

-2-

These are expansions of programs that would be carried out by the Municipality by the employment of temporary summer help. The gross wage and benefit cost is <sup>125</sup> estimated at \$248,250.86 towards which \$148,323.20 in reimbursement is anticipated, leaving a balance to be found by Burnaby of \$99,927.66. The allocation in the annual budget for this work is \$160,000.00.

We have been advised by the Ministry of Labour that in order to take advantage of funds that may not be taken up elsewhere, applications in excess of our allocation should be made.

Attached are applications Nos. 19 to 21 for projects on which reimbursement totals \$109,568. These programs are flexible and if approved by Council, the Ministry will be advised that they can be tailored to fit whatever dollars up to this sum that may come available. The gross cost of this portion of the program is \$212,176.96 towards which \$109,568.00 in reimbursement is anticipated, leaving a balance to be found by Burnaby of \$102,608.96. The allocation in the annual budget for this work is \$156,000.00.

Each application must be accompanied by an agreement under seal, copy attached. The agreement makes provision for a separate signing authority and, for convenience, this should be the Municipal Treasurer. All applications must be signed by an authorized member of the Civic Employees Union.

RECOMMENDATIONS

1. THAT Youth Employment Program applications Nos. 1 to 18 totalling \$248,250.86 against which \$148,323.20 in grants may be received, be approved; and
2. THAT supplementary applications Nos. 19 to 21 totalling \$212,176.96 against which \$109,588.00 in grants may be received, be approved; and
3. THAT the Mayor and Municipal Clerk be authorized to sign the necessary agreements; and
4. THAT the Municipal Treasurer be designated as the signing authority in the agreements; and
5. THAT the Municipal Treasurer be instructed to submit the applications for grants and the accompanying agreements to Victoria.

*B. Smith*  
MUNICIPAL TREASURER

BM:gw  
Attach.

cc: Municipal Clerk  
Personnel Director  
President, C.U.P.E. Local 23



MINISTRY OF LABOUR  
EMPLOYMENT OPPORTUNITY PROGRAMS  
PARLIAMENT BUILDINGS  
VICTORIA, B.C. V8V 1X4

MUNICIPAL APPLICATION

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER <b>THE CORPORATION OF THE DISTRICT OF BURNABY</b>			
2 MAILING ADDRESS <b>4949 CANADA WAY</b>		3 STREET ADDRESS <b>4949 CANADA WAY</b>	
CITY/TOWN/VILLAGE <b>BURNABY, B.C.</b>		CITY/TOWN/VILLAGE <b>BURNABY, B.C.</b>	
POSTAL CODE <b>V5G 1M2</b>		POSTAL CODE <b>V5G 1M2</b>	
4 ADMINISTRATIVE CONTACT OFFICER <b>BART McCAFFERTY</b>	POSITION <b>MUNICIPAL TREASURER</b>	OFFICE LOCATION <b>4949 CANADA WAY, BURNABY</b>	TELEPHONE <b>294-7367</b>
5 PAYROLL OFFICER <b>IRENE PEROG</b>	POSITION <b>PAYROLL SUPERVISOR</b>	OFFICE LOCATION <b>4949 CANADA WAY, BURNABY</b>	TELEPHONE <b>294-7367</b>
6 PROJECT SUPERVISOR <b>MADGE GEMMEL</b>	POSITION <b>SECRETARY TO PERSONNEL DIRECTOR</b>	DEPARTMENT <b>PERSONNEL</b>	TELEPHONE <b>294-7300</b>

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE  
DUTIES AND TRAINING

**Clerk-Typist 1**  
Typing and filing and a large variety of elementary clerical tasks. Employee will receive training and experience working in a Municipal office.

NO. 2 POSITION TITLE  
DUTIES AND TRAINING

NO. 3 POSITION TITLE  
DUTIES AND TRAINING

NO. 4 POSITION TITLE  
DUTIES AND TRAINING

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
**Personnel Department, 4949 Canada Way** CONTACT PHONE **294-7300**

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE.

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

YOUNG CANADA WORKS  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE DAY MONTH	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE DAY MONTH	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Clerk-Typist 1	10 07	1	45	7	3.20	1,008.00							
NO. 2													
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						1,008.00	31 TOTAL WAGES APPROVED						
20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)							32 DATE D M Y			REVIEWED BY		33 PROJECT NUMBER	
21 SIGNATURE OF UNION OR EMPLOYER'S ASSOCIATION REPRESENTATIVE			PLEASE PRINT NAME <b>OWEN DYKSTRA</b>				UNION <b>C.U.P.E.</b>		LOCAL <b>23</b>	DATE D M Y <b>1 0 0 3 7 8</b>			
22 SIGNATURE OF DESIGNATED SIGNING AUTHORITY			PLEASE PRINT NAME <b>BART McCAFFERTY</b>				POSITION <b>MUNICIPAL TREASURER</b>		DATE D M Y <b>1 0 0 3 7 8</b>				

33 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THIS FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORD.

MUNICIPAL APPLICATION

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT TO:

1 LEGAL NAME OF EMPLOYER <b>THE CORPORATION OF THE DISTRICT OF BURNABY</b>			
2 MAILING ADDRESS <b>4949 CANADA WAY, BURNABY</b>		3 STREET ADDRESS <b>4949 CANADA WAY, BURNABY</b>	
CITY/TOWN/VILLAGE <b>BURNABY, B.C.</b>		POSTAL CODE <b>V5G 1M2</b>	
CITY/TOWN/VILLAGE <b>BURNABY, B.C.</b>		POSTAL CODE <b>V5G 1M2</b>	
4 ADMINISTRATIVE CONTACT OFFICER <b>BART McCAFFERTY</b>	POSITION <b>MUNICIPAL TREASURER</b>	OFFICE LOCATION <b>4949 CANADA WAY, BURNABY</b>	TELEPHONE <b>294-7300</b>
5 PAYROLL OFFICER <b>IRENE PEROG</b>	POSITION <b>PAYROLL SUPERVISOR</b>	OFFICE LOCATION <b>4949 CANADA WAY, BURNABY</b>	TELEPHONE <b>294-7367</b>
6 PROJECT SUPERVISOR <b>PHIL KENZIE</b>	POSITION <b>CHIEF LICENCE INSPECTOR</b>	DEPARTMENT <b>LICENCE</b>	TELEPHONE <b>294-7329</b>

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE: **Licence Survey Clerk**  
DUTIES AND TRAINING: **Door-to-door canvass of Municipality, checking for unlicensed dogs and unlicensed bicycles and selling applicable licences. Employees will receive training in basic skills of human relations; instruction and experience in handling money and documents (licence fees, tags, decals and receipts).**

NO. 2 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 3 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 4 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 5 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
**Municipality of Burnaby** CONTACT PHONE: **294-7329**

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  NO  YES  
IF NO, WILL YOU USE:  MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  OTHER, SPECIFY

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE:  YOUNG CANADA WORKS  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
13 POSITION TITLE	14 START DATE	15 NO. OF YOUTH	16 TOTAL NO. OF DAYS	17 HOURS PER DAY	18 HOURLY WAGE	19 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
	DAY MONTH							DAY MONTH					
Licence Survey Clk.	2 6 06	6	45	7	3.20	6,048.00							
NO. 2													
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						6,048.00	31 TOTAL WAGES APPROVED						
20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)							32 DATE			REVIEWED BY		33 PROJECT NUMBER	
3							D	M	Y				

