



# LAKEHEAD REGION

## CONSERVATION AUTHORITY

### SIXTH REGULAR AUTHORITY MEETING

- DATE:** Wednesday, June 23, 2021
- PLACE:** Lakehead Region Conservation Authority Boardroom  
Via Microsoft Teams
- TIME:** 4:30 p.m., followed by an In-Camera Meeting  
Public participation via Tbaytel teleconference

### AGENDA

1. **ADOPTION OF AGENDA**

Suggested Resolution:

*“THAT: the agenda is adopted as published.”*

2. **DISCLOSURE OF INTEREST**

3. **MINUTES OF PREVIOUS MEETING – pages 1 to 5**

Attached are the Minutes of the Lakehead Region Conservation Authority Fifth Regular Meeting held on Wednesday, May 26, 2021.

Suggested Resolution:

*“THAT: The Minutes of the Lakehead Region Conservation Authority Fifth Regular Meeting held on Wednesday, May 26, 2021, are adopted as published.”*

#### 4. IN-CAMERA AGENDA

Suggested Resolution:

*“THAT: we now go into Committee of the Whole (In-Camera) at \_\_\_\_\_ p.m.”*

*“THAT: we go into Open Meeting at \_\_\_\_\_ p.m.”*

Suggested Resolution:

*“THAT: The In-Camera Minutes of the Lakehead Region Conservation Authority’s, May 26, 2021 meeting be adopted as published.”*

The purpose of the In-Camera Meeting pertains to personnel, property and legal matters.

#### 5. BUSINESS ARISING FROM PREVIOUS MINUTES – pages 6 to 34

(a) File: Indemnification By-Law

Attached on pages 6 to 17 is the final draft Indemnification By-Law that has been updated to be gender neutral. The deferred resolution is presented for consideration.

Suggested Resolution

*“THAT: The Members of the Lakehead Region Conservation Authority authorize the passing of By-Law No. 2/2021: Indemnification.”*

(b) Conservation Authorities Act Review: MECP Phase I Discussion Paper

Attached on pages 18 to 34 is Staff Report CORP-09-2021 related to the Ministry of Environment, Conservation and Parks Environmental Registry of Ontario posting ERO 019-2986: Regulatory proposal (Phase 1) under the *Conservation Authorities Act*. Draft LRCA comments are presented for consideration.

Suggested Resolution

*“THAT: the Board of Directors of the Lakehead Region Conservation Authority approve the draft comments dated June 23, 2021 related to the Ministry of Environment, Conservation and Parks Environmental Registry of Ontario posting ERO 019-2986: Regulatory proposal (Phase 1) under the Conservation Authorities Act **AND FURTHER THAT** a copy of the comments will be posted on the Environmental Registry of Ontario **AND FURTHER THAT** a copy will be sent to the Member Municipalities of the Lakehead Region Conservation Authority; Michael Gravelle, MPP – Thunder Bay Superior North; Judith Monteith-Farrell, MPP- Thunder Bay- Atikokan; and Conservation Ontario.”*

**6. CORRESPONDENCE – pages 35 to 41**

(a) File: Lakehead University Arthur Shewchuk Memorial Bursary

For your information, appearing on pages 35 to 36 is correspondence received from Lakehead University advising that Allison Farrish, first year mechanical engineering program, was the successful recipient of the Arthur Shewchuk Memorial Bursary.

(b) File: Annual Report

Ms. Rebecca Johnson, Councilor at Large with the City of Thunder Bay, sent a note congratulating the LRCA on our 2020 Annual Report.

(c) File: Source Water Protection Program- Private Drinking Water Wells

Attached on pages 37 to 41 are three letters received from Fort Erie, Port Colborne and the Township of South Frontenac encouraging the Premier of Ontario to ensure that people who rely on wells and other private servicing for clean drinking water are afforded the same source water protection as municipal drinking water systems through the Source Water Protection Program

(d) File: Lakehead Conservation Foundation Membership

Ms. Virginia Lane has advised of her resignation from the Lakehead Conservation Foundation.

**7. STAFF REPORTS**

None.

**8. CHIEF ADMINISTRATIVE OFFICER REPORT – pages 42 to 46**

Attached on page 42 is the monthly Treasurer's Report for May's Administration and Capital.

TC Energy Funding

TC Energy has confirmed that the LRCA has been approved to receive \$7,500.00 in funding to support purchasing a new floating dock at Silver Harbour Conservation Area. A similar type of dock that was recently installed at Hurkett Cove Conservation Area will be purchased to replace the existing floating dock that is approaching the end of its useful life.

