

CITY OF VAUGHAN

EXTRACT FROM COUNCIL MEETING MINUTES OF FEBRUARY 19, 2013

Item 12, Report No. 5, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on February 19, 2013.

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ONTARIO MUNICIPAL INTERNSHIP PROGRAM

The Committee of the Whole recommends approval of the recommendation contained in the following report of the City Manager, dated February 5, 2013:

Recommendation

The City Manager, in consultation with the Acting Director of Human Resources recommends:

1. That the City's application to the 2013-2014 Ontario Municipal Internship Program be endorsed; and,
2. That Council ratify the action taken at the February 5, 2013 Committee of Whole meeting.

Contribution to Sustainability

N/A

Economic Impact

The costs associated with the internship program will be charged to Commission budgets and covered by favorable labour variances.

Communications Plan

N/A

Purpose

As a growing municipality with a large number of exciting and challenging opportunities, Vaughan can provide an intern with a wide variety of experiences and learning opportunities.

Municipal staff are active participants in AMCTO and can assist the intern with information in this regard.

Background - Analysis and Options

The Ontario Municipal Internship Program was developed by AMCTO (The Association of Municipal Managers, Clerks and Treasurers of Ontario) in partnership with the Ontario Ministry of Municipal Affairs & Housing (MAH) in order to address the critical need to attract and train the next generation of municipal leaders.

The program provides funding to selected Ontario municipalities in support of their hiring and training of an intern for a 12-month term. During the program year, the interns gain hands-on experience in the key functions involved in managing a municipality. The Host Municipality will designate either the City Manager or a senior member of the Management Team to supervise and mentor the intern during the course of the placement. The program also provides orientation and networking sessions for participants, as well as professional development opportunities provided through MAH and AMCTO. Participants will spend one month of their placement at a MAH Municipal Services Office in order to grasp the complexities of the relationship between the provincial government and local governments.

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The Municipal Internship Program is designed to expose each intern to a variety of key municipal business area through work assignments proposed by the municipality based on a structured Program curriculum. The intern will be assigned as a member of a number of different project teams.

The program will provide up to 50% (approximately \$20,000) toward the funding of intern salaries to each Ontario Municipality that has been selected to act as a host to a program intern for one year. Further details are provided in Attachment 1 – Ontario Municipal Internship Program Host Municipality Application Guidelines.

The City of Vaughan's 2012-2013 application resulted in the City being chosen as one of the host municipalities for the Internship Program and grant. The successful applicant for the internship commenced employment with the City in June 2012 and to date, placements completed include: City Clerk's Office/General Governance, Financial Services, Fire and Rescue Services, Human Resources/Strategic and Corporate Services, Ministry of Municipal Affairs and Housing (secondment). Placements to be completed or in progress for 2013 include: Planning, Engineering & Public Works, Community Services and Enforcement Services. The AMCTO Intern's contributions have provided additional resources to work on various tasks while providing valuable new perspectives to the various departments.

The application deadline for municipalities was January 21, 2013. The City of Vaughan has submitted an application.

Relationship to Vaughan Vision 2020/Strategic Plan

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Regional Implications

N/A

Conclusion

The participation in the Internship program is consistent with the City's Strategic Goals and Objectives and promotes Vaughan as a progressive and future-oriented municipality. In addition, the program will contribute to the growth of qualified professionals in the municipal sector.

Attachments

1. Ontario Municipal Internship Program Host Municipality Application Guidelines.

Report prepared by:

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(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)