21 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE: \_\_\_\_\_  
PLEASE PRINT NAME: **OWEN DYKSTRA**  
UNION: **C.U.P.E.** LOCAL: **23** DATE: **1 0 0 3 7 8**

22 SIGNATURE OF DESIGNATED SIGNING AUTHORITY: \_\_\_\_\_  
PLEASE PRINT NAME: **BART McCAFFERTY**  
POSITION: **MUNICIPAL TREASURER** DATE: **1 0 0 3 7 8**

23 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER <b>THE CORPORATION OF THE DISTRICT OF BURNABY</b>			
2 MAILING ADDRESS <b>4949 CANADA WAY</b>		3 STREET ADDRESS <b>4949 CANADA WAY</b>	
CITY/TOWN/VILLAGE <b>BURNABY, B.C.</b>		POSTAL CODE <b>V5G 1M2</b>	
CITY/TOWN/VILLAGE <b>BURNABY, B.C.</b>		POSTAL CODE <b>V5G 1M2</b>	
4 ADMINISTRATIVE CONTACT OFFICER <b>BART McCAFFERTY</b>	POSITION <b>MUNICIPAL TREASURER</b>	OFFICE LOCATION <b>4949 CANADA WAY, BURNABY</b>	TELEPHONE <b>294-7360</b>
5 PAYROLL OFFICER <b>IRENE PEROG</b>	POSITION <b>PAYROLL SUPERVISOR</b>	OFFICE LOCATION <b>4949 CANADA WAY, BURNABY</b>	TELEPHONE <b>294-7367</b>
6 PROJECT SUPERVISOR <b>DAVID FRANKLIN</b>	POSITION <b>CONSTABLE, RCMP</b>	DEPARTMENT <b>RCMP, 6355 GILPIN ST., BURNABY</b>	TELEPHONE <b>294-7639</b>

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE **Clerk-Typist 1**  
DUTIES AND TRAINING  
**Condense correspondence file cards and file index cards into file system. Some filing of traffic tickets. Employee will receive "on the job" training.**

NO. 2 POSITION TITLE  
DUTIES AND TRAINING

NO. 3 POSITION TITLE  
DUTIES AND TRAINING

NO. 4 POSITION TITLE  
DUTIES AND TRAINING

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
**RCMP, 6355 GILPIN ST., BURNABY**

CONTACT PHONE  
**294-7639**

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE:

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

YOUNG CANADA WORKS  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL								
12 POSITION TITLE	13 START DATE		14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE		26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
	DAY	MONTH							DAY	MONTH					
NO. 1 Clerk-Typist 1	05	06	1	75	7	3.20	1,680.00								
NO. 2															
NO. 3															
NO. 4															
NO. 5															
19 TOTAL WAGES REQUESTED <b>1,680.00</b>							31 TOTAL WAGES APPROVED								

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1) **4**

22 DATE **1 0 3 7 8** REVIEWED BY **OWEN DYKSTRA** PROJECT NUMBER **130**

21 SIGNATURE OF UNION OR EMPLOYER'S ASSOCIATION REPRESENTATIVE **OWEN DYKSTRA** UNION **C.U.P.E.** LOCAL **23** DATE **1 0 3 7 8**

22 SIGNATURE OF DESIGNATED SIGNING AUTHORITY **BART McCAFFERTY** POSITION **MUNICIPAL TREASURER** DATE **1 0 3 7 8**

23 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

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ITEM 5  
 MANAGER'S REPORT NO. 22  
 COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR BRUCE CHILTON	POSITION ASST. DIRECTOR LONG RANGE PLANNING	DEPARTMENT PLANNING	TELEPHONE 294-7430

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE  
DUTIES AND TRAINING

Planning Assistant 2  
 Planning Assistant 1

Fire Hall Study  
 To carry out research and provide relevant data to be used in the development of a report on a plan for a fire hall system in the Municipality. Employees will receive training in research techniques.

XXXXXXXXXXXX  
 XXXXXXXXXXXXXXX

Transportation Study  
 To study traffic and transit patterns in a number of areas of the Municipality in order to provide current data for the development of reports on such matters to the Council. Employees will receive training in traffic survey and transit study methods.

NO. 3 POSITION TITLE  
DUTIES AND TRAINING

Planning Assistant 2

Hastings Street (Apartment Area "A" Study)  
 To prepare a land use inventory and background analysis of the Hastings Street area between Boundary Road and Willingdon Avenue with a view to the preparation of an updated development plan. Employees will receive training in area research, analysis and plan preparation.

XXXXXXXXXXXX  
 XXXXXXXXXXXXXXX

Willingdon Corridor Study  
 To complete land use inventory and research, plus a comprehensive field and statistical survey as a basis for analysis and preparation of a report on a plan for the area. Employees will receive training in area research, analysis, and plan preparation.

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
 Planning Department, 4949 Canada Way, Burnaby

CONTACT PHONE  
294-7430

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  
 IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES

IF YES, INDICATE

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

YOUNG CANADA WORKS  
 OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL							
13 POSITION TITLE	14 START DATE DAY MONTH	15 NO. OF YOUTH	16 TOTAL NO. OF DAYS	17 HOURS PER DAY	18 HOURLY WAGE	19 TOTAL WAGE	24 POSITION TITLE	25 START DATE DAY MONTH	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE	
NO. 1 Planning Asst. 1	0207	2	44	7	3.20	1,971.20								
NO. 2 Planning Asst. 2	0105	4	89	7	3.20	7,974.40								
NO. 3														
NO. 4														
NO. 5														
20 TOTAL WAGES REQUESTED						9,945.60	21 TOTAL WAGES APPROVED							
22 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)							23 DATE D M Y			REVIEWED BY		24 PROJECT NUMBER		
25 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE							PLEASE PRINT NAME OWEN DYKSTRA		UNION C.U.P.E.		LOCAL 23		DATE D M Y 1 0 3 7 8	
26 SIGNATURE OF DESIGNATED SIGNING AUTHORITY							PLEASE PRINT NAME BART McCAFFERTY		POSITION MUNICIPAL TREASURER		DATE D M Y 1 0 3 7 8			

27 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING AFTER COMPLETING THE FORM. DETACH AND RETAIN "EMPLOYEE'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

MUNICIPAL APPLICATION

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER <b>THE CORPORATION OF THE DISTRICT OF BURNABY</b>			
2 MAILING ADDRESS <b>4949 CANADA WAY</b>		3 STREET ADDRESS <b>4949 CANADA WAY</b>	
CITY/TOWN/VILLAGE <b>BURNABY, B.C.</b>	POSTAL CODE <b>V5G 1M2</b>	CITY/TOWN/VILLAGE <b>BURNABY, B.C.</b>	POSTAL CODE <b>V5G 1M2</b>
4 ADMINISTRATIVE CONTACT OFFICER <b>BART McCAFFERTY</b>	POSITION <b>MUNICIPAL TREASURER</b>	OFFICE LOCATION <b>4949 CANADA WAY, BURNABY</b>	TELEPHONE <b>294-7360</b>
5 PAYROLL OFFICER <b>IRENE FEROG</b>	POSITION <b>PAYROLL SUPERVISOR</b>	OFFICE LOCATION <b>4949 CANADA WAY, BURNABY</b>	TELEPHONE <b>294-7367</b>
6 PROJECT SUPERVISOR <b>MARY MISHRA</b>	POSITION <b>LIBRARY SERVICES CO-ORDINATOR</b>	DEPARTMENT <b>LIBRARY</b>	TELEPHONE <b>294-7234</b>