Governance Accountability and Transparency Initiative

Attached on pages 43 to 46 is Staff Report CORP-08-2021: Governance Accountability and Transparency Initiative. This initiative is led by Conservation Ontario and has been developed in conjunction with a Steering Committee of Conservation Authority CAOs, to proactively

demonstrate commitment to accountability and transparency by all Conservation Authorities in the province.

Suggested Resolution

*“WHEREAS the provincial government has passed legislative amendments related to the governance of Conservation Authorities;*

*AND WHEREAS the Conservation Authorities remain committed to fulfilling accountable and transparent governance;*

*THEREFORE, BE IT RESOLVED THAT the Lakehead Region Conservation Authority endorse the three key actions developed by the Conservation Ontario Steering Committee to update CA Administrative By-laws, to report proactively on priorities, and to promote/demonstrate results;*

*AND THAT staff be directed to work with Conservation Ontario to implement these actions and to identify additional improvements and best management practices.”*

**9. PASSING OF ACCOUNTS**

Resolution for the month of May 2021:

*“THAT: having examined the accounts for the period of May 1, 2021, to May 31, 2021, cheque #2274 to #2295 for \$24,493.29 and preauthorized payments of \$93,273.50 for a total of \$117,766.79, we approve their payment.”*

**10. REGULATORY ROLE – pages 47 to 49**

Due to the meeting being held via teleconference, the circulation of the Plan Input and Review and approved Section 28 permit binders cannot be undertaken. Attached on pages 47 to 48 is the Plan Input and Review Summary for the period of May to June 16, 2021 and attached on page 49 is a summary of Section 28 Permits issued in 2021 to date.

**11. PROJECTS UPDATE**

Bathing Beach Sampling

Staff have begun bathing beach sampling at Hazelwood Lake Conservation Area under the Thunder Bay District Health Unit’s Beach Program. Between June 1<sup>st</sup> and August 31<sup>st</sup>, staff will sample weekly. As part of the operation of the bathing beach area, the water is tested to ensure swimmers are advised of current swimming conditions. High levels of *E. Coli* in recreation water may cause health related problems in swimmers. Staff will post an Advisory at the beach when warranted, per the Bathing Beach Protocol. The last Advisory posted at Hazelwood occurred in 2007.

On June 14, 2021, the MECP advised that they had received a report of suspected blue green algae near the swimming area at Hazelwood Lake Conservation Area. The ministry attended the area and collected samples that were sent to the ministry lab for algae identification and toxin analysis. At the time of agenda preparation, staff were awaiting the results of the analysis and direction from the Thunder Bay District Health Unit on what steps were required to be taken by the LRCA, if any.

### LRCA Community Garden

For your information, the LRCA Community Garden will once again be utilized this season by the RFDA. Usage of the garden is dependent on the RFDA's adherence to the Thunder Bay District Health Unit's COVID-19 Community Garden standards. The RFDA has assured staff that they will adhere to the TBDHU standards and have provided the required paperwork.

### Frog Research at Hazelwood Lake Conservation Area

For your information, staff have granted permission for Dr. Adam Algar, Associate Professor from the Department of Biology at Lakehead University, to conduct ecological research on the gray treefrog at Hazelwood Lake Conservation Area. The research involves the installation of refugia onto trees surrounding breeding ponds. The process is non-invasive, humane, and non-destructive to the ecosystem. The findings of any research will be shared with the LRCA; additionally, this research project enables an excellent partnership and public outreach opportunity for the LRCA and LU. For your information, Dr. Algar has already assisted the LRCA in the creation of the recent frog virtual fieldtrip video and has proven to be an excellent supporter of the Authority and its mandate.

### 2021 VIRTUAL Dorion Birding Festival

The Dorion Birding Festival took place via a Microsoft Teams Live Event on Friday, May 28 from 6:00 p.m. – 8:00 p.m. There were 73 participants logged in to the virtual event, which was slightly more than half of the people registered. Unfortunately, some participants had a difficult time navigating the Eventbrite and Teams event portals, leading to some people not being able to view the presentation. There was nothing that staff could have done to rectify the issue at the time, as there were far too many variables to troubleshoot accurately for each individual experiencing technical issues.

Feedback from those that attended was extremely positive and everyone was extremely appreciative of the effort made by staff to carry this program out. Fortunately, the program was recorded, and has since been uploaded to the LRCA YouTube channel and has been subsequently shared to all registered participants so that those who had technical difficulties were still able to enjoy the festival.

