Center, if available. Canada Manpower Center does not usually maintain an office here during the winter. Work Arctic will supply those men not registered with Manpower.

Local Initiatives Program Application

Submitted by

WORK ARCTIC

Hay River, NWT

WORK ARCTIC - Aims and Objectives

Work Arctic is made up of fifteen Directors representing the business sector, the natives, the people seeking employment and other community minded parties.

The aims of Work Arctic are to supply a vehicle whereby people outside the regular work force can be assisted to help themselves in gaining a foothold in the regularly employed sector. To achieve this end Work Arctic will set up an office consisting of a Manager with a staff of one clerk. The system is essentially simple; documenting of persons, responsibility for payment of U.I.C., C.P.P., Workmen's Compensation and payment of wages on an earned basis to persons employed on a full or part-time basis; to ensure industry that a set number of employees will present themselves to work as required, (not necessarily the same people); that these crews will be under the direction of one of their own people acting as foreman, interpreter, etc., the foremen to be responsible for having the number of men required and submitting time sheets on a daily basis. The men will be encouraged to develop good work habits and when this has been achieved they will be encouraged to take up regular employment outside of Work Arctic - If Work Arctic is successful they should find themselves out of business in a few years.

Benefits to Employees -

To organize and train that section of the work force that is not filling the jobs that are available in Hay River and prepare them for work in the ever expanding economic development of the N.W.T. the land of their birth, or the land of their choice. Special emphasis will be placed on the training of foremen to look after units of from 5 to 10 men and to promote a feeling of competition between crews to bring them up to acceptable standards to industry.

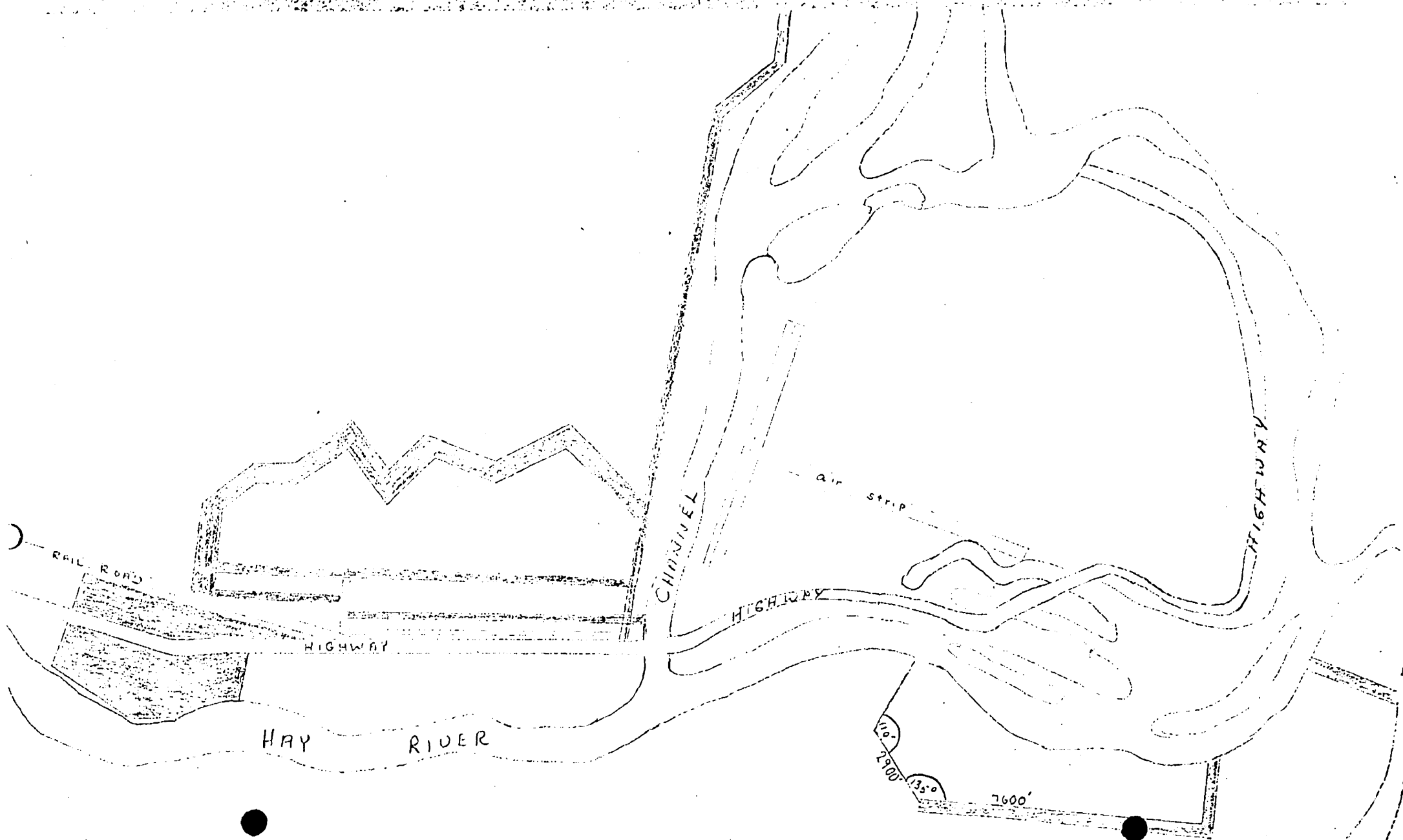
Benefits to Industry -

A dependable local work force will reduce the local operation cost as transportation and board and room add greatly to costs if industry must resort to bringing in "outside" help during their peak summer periods. It is estimated that the present local industry can give at least six to eight months work to over one hundred persons - this figure is growing steadily.