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE: **Library Clerk 1**  
DUTIES AND TRAINING: **Employees will receive training in basic clerical procedures and inventory procedures to enable them to carry out an inventory of the bookstock.**

NO. 2 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 3 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 4 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 5 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
**McGill, Central Park and Kingsway branches of Burnaby Public Library**

CONTACT PHONE: **294-7234**

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES

IF YES, INDICATE:  
 YOUNG CANADA WORKS  
 OTHER, SPECIFY

MINISTRY OF LABOUR ASSISTANCE  
 HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  
 OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE DAY MONTH	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE DAY MONTH	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 <b>Library Clerk 1</b>	<b>01 05</b>	<b>2</b>	<b>110</b>	<b>7</b>	<b>3.20</b>	<b>4,928.00</b>							
NO. 2													
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						<b>4,928.00</b>	31 TOTAL WAGES APPROVED						

30 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1) **6**

32 DATE: D M Y

REVIEWED BY

33 PROJECT NUMBER: **132**

34 SIGNATURE OF UNION OR EMPLOYER'S ASSOCIATION REPRESENTATIVE	PLEASE PRINT NAME <b>OWEN DYKSTRA</b>	UNION <b>C.U.P.E.</b>	LOCAL <b>23</b>	DATE D M Y <b>10 03 78</b>
35 SIGNATURE OF DESIGNATED SIGNING AUTHORITY	PLEASE PRINT NAME <b>BART McCAFFERTY</b>	POSITION <b>MUNICIPAL TREASURER</b>	DATE D M Y <b>10 03 78</b>	

36 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

YOUTH EMPLOYMENT PROGRAM  
 MUNICIPAL APPLICATION

APPLICATION NO. 7

ITEM 5  
 MANAGER'S REPORT NO. 22  
 COUNCIL MEETING 78 03 20

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2 133	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR M. W. BAKKAN	POSITION SUPERVISOR - TAX COLLECTION	DEPARTMENT TREASURY	TELEPHONE 294-7350

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH EMPHASIZE TRAINING TO BE PROVIDED

NO. 1 POSITION TITLE: Mail Clerk  
 DUTIES AND TRAINING: To pick up interdepartmental mail; sort and distribute mail; operate postage meter for outgoing mail. Employee will receive training in office routines and mail room procedure.

NO. 2 POSITION TITLE: \_\_\_\_\_  
 DUTIES AND TRAINING: \_\_\_\_\_

NO. 3 POSITION TITLE: \_\_\_\_\_  
 DUTIES AND TRAINING: \_\_\_\_\_

NO. 4 POSITION TITLE: \_\_\_\_\_  
 DUTIES AND TRAINING: \_\_\_\_\_

NO. 5 POSITION TITLE: \_\_\_\_\_  
 DUTIES AND TRAINING: \_\_\_\_\_

8 GIVE LOCATIONS WHERE YOUTH WILL WORK: 4949 CANADA WAY, BURNABY CONTACT PHONE: 294-7350

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
 IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  NO  YES  
 IF NO, WILL YOU USE:  MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  OTHER, SPECIFY

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
 IF YES, INDICATE:  YOUNG CANADA WORKS  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Mail Clerk	01 05	1	89	7	3.20	1,993.60							
NO. 2													
NO. 3													
NO. 4													
NO. 5													

19 TOTAL WAGES REQUESTED: 1,993.60 21 TOTAL WAGES APPROVED

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1) [7]

22 DATE: D M Y [7 8] REVIEWED BY: PROJECT NUMBER:

23 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE: OWEN DYKSTRA UNION: C.U.P.E. LOCAL: 23 DATE: 1 0 0 3 7 8

24 SIGNATURE OF DESIGNATED SIGNING AUTHORITY: B. McCAFFERTY POSITION: MUNIC. AL. TREASURER DATE: 1 0 0 3 7 8

25 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

MUNICIPAL APPLICATION

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER  
THE CORPORATION OF THE DISTRICT OF BURNABY

2 MAILING ADDRESS  
4949 CANADA WAY

3 STREET ADDRESS  
4949 CANADA WAY

CITY/TOWN/VILLAGE POSTAL CODE CITY/TOWN/VILLAGE POSTAL CODE  
BURNABY, B.C. V5G 1M2 BURNABY, B.C. V5G 1M2

4 ADMINISTRATIVE CONTACT OFFICER POSITION OFFICE LOCATION TELEPHONE  
BART McCAFFERTY MUNICIPAL TREASURER 4949 CANADA WAY, BURNABY 294-7360

5 PAYROLL OFFICER POSITION OFFICE LOCATION TELEPHONE  
IRENE PEROG PAYROLL SUPERVISOR 4949 CANADA WAY, BURNABY 294-7367

6 PROJECT SUPERVISOR POSITION DEPARTMENT TELEPHONE  
GORDON SQUIRE ASST. ADMINIS- TRATOR - RECREATION PARKS AND RECREATION 294-7115

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE Technician  
DUTIES AND TRAINING Draftsman  
Recreation Facility Development Plan  
To develop illustrations of recreation facilities, park areas and other design material for a comprehensive planning guide for the Parks and Recreation Department, forecasting facility and park needs for some years into the future.

NO. 2 POSITION TITLE  
DUTIES AND TRAINING  
Employees will receive detailed instruction in the scope and content of the project, plus on-going supervision throughout the program.

NO. 3 POSITION TITLE  
DUTIES AND TRAINING

NO. 4 POSITION TITLE  
DUTIES AND TRAINING

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK CONTACT PHONE  
Parks and Recreation Department, 4949 Canada Way, Burnaby 294-7115

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE.

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  YOUNG CANADA WORKS  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Technician	2905	1	65	8	3.20	1,664.00							
NO. 2 Draftsman	2606	1	40	8	3.20	1,024.00							
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						2,688.00	31 TOTAL WAGES APPROVED						
20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)							32 DATE		REVIEWED BY		33 PROJECT NUMBER		
8							D M Y				134		
21 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE			PLEASE PRINT NAME				UNION		LOCAL		DATE		
			OWEN DYKSTRA				C.U.P.E.		23		1 0 0 3 7 8		
22 SIGNATURE OF DESIGNATED SIGNING AUTHORITY			PLEASE PRINT NAME				POSITION				DATE		
			BART McCAFFERTY				MUNICIPAL TREASURER				1 0 0 3 7 8		

34 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.



YOUTH EMPLOYMENT PROGRAM  
 MUNICIPAL APPLICATION

APPLICATION NO 9

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT

ITEM 5  
 MANAGER'S REPORT NO. 22  
 COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER  
 THE CORPORATION OF THE DISTRICT OF BURNABY

2 MAILING ADDRESS  
 4949 CANADA WAY

3 STREET ADDRESS  
 4949 CANADA WAY

CITY/TOWN/VILLAGE  
 BURNABY, B.C.

