

POLICY

TABLED DOCUMENT NO. 35-87(1)
TABLED ON

MAR 2 1987

SHORT TERM EMPLOYMENT

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The Government of the Northwest Territories supports public investment in the economy to create jobs during periods of unacceptably high unemployment.

To that end, the Government of the Northwest Territories supports public expenditure for the creation of short term employment opportunities which will reduce unemployment and contribute to development of the NWT economy as a whole.

Government Leader

Reference

For elaboration of this Policy refer to Directive

DIRECTIVE

SHORT TERM EMPLOYMENT

SCOPE

This directive applies to all communities in the Northwest Territories.

DEFINITION

1. Contribution

Means a conditional transfer payment, made to a recipient, subject to audit, and for which the government will not receive any goods or services.

2. NWT Business

Means a business which complies with the legal requirements to carry on business in the Northwest Territories, and meets the following criteria:

- A. i) is a limited company with at least 51% of the company's voting shares beneficially owned by Northern Residents, or
- ii) is a co-operative with at least 51% of the co-operatives' voting shares beneficially owned by Northern Residents, or
- iii) is a sole proprietorship the proprietor of which is a Northern Resident, or
- iv) is a partnership the majority interest in which is owned by Northern Residents

B. Maintains a Resident Manager.

C. Maintains a Bona Fide place of business in the N.W.T.

3. Market Disruption

Means the public expenditure in support of an activity which infringes on an existing similar private sector activity.

PROVISIONS

1. Eligibility

Eligibility is restricted to municipalities, non-profit community groups and MWT Businesses.

2. Authority and Accountability

a) Financial

i) Executive Member

The Executive Member responsible for the Department of Economic Development and Tourism may approve contributions under this policy up to the amount approved in the main estimates.

ii) Regional Superintendents

Regional Superintendents responsible to the Department of Economic Development and Tourism may approve contributions up to the limit of their spending authority

iii) Financial Management Board

In the event of unplanned contribution needs, expenditures additional to those appropriated in the Main Estimates shall be approved by the Financial Management Board.

b) Program Approval

The Executive Member responsible for the Department of Economic Development and Tourism shall approve program provisions.

3. Terms and Conditions

The following terms and conditions will apply:

- a) A short term employment project must have the support of the community or Band Council in whose jurisdiction the project will be undertaken.
- b) In general, the project must contribute to the development of the local economy and/or work skills related to current or future employment needs.
- c) Project participants should have been unemployed prior to the project.
- d) The project shall not cause Market Disruption.
- e) The project term shall not exceed four months, and no project shall extend beyond the current fiscal year without prior approval of the Minister of Economic Development and Tourism or his designate.
- g) Projects must demonstrate that they will be competently managed.
- h) The ratio of foremen to labourers shall not be less than 1:7.

4. Financial Conditions

- a) Project wages shall be as follows:

Labourers	120% of current minimum wage
Foremen	125% of current minimum wage
Project Manager	130% of current minimum wage

- b) In the case of projects sponsored by M/T Businesses, total project funding will be limited to 50% of total project wage costs; there will be no provision for capital acquisitions.

- c) Project managers may be hired up to two weeks prior to the start of the project; all others will be paid from the first day of the project. Projects sponsored by NWT Businesses will be managed by the businesses at their own expense.
- d) Project wage costs shall not normally be less than 70% of total project costs, although exceptions may be approved by the Regional Superintendent of Economic Development and Tourism prior to approval of the application.
- e) Equipment or buildings owned by sponsors and required by projects shall, whenever possible, be made available to the projects at no charge.
- f) Upon project approval, sponsors will receive two months' salaries and the entire capital acquisition allowance; subsequent wage costs will be paid out upon receipt of monthly reports prepared to the satisfaction of the Department of Economic Development and Tourism.
- g) Project sponsors will be required to sign contribution agreements with the Government of the Northwest Territories.

5. Priorities

Regional Superintendents will prioritize project applications and allocate funds within the region according to community needs based on advice from the Departments of Education, Social Services, Municipal and Community Affairs, Renewable Resources and Public Works and Highways.

6. Applications

The following conditions will apply:

a) applications for financial contributions will include:

i) a description of activities the project will undertake and an explanation of how they will enhance the development of the local economy and/or develop work skills related to current or future employment needs.

ii) a detailed project outline including all costs.

b) Applications for financial contributions should be submitted to:

Regional Superintendent
Department of Economic Development and Tourism
Government of the Northwest Territories.

7. Perogative of Executive Council

Nothing in this directive shall in anyway be construed to limit the Perogative of the Executive Council to make decisions or take actions, respecting the provision of short-term employment opportunities in the Northwest Territories, outside the provisions of this directive.