## 2021 Virtual Lakehead Children's Water Festival

Staff provided teachers with a virtual version of the Water Festival in lieu of the regular, in-person Festival typically held the first week of June at the LRCA Administrative Office. Staff produced a high-quality video consisting of several of the activity centers from the festival; staff were also able to incorporate a recording of the popular Ontario Power Generation activity center. A few printable activities were also provided to teachers.

## 2021 Summer Events

Please note that while the Hazelwood Lake Family Fun Day and Silver Harbour Day public events are tentatively scheduled for Sunday, July 18 and Saturday, August 28 respectively, it is still unlikely that either event will be able to occur in their usual formats as there is still uncertainty surrounding the allowable outdoor group size limits. Staff will continue to monitor the various orders and recommendations during the province's scheduled reopening and will make decisions regarding events accordingly. These two events typically have between 200-500 people visit Hazelwood and Silver Harbour Conservation Areas, and staff will only proceed with any form of event if it is safe and responsible to do so, taking into consideration the health and safety of staff, volunteers and the public while also keeping the optics of hosting large public events top of mind.

### **12. NEW BUSINESS**

### **13. NEXT MEETING**

Wednesday, August 25, 2021, at 4:30 p.m.

### **14. AJOURNMENT**

#### Suggested Resolution:

***"THAT: the time being \_\_\_\_\_ p.m. AND FURTHER THAT there being no further business we adjourn."***

## **2021 EVENTS/MEETINGS**

|                               |  |
|-------------------------------|--|
| Thursday, June 24, 2021       | Living Classroom Program                             |
| Sunday, July 18, 2021         | Hazelwood Lake Family Fun Day                        |
| Thursday, July 22, 2021       | Living Classroom Program                             |
| Wednesday, August 25, 2021    | LRCA Board Meeting                                   |
| Thursday, August 26, 2021     | Living Classroom Program                             |
| Saturday, August 28, 2021     | Silver Harbour Day                                   |
| Sunday, September 12, 2021    | Fall Mushroom Hike                                   |
| Thursday, September 16, 2021  | Living Classroom Program                             |
| Wednesday, September 29, 2021 | LRCA Board Meeting                                   |
| Thursday, September 30, 2021  | Fall Photography Workshop (Living Classroom Program) |
| Saturday, October 2, 2021     | Fall Waterfowl Viewing Day                           |
| Thursday, October 7, 2021     | Living Classroom Program                             |
| Wednesday, October 27, 2021   | LRCA Board Meeting                                   |
| Wednesday, November 24, 2021  | LRCA Board Meeting                                   |
| Thursday, December 9, 2021    | Holiday Gathering                                    |

**\*\*All events are tentative and are subject to current COVID-19 restrictions.**



# LAKEHEAD REGION

## CONSERVATION AUTHORITY

Minutes of the Fifth Regular Meeting of the Lakehead Region Conservation Authority held on Wednesday, May 26, 2021, via Microsoft Teams. The Chair called the Meeting to order at 4:30 p.m.

**PRESENT:** Donna Blunt, Chair  
Grant Arnold, Vice-Chair  
Joel Brown  
Rudy Buitenhuis  
Erwin Butikofer  
Andrew Foulds  
Trevor Giertuga  
Andrea Goold  
Umed Panu  
Allan Vis  
Jim Vezina

**ALSO PRESENT:** Tammy Cook, Chief Administrative Officer  
Mark Ambrose, Finance Manager  
Gail Willis, Watershed Manager  
Ryne Gilliam, Lands Manager  
Ryan Mackett, Communications Manager  
Melanie O’Riley Receptionist/Admin Clerk, recorder of Minutes

**1. ADOPTION OF AGENDA**

Resolution #60/21

Moved by Grant Arnold, Seconded by Joel Brown

***“THAT: the Agenda be adopted as published.” CARRIED.***

**2. DISCLOSURE OF INTEREST**

None.