POSTAL CODE  
 V5G 1M2

4 ADMINISTRATIVE CONTACT OFFICER  
 BART McCAFFERTY

POSITION  
 MUNICIPAL TREASURER

OFFICE LOCATION  
 4949 CANADA WAY, BURNABY

TELEPHONE  
 294-7360

5 PAYROLL OFFICER  
 IRENE PEROG

POSITION  
 PAYROLL SUPERVISOR

OFFICE LOCATION  
 4949 CANADA WAY, BURNABY

TELEPHONE  
 294-7367

6 PROJECT SUPERVISOR  
 EARL ERICKSON

POSITION  
 SPORTS CO-ORDINATOR

DEPARTMENT  
 PARKS AND RECREATION

TELEPHONE  
 294-7385

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED

NO. 1 POSITION TITLE  
 Outdoor Leader I  
 Outdoor Leader II

DUTIES AND TRAINING  
 Rowing Development Program  
 A developmental program involving high school age participants interested in the basics of rowing. Instruction consists of lectures, land drills, and rowing experience on Burnaby Lake. The Outdoor Leaders II plan, develop and supervise the course, assisted by the Outdoor Leader I. Staff instruction consists of a one week in-service course.

NO. 2 POSITION TITLE  
 DUTIES AND TRAINING

NO. 3 POSITION TITLE  
 DUTIES AND TRAINING

NO. 4 POSITION TITLE  
 DUTIES AND TRAINING

NO. 5 POSITION TITLE  
 DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
 Burnaby Lake, Municipality of Burnaby

CONTACT PHONE  
 294-7385

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  NO  YES

IF NO, WILL YOU USE

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF

YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES

IF YES, INDICATE

YOUNG CANADA WORKS  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE	14 NO OF YOUTH	15 TOTAL NO OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO OF YOUTH	27 TOTAL NO OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO 1 Outdoor Leader I	1/9/06	2	50	8	3.20	2,560.00							
NO 2 Outdoor Leader II	2/9/05	2	65	8	3.20	3,328.00							
NO 3													
NO 4													
NO 5													
19 TOTAL WAGES REQUESTED						5,888.00	31 TOTAL WAGES APPROVED						

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO 1)  
 9

32 DATE  
 D M Y

REVIEWED BY

33 PROJECT NUMBER

34 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE  
 OWEN DYKSTRA

PLEASE PRINT NAME  
 OWEN DYKSTRA

UNION  
 C.U.P.E.

LOCAL  
 23

DATE  
 10 03 78

35 SIGNATURE OF DESIGNATED SIGNING AUTHORITY  
 B. McCAFFERTY

PLEASE PRINT NAME  
 B. McCAFFERTY

POSITION  
 MUNICIPAL TREASURER

DATE  
 10 03 78

31 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

EMPLOYMENT PROGRAM  
MUNICIPAL APPLICATION

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT ONE COPY TO THE EMPLOYMENT PROGRAMS UNIT.

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY		POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY
5 PAYROLL OFFICER IRENE PEROG		POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY
6 PROJECT SUPERVISOR LLOYD BERRY		POSITION SUPERVISOR - FINE ARTS	DEPARTMENT PARKS AND RECREATION
			TELEPHONE 294-7360
			TELEPHONE 294-7367
			TELEPHONE 291-6864

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED

NO. 1 POSITION TITLE: Outdoor Leader I  
DUTIES AND TRAINING: Outdoor Leader III

Arts Craft Caravan  
This program will take the form of a travelling arts and crafts component to provide an expanded and complementary program on the neighbourhood playgrounds.

NO. 2 POSITION TITLE: Outdoor Leader III  
DUTIES AND TRAINING: In each area of program the Outdoor Leader III is responsible for planning, implementing and supervising the programs, assisted by Outdoor Leader I.

NO. 3 POSITION TITLE: Employees  
DUTIES AND TRAINING: Employees are subject to a specialized one week in-service training course prior to commencement of duties.

NO. 4 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 5 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Neighbourhood playgrounds in Municipality of Burnaby

CONTACT PHONE: 291-6864

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES

IF YES, INDICATE:  
 YOUNG CANADA WORKS  
 OTHER, SPECIFY

MINISTRY OF LABOUR ASSISTANCE  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  
 HIRE YOUTH YOURSELF  
 OTHER, SPECIFY

COMPLETE FOR EACH POSITION								MINISTRY OF LABOUR APPROVAL					
12 POSITION TITLE	13 START DATE	14 NO OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
Outdoor Leader I	1996	4	40	8	3.20	4,096.00							
Outdoor Leader III	0506	1	50	8	3.20	7,680.00							
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						11,776.00	21 TOTAL WAGES APPROVED						
20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)						10	22 DATE			23 REVIEWED BY		24 PROJECT NUMBER	
25 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE						OWEN DYKSTRA	UNION		LOCAL		DATE		
26 SIGNATURE OF DESIGNATED SIGNING AUTHORITY						BART McCAFFERTY	C.U.P.E.		23		1 0 0 3 7 8		
							POSITION				DATE		
							MUNICIPAL TREASURER				1 0 0 3 7 8		

INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 1 OF THE APPLICATION FOR YOUR RECORDS.

MUNICIPAL APPLICATION

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM PLEASE SUBMIT

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR LLOYD BERRY	POSITION SUPERVISOR - FINE ARTS	DEPARTMENT PARKS AND RECREATION	TELEPHONE 291-6864

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE: Outdoor Leader I, II, III  
DUTIES AND TRAINING: Summer Arts Camp Program  
To stimulate the use of facilities at the Burnaby Arts Centre in Century Park during the summer months.  
Programs for children and adults are offered in dance, ceramics, fabric arts, printmaking and a variety art program labelled "Kidzart Camp".

NO. 2 POSITION TITLE: (blank)  
DUTIES AND TRAINING: (blank)

NO. 3 POSITION TITLE: (blank)  
DUTIES AND TRAINING: Employees will receive a specialized one week in-service training course prior to commencement of duties.

NO. 4 POSITION TITLE: (blank)  
DUTIES AND TRAINING: (blank)

NO. 5 POSITION TITLE: (blank)  
DUTIES AND TRAINING: (blank)

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Burnaby Arts Centre, Century Park, Municipality of Burnaby

CONTACT PHONE: 291-6864

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE:  
 YOUNG CANADA WORKS;  
 OTHER, SPECIFY

MINISTRY OF LABOUR ASSISTANCE  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  
 HIRE YOUTH YOURSELF  
 OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL							
12 POSITION TITLE	13 START DATE	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE	
	DAY MONTH							DAY MONTH						
NO. 1 Outdoor Leader I	03 07	1	40	8	3.20	1,024.00								
NO. 2 Outdoor Leader II	1 9 06	3	50	8	3.20	3,840.00								
NO. 3 Outdoor Leader III	1 9 06	1	50	8	3.20	1,280.00								
NO. 4														
NO. 5														
19 TOTAL WAGES REQUESTED						6,144.00	31 TOTAL WAGES APPROVED							
30 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)							32 DATE		REVIEWED BY		33 PROJECT NUMBER			
111							D	M	Y					

31 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE: OWEN DYKSTRA  
PLEASE PRINT NAME: OWEN DYKSTRA  
UNION: C.U.P.E.  
LOCAL: 23  
DATE: 1 0 | 0 3 | 7 8

32 SIGNATURE OF DESIGNATED SIGNING AUTHORITY: BART McCAFFERTY  
PLEASE PRINT NAME: BART McCAFFERTY  
POSITION: MUNICIPAL TREASURER  
DATE: 1 0 | 0 3 | 7 8

34 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN EMPLOYER'S COPY NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

MUNICIPAL APPLICATION

12

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER  
**THE CORPORATION OF THE DISTRICT OF BURNABY**

2 MAILING ADDRESS  
**4949 CANADA WAY**

3 STREET ADDRESS  
**4949 CANADA WAY**

CITY/TOWN/VILLAGE  
**BURNABY, B.C.**

POSTAL CODE  
**V5G 1M2**

CITY/TOWN/VILLAGE  
**BURNABY, B.C.**

POSTAL CODE  
**V5G 1M2**

4 ADMINISTRATIVE CONTACT OFFICER  
**BART McCAFFERTY**

POSITION  
**MUNICIPAL TREASURER**

OFFICE LOCATION  
**4949 CANADA WAY, BURNABY**

TELEPHONE  
**294-7360**

5 PAYROLL OFFICER  
**IRENE PEROG**

POSITION  
**PAYROLL SUPERVISOR**

OFFICE LOCATION  
**4949 CANADA WAY, BURNABY**

TELEPHONE  
**294-7367**

6 PROJECT SUPERVISOR  
**NEAL DOCKENDORF**

POSITION  
**SUPV.-CENTRES & PLAYGROUNDS**

DEPARTMENT  
**PARKS & RECREATION**

TELEPHONE  
**294-7426**

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE  
DUTIES AND TRAINING  
**Outdoor Leader I  
Outdoor Leader II**

**Sunshyne Gang Program**  
A specialized program for physically handicapped children accommodating some 50 participants each year.

