Employment and Emploi et Immigration Canada Immigration Canada Canada Employment Centre 6325 - 103 Street EDMONTON, Alberta T6H 5H6

Your file	Votre référence

Our tile Notre référence Agreement No. J 185354

Dear Applicant:

On behalf of the Minister of Employment and Immigration, I am pleased to inform you that your application under the Challenge '90 - Summer Employment/Experience Development (SE/ED) program has been approved for funding.

Your project has been approved for the period of weeks shown in Box 25, to operate **between** the dates indicated in Boxes 32 and 33 of the Agreement. A Project Officer has already contacted you to discuss your proposal regarding the following:

- the wage rate, if different from your application;
- the name and contact number for the student's supervisor;
- the name and contact number for the bookkeeper you use;
- any changes in information from your original application.

For your convenience you will find enclosed:

- a copy of the Terms and Conditions of the program and a copy of the Agreement between us
- reporting forms used to claim subsidies under the program, and
- EMPLOYER/EMPLOYEE Declaration Form(s) which must be completed for each student hired, and returned to our office as soon as it can be completed by the student.

PLEASE NOTE: THE ABOVE FORMS MUST BE RECEIVED IN OUR OFFICE BEFORE WE CAN PROCESS THE PAYMENT OF PROGRAM FUNDS.

You are encouraged to make use of the Hire-A-Student office at 495-2070 or your Canada Employment Centre on Campus at 492-4291 to aid in the selection of students.

Should you have any questions about the SE/ED program, please contact our office at 438-6610 and ask to speak to a Project Officer about your SE/ED project. Please remember to quote your agreement number.

Sincerely, some arnowski - 438 -10/010 mulie South Gordon Zawaski A. Supervisor/LMAS 412 0805 anada

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 In this agreement, "COMMISSION" means the Canada Employment and Immigration COMMISSION;

"employees" means the employees hired by the EMPLOYER for the jobs, unless the context indicates otherwise;

"EMPLOYER" means the EMPLOYER referred to on the reverse side of this document;

"jobs" means the jobs referred to on the reverse side of this document;

"mandatory employer costs" means unemployment insurance premiums, Canada pension plan contributions, worker's compensation assessment, vacation pay and health and insurance premiums which the EMPLOYER is required to pay in respect of the employees;

"overhead costs" means such costs, other than the cost of wages and mandatory employer costs, incurred by the EMPLOYER as the COMMISSION, in its absolute discretion, considers to be directly related to the provision of the jobs.

- 2. The EMPLOYER represents and warrants that
 - (a) the employees do not displace or replace existing employees or volunteers, employees on layoff, employees absent due to a labour management dispute or employees on vacation;
 - (b) the jobs will provide a minimum of 30 hours of work per week but will not normally exceed 40 hours of work per week, and will last between 6 and 18 consecutive weeks, except that where the employee is disabled, part-time employment is permissible;
 - (c) the jobs are not jobs for which another contribution will be received or claimed from any other government source, except where such contribution is provided pursuant to a federal/provincial agreement designed to harmonize federal and provincial job creation programs;
 - (d) the jobs would not be created without the financial assistance provided under this agreement; and
 - (e) the jobs will be carried out in accordance with all applicable federal and provincial laws.
- 3. The EMPLOYER shall
 - (a) provide the employees with necessary supervision, learning and work experience;
 - (b) keep proper accounts and records including invoices, receipts, vouchers, bank statements and cheques of all financial transactions relating to this Agreement;
 - (c) allow representatives of the COMMISSION to enter the EMPLOY-ER'S premises at all reasonable times for purposes of inspection and audit of the books and records referred to in paragraph b);
 - (d) submit such reports concerning the progress of the employees and particulars of the employees as may be requested by the COMMISSION.
- 4. Unless otherwise approved by the COMMISSION, the employees shall be employed during the period shown on the reverse side of this document, it being understood that the COMMISSION shall have no obligation to pay any contribution to the EMPLOYER in respect of costs incurred by the EMPLOYER outside such period.
- 5. The amount of the COMMISSION'S contribution in respect of mandatory employer costs incurred in respect of each employee shall not exceed the amount that would be payable if the employee's wages were paid at the provincial or territorial adult minimum wage rate. It is also understood that the COMMISSION'S contribution to the EM-PLOYER in respect of wages or mandatory employer costs is based upon costs actually incurred by the EMPLOYER. In addition, in the event that the hourly wage rate actually paid by the EMPLOYER is less than the hourly wage rate shown on the reverse side of this document, the COMMISSION may, in its discretion, reduce the amount of its contribution in respect of those costs by a proportionate amount, as determined by the COMMISSION.
- 6. It is further understood by the EMPLOYER that the amount of the COMMISSION'S contribution for overhead costs in respect of each job is calculated on the basis of the number of weeks actually worked by the employee and that in the event that the number of weeks actually worked by an employee is less than the number of weeks shown on the reverse side of this document, the amount of the COMMISSION'S contribution in respect of overhead costs for that job shall be subject to a proportionate reduction, as determined by the COMMISSION.
- 7. (1) Subject to subsection (2), the COMMISSION'S contribution shall be payable upon receipt of a claim made by the EMPLOYER in a form prescribed by the COMMISSION, such claim to be submitted by the EMPLOYER within 30 days following the termination of the employment covered by the agreement.
 - (2) Where the EMPLOYER is a non-profit organization, payment of the COMMISSION'S contribution may be made as follows:

- an initial advance payment not exceeding 90% of the estimated total contribution payable under the agreement;
- (ii) upon receipt of an accounting for the contribution covering the first month of operation and a forecast of expenditures for the remainder of duration of activity, a further advance in such amount as may be approved by the COMMISSION; and
- (iii) upon receipt of a claim made in a form prescribed by the COMMISSION and submitted within 30 days from the termination of the employment covered by the agreement, the balance, if any, of the contribution owing to the EMPLOYER.
- (1) Unless otherwise agreed to in writing by the COMMISSION, no contribution shall be paid by the COMMISSION in respect of the wages, mandatory employer costs and overhead costs of an employee who
 - (a) was not referred to the EMPLOYER by a Canada Employment Centre before being hired by the EMPLOYER, or
 - (b) is a member of the immediate family of
 - (i) the EMPLOYER, where the EMPLOYER is an individual,(ii) a senior officer or director of the corporation or associ-
 - ation, where the EMPLOYER is a corporation or an unincorporated association, or
 - (iii) an elected or senior official of a municipality, where the EMPLOYER is a municipality.
 - (2) For purposes of paragraph (1) (b), the immediate family of a person referred therein includes the person's father, mother, stepfather, step-mother, foster parent, brother, sister, spouse (including common law spouse), child (including child of common law spouse), step-child, ward, father-in-law, mother-in-law, and any relative permanently residing in the person's household or with whom the person permanently resides.
- (1) This agreement may be terminated by either party on 15 days written notice. Notwithstanding the foregoing, the COMMISSION may terminate the agreement immediately by notice in writing.
 - (a) if the EMPLOYER is in breach of any of its obligations under the agreement,
 - (b) if any representation or warranty made by the EMPLOYER is materially false or misleading, or
 - (c) if any change occurs in the tasks and responsibilities of the employees, as described on Form 3946 submitted by the EMPLOYER with the Employer's application, without the COMMISSION'S prior approval.
 - (2) Upon termination of the agreement, the COMMISSION shall cease to have any obligation to make any further contribution to the EM-PLOYER in respect of the costs incurred by the EMPLOYER after the date of termination, and the amount of any unexpended advance shall be repaid forthwith to the COMMISSION upon receipt of notice thereof and such amount shall be recognized as being a debt due to the COMMISSION.
- 10. In the event payments made to the EMPLOYER exceed the amount to which the EMPLOYER is properly entitled pursuant to the agreement, the amount of such excess shall be payable forthwith to the COMMISSION upon receipt of notice thereof and such amount shall be recognized as being a debt due to the COMMISSION.
- Nothing in this agreement shall be deemed to authorize the EMPLOY-ER to contract for or incur any obligation on behalf of the COM-MISSION.
- Any payment due hereunder is subject to there being an appropriation by Parliament for the fiscal year in which the payment is to be made.
- 13. This agreement may not be assigned in whole or in part without the written consent of the COMMISSION and any assignment made without that consent shall be void and of no effect.
- No amendment to this agreement shall be valid unless made in writing between the parties.
- 15. No member of the House of Commons shall be admitted to any share or part of this agreement or to any benefit arising therefrom.
- 16. Where funding that has been provided by the COMMISSION has been used by the EMPLOYER to purchase assets that have not been physically incorporated into the final product of the activity, the COMMIS-SION, in its absolute discretion, may direct that the assets so purchased be:
 - (a) sold at a fair market value and the proceeds applied to total agreement costs, or
 - (b) turned over the registered charitable organizations, or
 - (c) retained by the EMPLOYER where the EMPLOYER satisfies the COMMISSION that the activity will continue in the future and that the assets in question are required for the viability of the activity, or
 - (d) turned over to the Commission for transfer to the Crown Assets Disposal Corporation.