**3. MINUTES OF PREVIOUS MEETING**

Resolution #61/21

Moved by Rudy Buitenhuis, Seconded by Erwin Butikofer

***“THAT: the Minutes of the Lakehead Region Conservation Authority Fourth Regular Meeting held on Wednesday, April 28, 2021, are adopted as published.” CARRIED.***

**4. IN-CAMERA AGENDA**

Resolution #62/21

Moved by Andrew Foulds, Seconded by Umed Panu

***“THAT: we now go into Committee of the Whole (In-Camera) at 4:32 p.m.” CARRIED.***

Resolution #63/21

Moved by Andrea Goold, Seconded by Allan Vis

***“THAT: we go into Open Meeting at 4:54 p.m.” CARRIED.***

Resolution #64/21

Moved by Jim Vezina, Seconded by Joel Brown

***“THAT: the In-Camera Minutes of the Lakehead Region Conservation Authority’s, April 28, 2021 meeting be adopted as published.” CARRIED.***

Resolution #65/21

Moved by Grant Arnold, Seconded by Andrea Goold

***“THAT: the Staff Report FIN-08-2021 be adopted AND FURTHER THAT the recommendation contained therein be endorsed.” CARRIED.***

The purpose of the In-Camera Meeting pertained to personnel.

**5. BUSINESS ARISING FROM PREVIOUS MINUTES**

(a) File: 2020 Annual Report

It was noted that the 2020 LRCA Annual Report had been printed and was distributed to residents via the Chronicle Journal on Saturday, May 29, 2021.

**6. CORRESPONDENCE**

None.

**7. STAFF REPORTS**

None.

**8. CHIEF ADMINISTRATIVE OFFICER REPORT**

Members were provided with the monthly Treasurer's Report for April's Administration and Capital.

It was noted that Staff have begun the 2022 budget process. The draft 2022 budget will be presented at the August Board Meeting, with approval in November.

Members were advised that the Department of Fisheries and Oceans (DFO) has contracted the LRCA to conduct five inspections of the Wolf River Sea Lamprey Barrier and portage in the Township of Dorion.

Members reviewed and discussed Staff Report CORP-06-2021 related to the MECP Discussion Paper: *Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities*. The CAO provided a brief presentation outlining the paper. Members were advised that Conservation Ontario is compiling comments and will submit comments of behalf of the collective. Members were encouraged to submit their own comments through their Municipalities. Additional information will be sent to the Member Municipalities outlining the main issues and concerns identified by staff. Draft comments from the LRCA will be presented at the next meeting for consideration and approval prior to submission to the Environmental Registry of Ontario posting which closes on June 27, 2021.

Resolution #66/21

Moved by Grant Arnold, Seconded by Joel Brown

***"THAT: Staff Report CORP-06-2021 be received."* CARRIED.**

Members discussed and reviewed Staff Report CORP-07-2021 related to the draft Indemnification By-Law. Staff were directed to update the document to be gender neutral.

Resolution #67/21

Moved by Andrew Foulds, Seconded by Jim Vezina

***"THAT: By-Law No. 2/2021: Indemnification approval be deferred to the June 23, 2021 Meeting for approval."* CARRIED.**

**9. PASSING OF ACCOUNTS**

Resolution #68/21

Moved by Grant Arnold, Seconded by Andrew Foulds

*“THAT: having examined the accounts for the period of April 1, 2021 to April 30, 2021 cheque #2261 to #2273 for \$75,305.49 and preauthorized payments of \$122,766.88 for a total of \$198,072.37, we approve their payment.” CARRIED.*

**10. REGULATORY ROLE**

Members were provided with the Plan Input and Review Summary for the period of April to May 19, 2021 and a summary of Section 28 permits issued to date in 2021.

**11. PROJECTS UPDATE**

It was noted that on May 4, 2021, the CAO attended virtually the annual Kam River Standing Advisory Committee meeting.

Members were advised the LRCA participated in the Kam River Dam Safety Emergency Preparedness and Response Plan call test related to the Dam Safety program for the Kakabeka Falls hydro generation dam on May 18, 2021.

It was noted that Lake Superior water levels remained above average.

It was noted that during the month of June, the LRCA will be flying the pride flag alongside the Canada and Ontario flags.

It was noted that Staff will be providing some form of virtual Children’s Water Festival in June.

It was noted that 132 people had signed up for the Virtual Dorion Birding Festival as of the day of the meeting.

It was noted that the LRCA is partnering with the City of Thunder Bay as part of their larger Canada Day weekend celebrations. The City of Thunder Bay will be contributing \$2,000.00 to the LRCA for this project, and the LRCA will be offering free access to all Conservation Areas from July 1-4, 2021.

**12. NEW BUSINESS**

None.

**13. NEXT MEETING**

It was the consensus of the Board to move the next meeting date from June 30, 2021 to June 23, 2021, at 4:30 p.m. in order to provide the opportunity for the Board to review and approve comments from the LRCA on the MECP discussion paper related to Conservation Authorities, prior to the June 27, 2021 Environmental Registry of Ontario commenting deadline.