NO. 2 POSITION TITLE  
DUTIES AND TRAINING  
The handicapped children are assisted throughout the program by non-handicapped children who are also participating in the activities which include crafts, games, out-trips, special events, modified sports, etc.

NO. 3 POSITION TITLE  
DUTIES AND TRAINING  
The Outdoor Leader II co-ordinates and supervises the program activities and is assisted by the Outdoor Leader I.

NO. 4 POSITION TITLE  
DUTIES AND TRAINING  
Training is provided by the Parks and Recreation Department in specialized in-service training programs of approximately one week's duration, prior to commencement of duties.

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
**Lochdale School, Municipality of Burnaby**

CONTACT PHONE  
**294-7426**

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES

IF YES, INDICATE.

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  YOUNG CANADA WORKS  OTHER, SPECIFY

YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Outdoor Leader I	26 06	1	40	8	3.20	1,024.00							
NO. 2 Outdoor Leader II	22 05	1	70	8	3.20	1,792.00							
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						2,816.00	31 TOTAL WAGES APPROVED						

30 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1) **12**

32 DATE **1 0 3 7 8**

33 PROJECT NUMBER **138**

34 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE  
**OWEN DYKSTRA**

PLEASE PRINT NAME  
**OWEN DYKSTRA**

UNION  
**C.U.P.E.**

LOCAL  
**23**

DATE  
**1 0 3 7 8**

35 SIGNATURE OF DESIGNATED SIGNING AUTHORITY  
**BART McCAFFERTY**

PLEASE PRINT NAME  
**BART McCAFFERTY**

POSITION  
**MUNICIPAL TREASURER**

DATE  
**1 0 3 7 8**

36 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

COPY NO. 1

MUNICIPAL APPLICATION

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT O

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2 139	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR NEAL DOCKENDORF	POSITION SUPV.-CENTRES & PLAYGROUNDS	DEPARTMENT PARKS & RECREATION	TELEPHONE 294-7426

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE: 1 Outdoor Leader I  
DUTIES AND TRAINING: 1 Outdoor Leader III  
Day Camp Program  
A specialized program designed to expose children to basic camp skills, crafts and games. Each camp session accommodates 35 Burnaby children. Nine camps in all are conducted during the summer period. The Outdoor Leader III organizes and sets up the camp and the program; co-ordinates publicity; and conducts and supervises the overall camp activity.

NO. 2 POSITION TITLE: 1 Outdoor Leader III  
DUTIES AND TRAINING: 1 Outdoor Leader I  
The Outdoor Leader I assists the Outdoor Leader III in the conduct of the camp activities.

NO. 3 POSITION TITLE: 1 Outdoor Leader I  
DUTIES AND TRAINING: 1 Outdoor Leader III  
Training is provided by the Parks and Recreation Department in specialized in-service training programs of approximately one week's duration, prior to commencement of duties.

NO. 4 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 5 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Warner Lost Park, Municipality of Burnaby CONTACT PHONE 294-7426

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE:  
 YOUNG CANADA WORKS  
 OTHER, SPECIFY

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
13 POSITION TITLE	14 START DATE	15 NO. OF YOUTH	16 TOTAL NO. OF DAYS	17 HOURS PER DAY	18 HOURLY WAGE	19 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Outdoor Leader I	2/6/8	1	40	8	3.20	1,024.00							
NO. 2 Outdoor Leader III	05/06	1	60	8	3.20	1,536.00							
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						2,560.00	31 TOTAL WAGES APPROVED						

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1) 13

32 DATE: D M Y REVIEWED BY: PROJECT NUMBER:

21 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE: OWEN DYKSTRA UNION: C.U.P.E. LOCAL: 23 DATE: 1 0 0 3 7 8

22 SIGNATURE OF DESIGNATED SIGNING AUTHORITY: BART McCAFFERTY POSITION: MUNICIPAL TREASURER DATE: 1 0 0 3 7 8

23 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

MUNICIPAL APPLICATION

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT ONE

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR NEAL DOCKENDORF	POSITION SUPV.-CENTRES & PLAYGROUNDS	DEPARTMENT PARKS & RECREATION	TELEPHONE 294-7426

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE: Outdoor Leader I  
DUTIES AND TRAINING: Outdoor Leader II  
Summer Magic Program  
A specialized playground program for approximately 60 retarded and mentally handicapped children, which involves approximately 100 volunteers from Burnaby schools.

NO. 2 POSITION TITLE: Outdoor Leader II  
DUTIES AND TRAINING: The Outdoor Leaders II provide the key direction and supervision to the program, train the volunteers, with the assistance of the Outdoor Leader I on all facets of the program.

NO. 3 POSITION TITLE: [Blank]  
DUTIES AND TRAINING: Training is provided by the Parks and Recreation Department in specialized in-service training programs of approximately one week's duration, prior to commencement of duties.

NO. 4 POSITION TITLE: [Blank]  
DUTIES AND TRAINING: [Blank]

NO. 5 POSITION TITLE: [Blank]  
DUTIES AND TRAINING: [Blank]

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Marlborough Elementary School, Burnaby

CONTACT PHONE: 294-7426

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  NO  YES  
IF NO, WILL YOU USE:  MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE:  YOUNG CANADA WORKS  OTHER, SPECIFY

COMPLETE FOR EACH POSITION								MINISTRY OF LABOUR APPROVAL							
12 POSITION TITLE	13 START DATE	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	19	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE	
NO. 1 Outdoor Leader I	2/6/06	3	40	8	3.20	3,072.00									
NO. 2 Outdoor Leader II	2/05	3	70	8	3.20	5,376.00									
NO. 3															
NO. 4															
NO. 5															
19 TOTAL WAGES REQUESTED							8,448.00	31 TOTAL WAGES APPROVED							
20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)								22 DATE		REVIEWED BY		23 PROJECT NUMBER			
14								D M Y				140			

31 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE: OWEN DYKSTRA  
UNION: C.U.P.E.  
LOGAL: 23  
DATE: 10/03/78

32 SIGNATURE OF DESIGNATED SIGNING AUTHORITY: BART McCAFFERTY  
POSITION: MUNICIPAL TREASURER  
DATE: 10/03/78

33 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

COPY NO. 1

MUNICIPAL APPLICATION

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT ONE COPY TO THE DISTRICT OF BURNABY.

