



## Council Report

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<b>Report Number:</b>	<b>ED2024-024</b>
<b>Meeting Date:</b>	April 30, 2024
<b>Title:</b>	<b>Young Canada Works Funding Agreement</b>
<b>Description:</b>	Funding agreement for Young Canada Works – Building Careers in Heritage
<b>Author and Title:</b>	Emily Turner, Economic Development Officer – Heritage Planning

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### Recommendations:

**That** Report ED2024-024, **Young Canada Works Funding Agreement**, be received; and

**That** the Mayor and Clerk, following a review of agreements to the satisfaction of the City Solicitor, be authorized to execute any documents and agreements with the Government of Canada and National Trust for the Young Canada Works – Building Careers in Heritage Program for 2024-2025.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

Each year, the Government of Canada offers support for heritage organizations such as museums and archives, municipal and Indigenous governments, and other organizations with a heritage or cultural mandate through its Young Canada Works (YCW) program to hire summer students or interns. This program is a cost sharing program where the organizations are typically responsible for 50% of the cost of the position while the remaining 50% is funded by YCW grant. The purpose of this program is to provide funding for positions in the heritage sector which may not exist otherwise and to support young people entering into careers in the heritage sector. There are several streams of funding to support different types of positions which are delivered through a number of Canadian delivery organizations, including the National Trust for Canada, the Canadian Council of Archives and the Canadian Museums Association.

The City has applied for and received funding through the Young Canada Works – Building Careers in Heritage stream which funds 4- to 12-month internship positions for recent graduates. The position will be hosted in Economic Development, working with the Economic Development Officer – Heritage Planning, and is intended to support the City's Heritage Planning program. Applicants for YCW internship positions must be between 16 and 30 years of age, Canadian citizens or permanent residents, and have recently graduated from post secondary education. The delivery organization for this funding is the National Trust for Canada which supports positions related to built heritage, including heritage planning, heritage restoration, and historic site administration. The Government of Canada and National Trust for Canada have shared with staff that the City's funding application was successful for a position in the 2024-2025 funding cycle and that a funding agreement will be forthcoming. The funding agreement has not yet been received but staff are anticipating that it will be received in late April or early May 2024, in accordance with the typical timelines for receiving YCW funding agreements.

This report requests that Council approve entering into a funding agreement with the Government of Canada and National Trust for Canada through the Young Canada Works program for the 2024-2025 federal fiscal year to facilitate the hiring of a heritage intern position within Economic Development.

## **Rationale:**

The City's Heritage Planning program sits in Economic Development and provides services to support the preservation of built heritage and archaeological resources in Kawartha Lakes. The core functions of the program are:

- Designation of property under Part IV and the creation of heritage conservation districts under Part V of the Ontario Heritage Act
- Review and processing of applications related to heritage properties
- Heritage policy development and implementation
- Community outreach, education and heritage property owner support
- Supporting the Kawartha Lakes Municipal Heritage Committee
- Supporting Indigenous consultation

The program is administered by the Economic Development Officer – Heritage Planning.

Since the passage of Bill 23 by the provincial government in late 2022, the workload of the City's Heritage Planning program has increased significantly to respond to the legislative changes to the Ontario Heritage Act and its associated regulations. Alongside major revisions required to the City's heritage planning policies, the primary impact of Bill 23 has been a substantial increase in the number of designations being brought forward to Council in response to provincial direction to review and designate listed properties on municipal heritage registers. In 2023, the City designated 26 properties, a large increase from previous years where, in general, 2 or 3 properties would be brought forward for designation each year. The process of designation requires the research and writing of heritage evaluation reports, presentation of reports and by-laws to the Municipal Heritage Committee and Council, the issuance of notices and other documents, and communications with property owners. This work must be completed while still maintaining the other core functions of the City's Heritage Planning program.

In order to alleviate some of this workload, staff applied for and have received funding through the YCW program to fund a 36-week internship position to support the City's Heritage Planning program. The position funded through the YCW stream will undertake several activities:

- Research and completion of heritage evaluation reports to support the designation of listed properties as a result of Bill 23
- Completion of data collection, fieldwork and data entry in support of the City's ongoing Heritage Inventory
- Support for and participation in community engagement and public outreach activities offered through the Heritage Planning program including workshops and public information meetings

It is anticipated that the work completed by the intern will increase the number of designations the City can pursue throughout 2024 and contribute to the City's broader Heritage Inventory and public outreach initiatives. It will also provide valuable

experience for a young professional to introduce them to the heritage planning field in Ontario and the operations of municipal government.

The funding provided through the YCW program will provide up to 50% of the cost of the position to a maximum amount of \$15,000 and the internship must be completed with the federal 2024-2025 fiscal year. Staff were originally anticipating the position to run from May to December 2024, but given that the confirmation of funding was not received until early April and the funding contract has not yet been received, it is likely that the position will now run from June 2024 to January 2025. The contract, which outlines the funding received, employment conditions, and reporting requirements, must be executed prior to recruitment and hiring.

### **Other Alternatives Considered:**

The City has previously received funding for YCW summer student positions, specifically in its Archives program. This will be the first YCW internship position for which the City has received funding and it will provide valuable temporary support to the Heritage Planning program, as well as an opportunity for a recent graduate. It is recommended that the funding agreement be signed to facilitate the hiring of this position.

### **Alignment to Strategic Priorities**

The hiring of a YCW intern through the funding stream supports the following goals from the 2024-2027 Council-adopted Strategic Plan:

- A Vibrant and Growing Economy

The internship position, which is contingent on the execution of the funding agreement, will support the core functions of the heritage planning program offered as part of the City's economic development and business development programming which has been identified as one of the priority area's action items.

### **Financial/Operation Impacts:**

The funding approved under the YCW program for this position is \$14,293.12. This amount will fund 50% of the position, including both the salary of the intern and mandatory employer costs for a 36-week contract. The funding will also offset certain other costs the City will incur in hiring a new intern, such as the purchase of a new laptop for the position.

The heritage intern position job description was developed and evaluated by People Services in 2023 in anticipation of the funding application. The position was evaluated at the Specialized Student rate (\$18.69/hour) and 654 additional student hours (approximately 18 weeks) in Economic Development were approved in the 2024 budget to facilitate this position, if the funding was received. The budget allocated for these student hours will fund the remaining 50% of the position.

Additional costs which may be incurred to facilitate this position, such as office supplies, technology and mileage, have been anticipated for and included in the approved 2024 Economic Development budget.

**Consultations:**

People Services  
Manager, Economic Development

**Attachments:**

N/A

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**Department Head:** Leah Barrie, Director of Development Services