**14. AJOURNMENT**

Resolution #69/21

Moved by Allan Vis, Seconded by Andrea Goold

***“THAT: the time being 6:01 p.m. AND FURTHER THAT there being no further business we adjourn.” CARRIED.***

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Chair

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Chief Administrative Officer



|                   |                                    |                       |               |
|-------------------|------------------------------------|-----------------------|---------------|
| <b>Section:</b>   | By-laws                            |                       |               |
| <b>Title:</b>     | By-Law No. 2/2021: Indemnification |                       |               |
| <b>Resolution</b> |                                    | <b>Approval Date:</b> | June 23, 2021 |
| <b>Revisions</b>  |                                    |                       |               |

A By-Law to provide protection against pecuniary loss or liability for Authority board members and employees,

**WHEREAS** the Authority is, pursuant to the *Conservation Authorities Act*, a body corporate;

**AND WHEREAS** the Authority is authorized under the *Conservation Authorities Act* to make by-laws, including by-laws respecting the financial affairs of the Authority, and to carry on in all aspects of the operation of a Conservation Authority;

**AND WHEREAS** sections 80 and 133 of the *Corporations Act* authorize an Authority to pass bylaws to indemnify and save harmless out of the Authority's funds directors and officers, which for the intent and purpose of this by-law includes employees, of the Authority;

**AND WHEREAS** clause 129(1) (h) of the *Corporations Act* authorizes the Authority to pass by-laws for the appointment and remuneration of employees of the Authority;

**AND WHEREAS** clause 23(1) (g) and subsection 133(1) of the *Corporations Act* authorize the Authority to make payments for insurance for employees or for similar objects;

**AND WHEREAS** clause 23(1) (v) and subsection 133(1) of the *Corporations Act* authorize the Authority to do all things incidental to the attainment of the objects set out in the instruments under which the Authority was incorporated;

**AND WHEREAS** the Lakehead Region Conservation Authority is a local board for the purposes of the *Municipal Conflict of Interest Act*;

**AND WHEREAS** section 14 of the *Municipal Conflict of Interest Act* provides that a local board may pass by-laws to enable the local board to act as an insurer to protect a member of the local

board who has been found not to have contravened section 5, 5.1, or 5.2 of the *Municipal Conflict of Interest Act* against any costs or expenses incurred by the Member as a result of a proceeding brought under that legislation, and for paying on behalf of or reimbursing the member for any such costs or expenses in that regard;

**AND WHEREAS** it is advisable to protect Members of the Board of Directors and Employees of the Authority that are acting in good faith and within the scope of their duties against pecuniary losses, liabilities, risks, costs and expenses that relate to their offices or arise because of their being, or having been, Members or Employees;

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE LAKEHEAD REGION CONSERVATION AUTHORITY ENACTS AS FOLLOWS:

## **1.0 Definitions**

In this By-Law, unless a contrary intention appears,

- 1.1 “Authority” means the Lakehead Region Conservation Authority;
- 1.2 “Authority Legal Counsel” means legal counsel employed or retained to represent the interests of the Authority, including their designates;
- 1.3 “Board of Directors” means the Board of Directors of the Authority;
- 1.4 “By-law” means this By-law, as it may be amended from time to time;
- 1.5 “CAO” means the person within the Authority’s employ who holds the title of “Chief Administrative Officer,” including their designates;
- 1.6 “Claimant” means a Member or Employee who claims coverage pursuant to this By-law;
- 1.7 “Employee” means a person who is a salaried officer, or any other person in the employ of the Authority and includes a former Employee;
- 1.8 “Member” means a person who is a Member of the Board of Directors of the Authority and includes a former Member;

- 1.9 “Proceeding” means any civil, criminal or administrative action or proceeding initiated or claim made by a Third Party arising out of acts or omissions done or made (or alleged to be done or made) by a Claimant acting in their capacity as a Member or Employee or as a result of the Claimant having status as a Member or Employee;
- 1.10 “Third Party” means any person including the Crown, except:
- a) a Member or Employee acting in their capacity as such; or
  - b) the Authority;

## **2.0 Interpretation Rules**

In this By-law,

- 2.1 wherever this By-law refers to a person or thing with reference to gender or the gender neutral, the intention is to read the By-law with gender applicable to the circumstances;
- 2.2 references to items in the plural include the singular, as applicable;
- 2.3 the words “include”, “including”, “included” or “includes” are not to be read as limiting the phrases or descriptions that precede or follow them; and
- 2.4 headings are inserted for ease of reference only and are not to be used as interpretation aids.