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.	POSTAL CODE V5G 1M2	CITY/TOWN/VILLAGE BURNABY, B.C.	POSTAL CODE V5G 1M2
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR NEAL DOCKENDORF	POSITION SUPV.-CENTRES & PLAYGROUNDS	DEPARTMENT PARKS & RECREATION	TELEPHONE 294-7426

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE  
DUTIES AND TRAINING  
Outdoor Leader I  
Outdoor Leader II  
Sport Camp  
The Sport Camp offers an off-season opportunity for youth in Burnaby to receive instruction and participate in sports such as lacrosse, field hockey, touch football, basketball, etc.  
The program is directed and supervised by the Outdoor Leader II, assisted by the Outdoor Leader I.  
Training is provided by the Parks and Recreation Department in specialized in-service training programs of approximately one week's duration, prior to commencement of duties.

NO. 2 POSITION TITLE  
DUTIES AND TRAINING

NO. 3 POSITION TITLE  
DUTIES AND TRAINING

NO. 4 POSITION TITLE  
DUTIES AND TRAINING

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Municipality of Burnaby

CONTACT PHONE  
294-7426

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE.

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

YOUNG CANADA WORKS  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
Outdoor Leader I	26/06	2	40	8	3.20	2,048.00							
Outdoor Leader II	05/06	2	60	8	3.20	3,072.00							
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						5,120.00	31 TOTAL WAGES APPROVED						

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)  
15

22 DATE  
D M Y

REVIEWED BY

23 PROJECT NUMBER

21 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE  
OWEN DYKSTRA  
UNION  
C.U.P.E.  
LOCAL  
23  
DATE  
1 0 0 3 7 8

22 SIGNATURE OF DESIGNATED SIGNING AUTHORITY  
BART McCAFFERTY  
POSITION  
MUNICIPAL TREASURER  
DATE  
1 0 0 3 7 8

23 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

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ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR WALTER SPELAY	POSITION SUPT. - GROUNDS	DEPARTMENT PARKS AND RECREATION	TELEPHONE 294-7248

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE: **Labourer**  
DUTIES AND TRAINING: This program would add greater capability to the maintenance program of parks, playgrounds and other recreation areas during the more intensive use by the public in the summer months.

NO. 2 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 3 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 4 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 5 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

8 GIVE LOCATIONS WHERE YOUTH WILL WORK: **Parks, playgrounds, recreation areas in Municipality of Burnaby** CONTACT PHONE: **294-7248**

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN: \_\_\_\_\_

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE:  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES

IF YES, INDICATE:  
 YOUNG CANADA WORKS  
 OTHER, SPECIFY \_\_\_\_\_

MINISTRY OF LABOUR ASSISTANCE  
 HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  
 OTHER, SPECIFY \_\_\_\_\_

COMPLETE FOR EACH POSITION								MINISTRY OF LABOUR APPROVAL							
12 POSITION TITLE	13 START DATE DAY MONTH	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	19	24 POSITION TITLE	25 START DATE DAY MONTH	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE	
NO. 1 Labourer	01 05	4	75	8	3.20	7,680.00									
NO. 2 Labourer	26 06	4	50	8	3.20	5,120.00									
NO. 3															
NO. 4															
NO. 5															
TOTAL WAGES REQUESTED							12,800.00	TOTAL WAGES APPROVED							142

32 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1): **16**

32 DATE: D M Y  
REVIEWED BY: \_\_\_\_\_  
33 PROJECT NUMBER: \_\_\_\_\_

34 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE: \_\_\_\_\_ PLEASE PRINT NAME: **OWEN DYKSTRA** UNION: **C.U.P.E.** LOCAL: **23** DATE: **1 0 0 3 7 8**

35 SIGNATURE OF DESIGNATED SIGNING AUTHORITY: \_\_\_\_\_ PLEASE PRINT NAME: **BART McCAFFERTY** POSITION: **MUNICIPAL TREASURER** DATE: **1 0 0 3 7 8**

33 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.





PROVINCE OF BRITISH COLUMBIA  
MINISTRY OF LABOUR  
EMPLOYMENT OPPORTUNITY PROGRAMS  
PARLIAMENT BUILDINGS  
VICTORIA, B.C. V8V 1X4

YOUTH EMPLOYMENT PROGRAM  
MUNICIPAL APPLICATION

APPLICATION NO 17

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE FEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR BERNIE ARCHER	POSITION ASST. SUPV.- RINKS & AQUATICS	DEPARTMENT PARKS & RECREATION	TELEPHONE 299-9374

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE  
DUTIES AND TRAINING  
Aquatic Leader/Instructors  
Recreation Attendant II  
Lifeguard/Instructor

This complement of staff will provide an expanded and improved aquatic program in two indoor pools, four outdoor pools, two beach areas, and some 15 wading pools throughout Burnaby.

NO. 2 POSITION TITLE  
DUTIES AND TRAINING  
Employees will receive in-service training.

NO. 3 POSITION TITLE  
DUTIES AND TRAINING

NO. 4 POSITION TITLE  
DUTIES AND TRAINING

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Swimming pools and beach areas through Municipality of Burnaby

CONTACT PHONE  
299-9374

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  
IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES

IF YES, INDICATE:  
 YOUNG CANADA WORKS  
 OTHER, SPECIFY

MINISTRY OF LABOUR ASSISTANCE  
 HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  
 OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE DAY MONTH	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE DAY MONTH	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
Aquatic Ldr/ Instructor NO. 1	0605	15	85	8	3.20	32,640.00							
Recreation Attendant NO. 2	0307	9	40	8	3.20	9,216.00							
Lifeguard/ Instr. NO. 3	0307	5	40	8	3.20	5,120.00							
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						46,976.00	31 TOTAL WAGES APPROVED						

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)  
17

32 DATE  
D M Y

REVIEWED BY

33 PROJECT NUMBER

21 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE  
OWEN DYKSTRA  
UNION  
C.U.P.E.  
LOCAL  
23  
DATE  
D M Y  
1 0 0 3 7 8

22 SIGNATURE OF THE SIGNATED SIGNING AUTHORITY  
T McCAFFERTY  
POSITION  
MUNIC AL TREASURER  
DATE  
D M Y  
1 0 0 3 7 8

23 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

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ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE FEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR NEAL DOCKENDORF	POSITION SUPV.-CENTRES & PLAYGROUNDS	DEPARTMENT PARKS & RECREATION	TELEPHONE 294-7426

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE  
DUTIES AND TRAINING  
Outdoor Leader I  
Outdoor Leader II  
The Outdoor Leaders II will be engaged to program and supervise neighbourhood parks and playgrounds which offer activities including crafts, games, sports, wading pool opportunities, etc.

NO. 2 POSITION TITLE  
DUTIES AND TRAINING  
\*The Outdoor Leaders I will assist the Outdoor Leaders II, and be supervised by them, in the conduct of the overall playground programs.

NO. 3 POSITION TITLE  
DUTIES AND TRAINING  
Training for all positions is provided by the Parks and Recreation Department in specialized in-service training programs of approximately one week's duration, prior to commencement of duties.