752-8342742

Canada Canada BATCH/LDT-0986 DA0/BCM-4659

Approvisionnements et Services

Supply and Services

AND

EMPLOYMENT

23-AUG/AOUT-1990 Stub No. - Talon Nº

IMMIGRATION CAN. * EMPLOI ET IMMIGRATION CAN. 036

Particulars - Détails	Amount - Montant	
CLAIM #3 JUNE 25-JULY 21/90	J18535	1360.00
J18535-4 BATCH/LOT-0986(0986) REQ-0078500	TOTAL	1360.00
received 28 august	2	

AU VERSO

SEE REVERSE

Supply & Services Canada 00.0881

1360.00

Edmonton District Office, Edmonton, Alta. T5K 1E9

Please quote cheque stub number.

Correspondence concerning this Adresser correspondance concernant remittance should be directed to: la présente remise à:

2-F88110 Approvisionnements et Services Canada . Bureau du District d'Edmonton Edmonton, (Alb.) T5K 1E9

Prière de citer le numéro du talon du chèque.



Approvisionnements et Services Canada

752 - 7718956

BATCH/LOT-0521 DA0/BCM-4659

28-JUN/JUIN-1990 Stub No. - Talon Nº

EMPLOYMENT AND IMMIGRATION CAN. * EMPLOI ET IMMIGRATION CAN. 036

Particulars	Amount - Montant		
SE/ED CLAIM APR 30 - MAY 27/90 J185354	a brea	J18535	1360-00
BATCH/LOT-0521(0521)	REQ-0075300	TOTAL	1360.00
	Alcewe	a 11 Valy	93

SEE REVERSE

AU VERSO

Correspondence concerning this remittance should be directed to:

Supply & Services Canada

Edmonton District Office, Edmonton, Alta. T5K 1E9

Please quote cheque stub number.

Adresser correspondance concernant la présente remise à:

Approvisionnements et Services Canada Bureau du District d'Edmonton Edmonton, (Alb.) T5K 1E9

Prière de citer le numéro du talon du chèque.



University of Alberta

to: Manilyn from: Carol

date: 2 July 191

Kevenne Canada called while you were away and said they need these forms filled out for Eileen and Caroline 9 'M sure you had a wonderful time in Nepal and 9 'm looking forward to hearing of your adventures!



OTTAWA OFFICE House of Commons Ottawa, Canada K1A OA6 (613) 995-5711 Fax (613) 996-9857

HOUSE OF COMMONS

CANADA

ACTION CENTRE 8016 - 105th St. Edmonton, Alberta T6E 4Z4 (403) 439-8900 Fax (403) 439-3410

SCOTT THORKELSON Member of Parliament Edmonton Strathcona

E D M O N T O N April 30, 1990

Dr. Marilyn Assheton-Smith Women's Research Centre 11043-90 Ave. Edmonton, Ab. T6G 2E1

Dear Dr. Assheton-Smith.

Earlier this month I had the pleasure of signing final approval on your 1990 application for \$5440.00 in Summer Employment/Experience Development funding.

Through the Southside Canada Employment Centre and with your cooperation, the Department of Youth has been able to subsidize wages for more than 300 student jobs in the federal riding of Edmonton Strathcona.

Thank you for helping to provide job opportunities for our youth who have the goal of continuing their education for the benefit of our country.

With kindest regards, I remain,

Yours sincerely,

Scott Thorkelson Member of Parliament Edmonton Strathcona

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