## **3.0 Statutes**

Unless otherwise defined, specific references to statutes in this By-law are printed in italic font and are meant to refer to the current statutes applicable within the Province of Ontario as at the time this By-law was enacted, as they are amended and revised from time to time.

## 4.0 Indemnity for Members

4.1 The Authority shall, subject to the provisions of this By-law, indemnify a Member who was at all material times acting in good faith and within the scope of their duties in respect of the matter and to the extent provided herein in respect of any Proceeding brought against such Member by a Third Party arising out of acts or omissions done or made by such Member in their capacity as a Member or by reason of being a Member, including, without limitation:

4.1.1 while acting in the performance of any statutory duty; and

4.1.2 while being or acting as an appointee, nominee, delegate, member, officer or in any other capacity on a Committee, Commission, Authority, Association or other body pursuant to the direction, request or other authority of the Authority.

4.2 Subject to the provisions of this By-law, the Authority shall indemnify a Member by:

4.2.1 assuming the cost of defending the Member in the Proceeding;

4.2.2 assuming the cost of representation where a Member is compelled to give evidence in a Proceeding by reason of being or having been a Member;

4.2.3 paying any fines, monetary penalties, damages or costs imposed on or awarded against that Member as a result of the Proceeding;

4.2.4 paying, either by direct payment or reimbursement, any expenses reasonably incurred by that Member as a result of the Proceeding; and

4.2.5 paying any sum required in connection with the settlement of the Proceeding.



- 4.3 In the case of a Proceeding under the *Municipal Conflict of Interest Act*, the following shall apply:
- 4.3.1 the indemnity is limited to the costs and expenses reasonably incurred by the Member as a result of the Proceeding brought under that statute;
  - 4.3.2 the Member is not entitled to any indemnity unless such Member is found not to have contravened Section 5, 5.1 or 5.2 of that statute;
  - 4.3.3 legal counsel approved by the CAO shall be retained by the Member directly; and
  - 4.3.4 no payment shall be made or liability shall be assumed by the Authority unless and until the conditions in clause 4.3.2 hereof have been met.

## 5.0 Indemnity for Employees

- 5.1 The Authority shall, subject to the provisions of this By-law, indemnify an Employee who was at all material times acting in good faith and within the scope of their duties in the manner and to the extent provided herein in respect of a Proceeding brought against such Employee by a Third Party arising out of acts or omissions done or made by such Employee as an Employee or by reason of their being or having been an Employee, including while acting in the performance of a statutory duty.
- 5.2 Subject to the provisions of this By-law, the Authority shall indemnify an Employee by:
- 5.2.1 assuming the cost of defending the Employee in the Proceeding;
  - 5.2.2 assuming the cost of representation where an Employee is compelled to give evidence in a Proceeding by reason of being or having been an Employee;
  - 5.2.3 paying any fines, monetary penalties, damages or costs imposed on or awarded against the Employee as a result of the Proceeding;
  - 5.2.4 paying, either by direct payment or by reimbursement, any expenses reasonably incurred by such Employee as a result of the Proceeding; and

5.2.5 paying any sum required in connection with the settlement of the Proceeding.

## **6.0 Indemnity - Other**

6.1 In addition to the persons covered in sections 4 and 5 of this By-law, the Authority may:

- a) on a case by case basis; and
- b) in the Authority's sole and absolute discretion;

provide indemnity to any person that the Authority is authorized by law to provide indemnity to and do so in accordance with the provisions of this by-law or as otherwise stipulated by the Authority.

6.2 With respect to a proceeding that is brought against a Member or Employee by a person who is not a Third Party, the Board of Directors may:

- a) on a case by case basis; and
- b) in its sole and absolute discretion;

provide indemnity to such Member or Employee in accordance with the provisions of this by-law or as otherwise stipulated by the Authority.