NO. 4 POSITION TITLE  
DUTIES AND TRAINING

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Neighbourhood parks and playgrounds in Municipality of Burnaby

CONTACT PHONE  
294-7426

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  NO  YES  
IF NO, WILL YOU USE  
 MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE.  
 YOUNG CANADA WORKS  
 OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
13 POSITION TITLE	14 START DATE	15 NO. OF YOUTH	16 TOTAL NO. OF DAYS	17 HOURS PER DAY	18 HOURLY WAGE	19 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Outdoor Leader I	26 06	9	40	8	3.20	9,216.00							
NO. 2 Outdoor Leader II	1 20 6	9	55	8	3.20	12,672.00							
NO. 3													
NO. 4													
NO. 5													
20 TOTAL WAGES REQUESTED						21,888.00	21 TOTAL WAGES APPROVED						

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1)  
18

22 DATE  
D M Y

REVIEWED BY

23 PROJECT NUMBER  
144

24 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE  
OWEN DYKSTRA  
C.U.P.E.  
23

DATE  
D M Y  
1 0 0 3 7 8

25 SIGNATURE OF DESIGNATED SIGNING AUTHORITY  
BART McCAFFERTY  
MUNICIPAL TREASURER

DATE  
D M Y  
1 0 0 3 7 8

26 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THIS FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

MUNICIPAL APPLICATION

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ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2 145	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR ED WILLIAMS	POSITION SERVICE CENTRE SUPT.	DEPARTMENT ENGINEERING	TELEPHONE 294-7214

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE: Labourer  
DUTIES AND TRAINING: Picking up and loading refuse onto garbage trucks.

NO. 2 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 3 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 4 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

NO. 5 POSITION TITLE: \_\_\_\_\_  
DUTIES AND TRAINING: \_\_\_\_\_

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Throughout Municipality of Burnaby

CONTACT PHONE: 294-7214

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN: \_\_\_\_\_

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  NO  YES  
IF NO, WILL YOU USE:  MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY \_\_\_\_\_

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE:  YOUNG CANADA WORKS  OTHER, SPECIFY \_\_\_\_\_

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE DAY MONTH	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE DAY MONTH	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Labourer	01 05	2	110	8	3.20	5,632.00							
NO. 2													
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						5,632.00	31 TOTAL WAGES APPROVED						

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1) 19

32 DATE: D M Y 19 | REVIEWED BY: \_\_\_\_\_ | 33 PROJECT NUMBER: \_\_\_\_\_

34 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE	PLEASE PRINT NAME OWEN DYKSTRA	UNION C.U.P.E.	LOCAL 23	DATE D M Y 1 0 0 3 7 8
35 SIGNATURE OF DESIGNATED SIGNING AUTHORITY	PLEASE PRINT NAME BART McCAFFERTY	POSITION MUNICIPAL TREASURER		DATE D M Y 1 0 0 3 7 8

36 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.



MINISTRY OF LABOUR  
EMPLOYMENT OPPORTUNITY PROGRAMS  
PARLIAMENT BUILDINGS  
VICTORIA, B.C. V8V 1X4

MUNICIPAL APPLICATION

20

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT ONE COPY TO THE MUNICIPALITY AND ONE TO THE MINISTRY OF LABOUR.

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

1 LEGAL NAME OF EMPLOYER THE CORPORATION OF THE DISTRICT OF BURNABY			
2 MAILING ADDRESS 4949 CANADA WAY		3 STREET ADDRESS 4949 CANADA WAY	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
CITY/TOWN/VILLAGE BURNABY, B.C.		POSTAL CODE V5G 1M2	
4 ADMINISTRATIVE CONTACT OFFICER BART McCAFFERTY	POSITION MUNICIPAL TREASURER	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7360
5 PAYROLL OFFICER IRENE PEROG	POSITION PAYROLL SUPERVISOR	OFFICE LOCATION 4949 CANADA WAY, BURNABY	TELEPHONE 294-7367
6 PROJECT SUPERVISOR BERNIE ARCHER	POSITION ASST. SUPV.- RINKS & AQUATICS	DEPARTMENT PARKS & RECREATION	TELEPHONE 299-9374

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE  
DUTIES AND TRAINING  
Aquatic Leader/Instructor  
Recreation Attendant II

This complement of staff will provide an expanded and improved aquatic program in two indoor pools, four outdoor pools, two beach areas, and some 15 wading pools throughout Burnaby.

NO. 2 POSITION TITLE  
DUTIES AND TRAINING  
Employees will receive in-service training.

NO. 3 POSITION TITLE  
DUTIES AND TRAINING

NO. 4 POSITION TITLE  
DUTIES AND TRAINING

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK  
Swimming pools and beach areas throughout Municipality of Burnaby

CONTACT PHONE  
299-9374

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES

IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT?  NO  YES  
IF NO, WILL YOU USE

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE.  
 YOUNG CANADA WORKS  
 OTHER, SPECIFY

COMPLETE FOR EACH POSITION								MINISTRY OF LABOUR APPROVAL					
12 POSITION TITLE	13 START DATE	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Aquatic/Ldr Instructor	06/05	20	85	8	3.20	43,520.00							
NO. 2 Recreation Attendant	03/07	21	40	8	3.20	21,504.00							
NO. 3													
NO. 4													
NO. 5													

19 TOTAL WAGES REQUESTED 65,024.00

31 TOTAL WAGES APPROVED

20 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1) 20

32 DATE D M Y

REVIEWED BY

33 PROJECT NUMBER 146

21 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE  
OWEN DYKSTRA  
UNION C.U.P.E.  
LOCAL 23  
DATE 10/03/78

22 SIGNATURE OF DESIGNATED SIGNING AUTHORITY  
BART McCAFFERTY  
POSITION MUNICIPAL TREASURER  
DATE 10/03/78

23 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN "EMPLOYER'S COPY" NO. 4 OF THE APPLICATION FOR YOUR RECORDS.



PROVINCE OF BRITISH COLUMBIA  
MINISTRY OF LABOUR  
EMPLOYMENT OPPORTUNITY PROGRAMS  
PARLIAMENT BUILDINGS  
VICTORIA, B.C. V8V 1X4

MUNICIPAL APPLICATION

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

PLEASE READ THE APPLICATION GUIDE AND PROGRAM REGULATIONS BEFORE COMPLETING THIS FORM. PLEASE SUBMIT ONE COPY.

1 LEGAL NAME OF EMPLOYER  
THE CORPORATION OF THE DISTRICT OF BURNABY

2 MAILING ADDRESS  
4949 CANADA WAY

3 STREET ADDRESS  
4949 CANADA WAY

CITY/TOWN/VILLAGE POSTAL CODE CITY/TOWN/VILLAGE POSTAL CODE  
BURNABY, B.C. V5G 1M2 BURNABY, B.C. V5G 1M2

4 ADMINISTRATIVE CONTACT OFFICER POSITION OFFICE LOCATION TELEPHONE  
BART McCAFFERTY MUNICIPAL TREASURER 4949 CANADA WAY, BURNABY 294-7360

5 PAYROLL OFFICER POSITION OFFICE LOCATION TELEPHONE  
IRENE PEROG PAYROLL SUPERVISOR 4949 CANADA WAY, BURNABY 294-7367

6 PROJECT SUPERVISOR POSITION DEPARTMENT TELEPHONE  
NEAL DOCKENDORF SUPV.-CENTRES & PLAYGROUNDS PARKS & RECREATION 294-7426

7 DESCRIBE IN DETAIL THE JOBS TO BE DONE BY THE YOUTH. EMPHASIZE TRAINING TO BE PROVIDED.

NO. 1 POSITION TITLE  
DUTIES AND TRAINING  
Outdoor Leader I  
Outdoor Leader II  
The Outdoor Leaders II will be engaged to program and supervise neighbourhood parks and playgrounds which offer activities including crafts, games, sports, wading pool opportunities, etc.

