**Minutes – Standing Policy Committee on Finance and Economic Development – February 6, 2026**

## REPORTS

### Item No. 2 Application to the Canada-Manitoba Job Grant Program 2025

STANDING COMMITTEE RECOMMENDATION:

The Standing Policy Committee on Finance and Economic Development concurred in the recommendation of the Winnipeg Public Service and recommended to Council:

1. That Canada-Manitoba Job Grant Program funding from the Province of Manitoba, as represented by the Minister of Business, Mining, Trade and Job Creation in the amount of up to $42,204.00, be approved.

2. That the City enter into, execute and deliver a contribution agreement with the Province of Manitoba as represented by the Minister of Business, Mining, Trade and Job Creation and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing ("Ancillary Agreements").

3. That authority be delegated to the Chief Financial Officer to negotiate and approve the terms and conditions of the contribution agreement and the Ancillary Agreements, and such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. That authority be delegated to the Chief Financial Officer to negotiate and approve the terms and conditions of all future, similar agreements with the Province of Manitoba for the Canada-Manitoba Job Grant Program.

5. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

DECISION MAKING HISTORY:

Moved by Councillor Allard,

That the recommendation of the Winnipeg Public Service be concurred in and forwarded to the Executive Policy Committee and Council.

Carried

# ADMINISTRATIVE REPORT

**Title:** Application to the Canada-Manitoba Job Grant Program 2025

**Critical Path:** Standing Policy Committee on Finance and Economic Development – Executive Policy Committee – Council

## AUTHORIZATION

| Author | Department Head | CFO | CAO |
|---|---|---|---|
| S. Mages | D. Clark | T. Graham | J. Dunford |

## EXECUTIVE SUMMARY

The Public Service applied to the Canada-Manitoba Job Grant (CMJG) program. The CMJG program helps employers pay to train new or current employees. Employers need to have a job ready for the trainee when they finish their training. For current employees, the training should improve their skills so they can get a better job or meet the needs of the workplace.

This program can pay for up to 75 percent of training costs, for each person, up to $10,000. The most any employer can get is $100,000 in total. This training helps businesses grow, creates more jobs, and builds a skilled workforce in Manitoba.

The City is to receive $42,204 this year. The Public Service will use the money to buy software upgrades to the Learning Management system. This will help support all employees and for external training.

## RECOMMENDATIONS

1. That Canada-Manitoba Job Grant Program funding from the Province of Manitoba, as represented by the Minister of Business, Mining, Trade and Job Creation in the amount of up to $42,204.00, be approved.

2. That the City enter into, execute and deliver a contribution agreement with the Province of Manitoba as represented by the Minister of Business, Mining, Trade and Job Creation and such other agreements as determined necessary by the City Solicitor / Director of Legal Services to implement the intent of the foregoing (“Ancillary Agreements”).

3. That authority be delegated to the Chief Financial Officer to negotiate and approve the terms and conditions of the contribution agreement and the Ancillary Agreements, and

such other terms and conditions deemed necessary by the City Solicitor / Director of Legal Services to protect the interests of the City.

4. That authority be delegated to the Chief Financial Officer to negotiate and approve the terms and conditions of all future, similar agreements with the Province of Manitoba for the Canada-Manitoba Job Grant Program.

5. That the Proper Officers of the City be authorized to do all things necessary to implement the intent of the foregoing.

## REASON FOR THE REPORT

Council approval is required in order to enter into the contribution agreement with the Province of Manitoba and Ancillary Agreements.

## IMPLICATIONS OF THE RECOMMENDATIONS

The grant money is, in effect, a reimbursement (50 percent) of the City's training costs of all eligible training within a defined period of time. There are financial implications associated with the City funding 50 percent of the training costs; however, these costs are fully budgeted. Operationally, the agreement aligns with the City's application and training can be delivered within the required timelines

## HISTORY/DISCUSSION

The Public Service applied for funding to the Canada-Manitoba Job Grant (CMJG) program for the opportunity to cost share up to 75 percent of direct training costs up to $10,000 per individual participant and to a maximum of $100,000 of total funding.

The CMJG is a cost-shared funding program that provides funding to employers to help cover training costs of new and existing employees to meet business needs, support the development of a highly skilled workforce, boost economic growth, and increase employment opportunities across Manitoba.

Employers must have a job available for the trainee upon successful completion of the training. For existing employees, the purpose of training should be to upgrade their skills, so they may move up to a better job or meet employer needs in the workplace.

The City received funding through the Canada-Manitoba Job Grant (CMJG) in the 2022-2023 uptake. This included funding for both Community Services Department and Purchasing Division(formerly Materials Management).

The City is to receive $42,204 this year.  The grant will be used for software updates and enhancements to the City of Winnipeg Learning Management system which supports all City employees, Winnipeg Police Service employees and external training.

## FINANCIAL IMPACT

**Financial Impact Statement** **Date:** December 24, 2025

**Project Name:** **First Year of Program** **2025**

Application to the Canada-Manitoba Job Grant Program 2025

| | 2025 | 2026 | 2027 | 2028 | 2029 |
|---|---|---|---|---|---|
| **Capital** | | | | | |
| Capital Expenditures Required | $ - | $ - | $ - | $ - | $ - |
| Less: Existing Budgeted Costs | - | - | - | - | - |
| Additional Capital Budget Required | $ - | $ - | $ - | $ - | $ - |
| **Funding Sources:** | | | | | |
| Debt - Internal | $ - | $ - | $ - | $ - | $ - |
| Debt - External | - | - | - | - | - |
| Grants (Enter Description Here) | - | - | - | - | - |
| Reserves, Equity, Surplus | - | - | - | - | - |
| Other - Enter Description Here | - | - | - | - | - |
| Total Funding | $ - | $ - | $ - | $ - | $ - |
| Total Additional Capital Budget Required | $ - | | | | |
| Total Additional Debt Required | $ - | | | | |
| **Current Expenditures/Revenues** | | | | | |
| Direct Costs | $ 42,204 | $ - | $ - | $ - | $ - |
| Less: Incremental Revenue/Recovery | 42,204 | - | - | - | - |
| Net Cost/(Benefit) | $ - | $ - | $ - | $ - | $ - |
| Less: Existing Budget Amounts | - | - | - | - | - |
| Net Budget Adjustment Required | $ - | $ - | $ - | $ - | $ - |

**Additional Comments:**

Direct costs above represents the training costs to be approved and received from the Canada-Manitoba Job Grant Program from the Province of Manitoba, as represented by the Minister of Business, Mining, Trade and Job Creation for Human Resources Services to support and improve the Learning Management System.

*Randy Bernard*

Randy Bernard, CPA
Manager of Finance & Administration (Campus)
Corporate Finance Department

## CONSULTATION

This Report has been prepared in consultation with:

- Corporate Finance
- Legal Services (as to legal issues)

## OURWINNIPEG POLICY ALIGNMENT

1.18 Responsive, Representative and Resilient Workforce

## WINNIPEG CLIMATE ACTION PLAN ALIGNMENT

Consideration was given as to whether this report connects to the Winnipeg Climate Action Plan (CAP), and it was determined that the CAP is not applicable to this specific report.

## WINNIPEG POVERTY REDUCTION STRATEGY ALIGNMENT

Consideration was given as to whether this report connects to the Winnipeg Poverty Reduction Strategy (PRS) and its Goals and Objectives, and it was determined that the PRS is not applicable to this specific report.

## SUBMITTED BY

Department: Human Resource Services
Division: Employee Development
Prepared by: Stephanie Mages
Date: December 23, 2025