## **7.0 Exclusions**

7.1 The obligations of the Authority in this By-law shall not apply:

- 7.1.1 where the Proceeding has arisen out of the dishonest, fraudulent or malicious act of the Claimant, or the Claimant's willful or reckless violation of any law, duty, contract or obligation;
- 7.1.2 where the Claimant is acting or proceeding in a manner that is contrary to a decision or position of the Authority;
- 7.1.3 where the Claimant has failed to comply with the provisions of this By-law, unless strict compliance has been waived by a Resolution of the Board of Directors;

- 7.1.4 to the extent by which the Authority is prejudiced, where the claim is of a nature covered by an insurance policy or indemnity, whether placed or provided by the Authority, the Claimant or otherwise, and there has been a policy violation or other act on the part of the Claimant prejudicing the right of indemnity under that policy or other right of indemnity; and
- 7.1.5 to any Claimant in respect of whom the Authority has agreed to provide indemnity under a collective agreement or employment agreement and the rights of such persons and any union, association or other organization representing the Claimant shall be governed solely by such agreement and not by any of the provisions of this By-law, whether or not such agreement extends to any or all of the kinds of indemnities or other protections provided for in this By-law.
- 7.2 The liability of the Authority under this By-law shall be reduced by the amount of indemnity paid pursuant to an insurance policy or indemnity as referred to in Section 7.1.4 of this By-law and, at the reasonable request of the Authority, the Claimant shall assign to the Authority the Claimant's rights pursuant to that insurance policy or indemnity and to any amount payable under it.
- 7.3 Notwithstanding that the Authority may have assumed the defence of a Proceeding or the cost thereof, it shall be deemed to have reserved its rights with respect to the applicability of any exclusion under this By-law.
- 7.4 The Authority may waive the reservation of rights referred to in Section 7.3, subject to such conditions as the Authority deems appropriate in the circumstances.
- 7.5 The provisions of this By-law are intended to supplement the protection provided by policies of insurance. For purposes of clarity, there is no entitlement to any coverage under this By-law when the Claimant has or had insurance coverage pursuant to an insurance policy, whether placed or provided by the Authority, the Claimant or otherwise, with respect to the proceeding and coverage under any policies of insurance that the Claimant may have in respect of such proceeding must first be exhausted before any right to indemnity under this By-law may be triggered.

## **8.0 Limit of Coverage**

- 8.1 Subject to Section 14.3, the maximum amount for which the Authority may be liable hereunder (inclusive of claims, costs, expenses and any other amounts) shall not exceed \$1,000,00.00 in respect of any claim or combination of claims arising under the same circumstances, made against a Claimant.

## **9.0 If CAO is Claimant**

If the Claimant is the current CAO, the Board of Directors shall designate the Finance Manager of the Authority, or, in the alternative, such other person as approved by the Board of Directors, to carry out the duties under this By-law assigned to the CAO; however, any decisions that the CAO would make under the By-law shall be made by the Board of Directors.

## **10.0 Notice to Authority**

- 10.1 A Claimant shall promptly give written notice to the CAO of any threatened or actual Proceeding. Where a Claimant is served with any process or notice with respect to a Proceeding, the Claimant shall immediately deliver a true copy of the document to the CAO.
- 10.2 A Claimant shall, concurrently with giving notice under section 10.1 of this By-law, provide the CAO with full written particulars of any other insurance or indemnity providing coverage to the Claimant.
- 10.3 In the event that a Claimant fails to give such notice, deliver such document, or provide such full written particulars to the CAO within 30 days of receipt of such notice or such document by the Claimant, the Claimant shall not be entitled to indemnity under this By-law.

## **11.0 Determination of Coverage**

- 11.1 Subject to sections 7.1.3 and 9, the CAO shall determine, in the CAO's sole and absolute discretion, whether or not a Claimant is covered under the provisions of this By-law.

- 11.2 In the event that a Claimant commences a legal proceeding to enforce a claim for indemnity under this By-law, such legal proceeding must be commenced within 90 days of the receipt of the determination made by the Authority regarding the Claimant's coverage request.