NO. 2 POSITION TITLE  
DUTIES AND TRAINING  
The Outdoor Leaders I will assist the Outdoor Leaders II, and be supervised by them, in the conduct of the overall playground programs.

NO. 3 POSITION TITLE  
DUTIES AND TRAINING  
Training for all positions is provided by the Parks and Recreation Department in specialized in-service training programs of approximately one week's duration, prior to commencement of duties.

NO. 4 POSITION TITLE  
DUTIES AND TRAINING

NO. 5 POSITION TITLE  
DUTIES AND TRAINING

8 GIVE LOCATIONS WHERE YOUTH WILL WORK CONTACT PHONE  
Neighbourhood parks and playgrounds in Municipality of Burnaby 294-7426

9 WOULD THESE JOBS BE FILLED ON A FULL-TIME OR SEASONAL BASIS WITHOUT MINISTRY OF LABOUR FUNDING?  NO  YES  
IF YES, EXPLAIN

10 DO YOU HAVE YOUTH IN MIND TO WORK ON THIS PROJECT? IF NO, WILL YOU USE  NO  YES

11 HAVE YOU APPLIED TO ANY OTHER SOURCE FOR FUNDING OF THIS PROJECT?  NO  YES  
IF YES, INDICATE:  
 YOUNG CANADA WORKS  
 OTHER, SPECIFY

MINISTRY OF LABOUR ASSISTANCE  HIRE YOUTH YOURSELF  
 YOUTH EMPLOYMENT CENTER (FORMERLY CANADA MANPOWER CENTER FOR STUDENTS)  OTHER, SPECIFY

COMPLETE FOR EACH POSITION							MINISTRY OF LABOUR APPROVAL						
12 POSITION TITLE	13 START DATE	14 NO. OF YOUTH	15 TOTAL NO. OF DAYS	16 HOURS PER DAY	17 HOURLY WAGE	18 TOTAL WAGE	24 POSITION TITLE	25 START DATE	26 NO. OF YOUTH	27 TOTAL NO. OF DAYS	28 HOURS PER DAY	29 HOURLY WAGE	30 TOTAL WAGE
NO. 1 Outdoor Leader I	2/6/06	16	40	8	3.20	16,384.00							
NO. 2 Outdoor Leader II	1/2/06	16	55	8	3.20	22,528.00							
NO. 3													
NO. 4													
NO. 5													
19 TOTAL WAGES REQUESTED						38,912.00	31 TOTAL WAGES APPROVED						

30 INDICATE PRIORITY NUMBER OF THIS APPLICATION (HIGHEST PRIORITY NO. 1) 21

32 DATE D M Y REVIEWED BY PROJECT NUMBER

31 SIGNATURE OF UNION OR EMPLOYEE'S ASSOCIATION REPRESENTATIVE PLEASE PRINT NAME UNION LOCAL DATE  
OWEN DYKSTRA C.U.P.E. 23 1 0 0 3 7 8

32 SIGNATURE OF DESIGNATED SIGNING AUTHORITY PLEASE PRINT NAME POSITION DATE  
BART McCAFFERTY MUNICIPAL TREASURER 1 0 0 3 7 8

33 INCOMPLETE APPLICATIONS CANNOT BE CONSIDERED FOR FUNDING. AFTER COMPLETING THE FORM, DETACH AND RETAIN 'EMPLOYEE'S COPY' NO. 4 OF THE APPLICATION FOR YOUR RECORDS.

# AGREEMENT

ITEM 5  
MANAGER'S REPORT NO. 22  
COUNCIL MEETING 78 03 20

THIS AGREEMENT MADE IN DUPLICATE

BETWEEN HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA AS REPRESENTED BY THE MINISTER OF LABOUR (HEREINAFTER CALLED THE MINISTER)

OF THE FIRST PART

AND THE CORPORATION OF THE DISTRICT OF BURNABY (HEREINAFTER CALLED THE EMPLOYER)  
OF THE SECOND PART

WHEREAS THE MINISTER AND THE EMPLOYER DESIRE TO ENTER INTO AN AGREEMENT FOR THE PURPOSE OF THE EMPLOYMENT OF YOUTH IN ACCORD WITH THE PROVISIONS OF THE APPRENTICESHIP AND TRAINING DEVELOPMENT ACT (S.B.C. 1977 C. 76) AND REGULATIONS MADE PURSUANT THERETO (HEREINAFTER REFERRED TO AS THE "ACT AND REGULATIONS"),

THIS AGREEMENT WITNESSES THAT IN CONSIDERATION OF THE PREMISES AND OF THE COVENANTS, TERMS AND AGREEMENTS HEREINAFTER SET FORTH AND CONTAINED THE PARTIES HERETO COVENANT AND AGREE AS FOLLOWS:

1. The employer shall hire and employ in accordance with the Act and Regulations the persons approved by the Minister for the period and at the number of days and hours per day and at the hourly wage to be paid as detailed in the "Ministry of Labour Approval" section of the Application Form.
2. The employer shall provide the Minister on demand with such documentation relating to payroll and employment records and other information as may be required to record and account for the expenditure and disbursements of the funds to be paid to the employer by the terms hereof.
3. Save and except for the monies which become due and owing to the employer for the hiring and employing of persons under the terms of this Agreement the Minister, his servants and agents shall not be liable to the employer for any damages or compensation payable to a servant or any other person in the employ of the employer in respect of injury or loss sustained by such servant or person, and the employer shall indemnify and save harmless the Minister, his servants or agents against any such damages or compensation as aforesaid and against all or any other actions, suits, proceedings, claims, demands, costs or expenses which may arise in consequence of the performance by the employer of the terms of this Agreement.
4. The Minister shall reimburse the employer for the wages paid to each person recorded in the "Ministry of Labour Approval" section of the Application Form for the number of days, hours per day and at the hourly wage rate specified by the Minister.
5. This Agreement shall not be construed as a contract of employment between the Minister and the persons hired or employed by the employer.
6. The term of this Agreement shall be as approved in the "Ministry of Labour Approval" section of the Application Form unless sooner terminated by the Ministry of Labour at any time or by the employer on two weeks notice in writing.
7. Misinformation on the Application Form may result in cancellation of this Agreement.
8. A request by the employer to change the terms and conditions of this Agreement and approval by the Minister of such changes including cancellation hereof shall be made on an "Amendment to the Agreement" to be supplied by the Minister.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands on the date herein below.

SIGNED, SEALED AND DELIVERED BY THE  
MINISTER OF LABOUR OF THE PROVINCE OF  
BRITISH COLUMBIA ON THIS \_\_\_\_\_  
DAY OF \_\_\_\_\_, 1978.

DIRECTOR OF EMPLOYMENT OPPORTUNITY  
PROGRAMS BRANCH FOR THE MINISTER OF  
LABOUR.

IN THE PRESENCE OF

WITNESS' SIGNATURE

SIGNED, SEALED AND DELIVERED BY  
THE CORPORATION OF THE DISTRICT OF BURNABY  
(LEGAL NAME OF EMPLOYER - PLEASE PRINT)

EMPLOYER'S SIGNATURE MAYOR CLERK  
(AUTHORIZED SIGNING AUTHORITY)  
IN THE PRESENCE OF

WITNESS' SIGNATURE

MUNICIPAL TREASURER  
EMPLOYER'S SIGNATURE  
(AUTHORIZED SIGNING AUTHORITY)  
IN THE PRESENCE OF 148

WITNESS' SIGNATURE