Relieves industry of documentation and payroll problems inherent with people with poor work habits and ensures they will have the required number of men to do their work in order that their schedules can be met (this is essential and this is where industry has given up on these people at present).

Financing -

The local companies have agreed to pay all normal costs over and above the usual hourly rates for employees to Work Arctic plus a surcharge of 10¢ per hour for extra administration cost. It may be necessary to collect a minimal sum from the employer - WORK ARCTIC is a non Profit Organization.



December 2, 1971

To the Directors of
Work Arctic

Pursuant to a request by the board, we have prepared the following memorandum outlining general administrative and accounting procedures.

PAYROLL

1. A personnel file will be maintained for each employee. Included in these files will be the following:
 - Employees' employment record
 - Authorization to hire, terminate and wage rate authorization.
 - TD 1 forms

2. Employees will be designated a class number according to the type of worker:
 - A. Management
 - B. Foreman
 - C. Cat Operators
 - D. Truck Drivers
 - E. Power Saw Operators
 - F. Laborer
 - G. Clerk

3. Each employee will be given an identification card at the time of his hiring, and all pertinent information will be documented in the employees' personnel file. Hires will be authorized by the controller.

4. A foreman's duties are to take complete charge of his crew, including keeping time reports and reporting directly to the coordinator. Completed time sheets will be turned over to the Coordinator at the end of each day.

5. The cheques will be prepared at the office by the payroll clerk and presented together with the time sheets, to the controller responsible for the signing of the payroll cheques.
6. The signed cheques will then be given to the appropriate foreman for distribution to his labor group.
7. Terminations will be approved prior to termination pay being prepared.
8. A periodic surprise pay-off will be performed by the auditors to ensure each person being paid is a bona fide employee
9. An imprest payroll bank account will be maintained, requiring two authorized signatures.

PAYMENTS

1. The office clerk will match up the statements or invoices received with signed packing slips or invoices.
2. A cheque will be prepared for payment of a single invoice or batch of invoices and will be presented together with all supporting documents, to the executive committee.
3. An office clerk will prepare a list of payments to be presented to the executive committee for ratification.

RECEIPTS

1. All incoming cheques will be stamped "For Deposit Only to Work Arctic".
2. Sales of by-products will be controlled through the use of a two part receipt form. A signature will be required from the person receiving the goods. At the end of each day these receipts will be forwarded to the accounting office for monthly billing.

GENERAL

1. An adding machine or preferably a calculator will be required.
2. Appointment of a person to fill each of the following positions:
 - A. Controller
 - B. Field Coordinator
 - C. Payroll Cheque Signers (2)
 - D. General Cheque Signers (2)
3. Banking resolutions will be required to operate two bank accounts at the Royal Bank of Canada.
 - A. Payroll account cheques are to be signed by the controller and payroll clerk.
 - B. General account cheques are to be signed by the controller and one member of the Executive Committee of 3 members to be selected from the Board of Directors.

Yours very truly,

Fraser, Matthews & Co

Fraser, Matthews & Co.

WORK ARCTIC
Schedule of Supplies

PAYROLL

1. One-write system of recording and payroll cheques, payroll journals and employees' earnings records, (on order at present)
2. TD 1 Forms
3. Time sheets
4. Employment records including hire and fire authorization and rate approval.

PAYMENTS

1. General bank account cheques
2. Function stamp to be applies to invoices

Date _____
Cheque # _____
Amount _____
Checked by _____
Approved _____
Approved _____

RECEIPTS

1. 2-part receipt form
2. Stamp- "For deposit only to Work Arctic"

NON APPLICAZIONE
SCELTA ALTERNATIVA

HIRE

Name: _____

Date Hired: _____

Approved: _____

TERMINATION

Date Terminated: _____

Reason: _____

Approved: _____

WAGE AUTHORIZATION

Classification: _____

Hourly Rate: _____

Approved: _____

Rate Changed: _____

1. New Classification: _____

New Rate: _____

Approval: _____

Effective Date: _____

2. New Classification: _____

New Rate: _____

Approval: _____

Effective Date: _____

WORK ARCTIC

APPLICATION FOR EMPLOYMENT

Date _____ Kind of Work Desired _____ Other Work You Can Do _____ Will You Work Shifts or Nights? _____

Line of Work Previously-Done _____

Name _____ Address _____ Ph. _____
Surname Christian

S.I.N. _____ Age _____ Height _____ Weight _____

Have You ever been on Compensation? Yes No Give Details _____

Have you ever had a back injury? Yes No Give Details _____

Marital Status: Married Single Widowed Divorced Separated No. of Dep Children _____

Home Owner Yes No Drivers Licence: Yes No Operator Chauffeur

Lang. Spoken _____ Do you read and write English? Yes No

Do you have a First Aid Certificate? Yes No

Summarize briefly any Other Experience or Qualification _____

EDUCATION

Type	Name of School	Years Completed	Year Graduated	Course Taken
Grade School				
High School				
Voc. School Bus.				
T.O.J.				

If Apprenticeship Served, State Particulars _____

TRADE CERTIFICATES HELD

Province	Type	Class	Number	Date Issued	Expiry Date

I understand that false statements on this application shall be considered sufficient cause for dismissal. I also understand that it is necessary to conform to Work Arctic's rules, regulations and instructions as made know at the time of employment or at any subsequent time, and that it is necessary to conform to Work Arctic's requirements concerning physical fitness and to permit physical examination by a physician upon request.

Signature of Applicant _____

Date _____