## **12.0 Legal Counsel**

- 12.1 The Authority's Legal Counsel may, in appropriate cases, provide representation to a Claimant at the cost of the Authority and the Authority may take general carriage of any Proceeding where the Authority and the Claimant are both parties to the Proceeding, and it is in the interest of the Authority to do so.
- 12.2 The Authority may apply for party, intervener or other status in any Proceeding in which a Claimant is or may be involved if to do so is in the interests of the Authority, and the Authority's Legal Counsel may, in proper cases, also represent the Claimant, or take general carriage of the Proceeding, at the cost of the Authority.
- 12.3 Despite any other provision of this By-law, any Legal Counsel retained by the Authority's Insurer to defend any Proceeding shall also represent the Claimant with respect to that Proceeding unless the Authority requires or consents, in writing, to the retainer of different Legal Counsel.
- 12.4 Except as otherwise provided in this By-law, the Authority shall have the right to select and retain Legal Counsel to represent the Claimant in any Proceeding.
- 12.5 Notwithstanding section 12.4, a Claimant that the Authority has determined is entitled to coverage under this By-law may request, in writing, approval of the CAO of Legal Counsel of the Claimant's own choice, to represent the Claimant in the Proceeding, and such a request shall include the name and contact information of such Legal Counsel, together with a statement of such Legal Counsel's rates, fees charged and experience.
- 12.6 The CAO of the Authority shall, within 10 working days from receiving the request under Section 12.5, in the CAO's sole and absolute discretion, approve the request or deny the request and appoint Legal Counsel of the Authority's choice and, in either case, advise the Claimant in writing.
- 12.7 If a Claimant's request to use Legal Counsel of the Claimant's choice is denied, and the Claimant still wishes to use that Legal Counsel, such costs shall be the responsibility of the Claimant. For purposes of clarity, the Claimant has no authority to retain legal counsel to represent the Authority. The Authority may, at all times, retain legal counsel of its own choosing to protect its interests.

- 12.8 If, after 10 working days from receiving the request, the CAO has not advised the Claimant in writing of the disposition of the Claimant's request, the Claimant may retain their choice of Legal Counsel to act on their behalf until the Authority retains Legal Counsel.
- 12.9 If the Authority retains other Legal Counsel to act on behalf of the Claimant in place of Legal Counsel originally retained by the Claimant in accordance with Sections 12.5 and 12.8, the Authority shall, subject to the *Solicitors Act*, pay to the Claimant's Legal Counsel all of their reasonable legal fees and disbursements from the time that the Claimant retained such Legal Counsel, until replaced by Legal Counsel retained by the Authority.
- 12.10 Subject to the requirements of the Law Society of Upper Canada, all Claimant Legal Counsel in any Proceeding shall co-operate fully with, and provide all relevant information to, the Authority's Legal Counsel.
- 12.11 Unless otherwise agreed to by the CAO, Legal Counsel retained by the Claimant shall render detailed accounts to the Claimant on a monthly basis for all services rendered in the immediately preceding month, and shall deliver such statements of account to both the Claimant and the CAO. Upon approval of such accounts by the Claimant and the CAO, the Authority shall pay such accounts. Legal accounts may, at the request of the Authority or the Claimant, be submitted for assessment in accordance with the *Solicitors Act* and the Authority shall not be liable for payment of an account which has been assessed, unless it has been given notice of and the full opportunity to participate in the assessment process.

### **13.0 Costs**

- 13.1 No costs, expenses or other liability shall be incurred or assumed on behalf of the Authority under any circumstances without the prior written approval of the CAO.
- 13.2 Where the Authority has provided indemnity to a Claimant pursuant to this By-law, and costs are awarded in favour of that Claimant in the Proceeding, the Claimant shall assign the amount of the costs award and the right to collect it to the Authority.

## 14.0 Settlements

- 14.1 The Authority, at its option, shall have the right at its own expense to investigate any claim and may negotiate the settlement of any claim, or any aspect of any claim, including any non-monetary terms of settlement, as it deems expedient but the Authority shall not commit the Claimant to any settlement without the Claimant's consent, unless the failure to settle results or may result in any continuing liability, including but not limited to vicarious liability, to which the Authority may be exposed, but which would have been released by such settlement. In that case, the Authority has the right to settle the claim to the extent required to obtain a release of the Authority from liability and to decline indemnity of the Claimant if the Claimant fails to join in the implementation of the settlement as may be required by the Authority.
- 14.2 If the Claimant's consent is required and the Claimant refuses to consent to any settlement recommended by the Authority, and the Claimant elects to contest the claim or continues to defend the Proceeding in connection with such claim, then, subject to the provisions of this By-law, the Authority's limit of liability for the claim or for indemnity of the Claimant shall not exceed the amount for which the claim could have been settled, including costs, charges and expenses incurred with the Authority's consent up to the date of the refusal of the Claimant to settle.
- 14.3 In the event that the Authority elects to reject a formal written settlement offer and elects to contest the claim or continue any Proceeding in connection with such claim and the rejected settlement was within the maximum limit of liability provided for in Section 8.1 of this By-law, the Authority shall be liable for any amount awarded against the Claimant in excess of the maximum otherwise applicable.

## 15.0 Cooperation

A Claimant shall at all times co-operate fully with the Authority and the Authority's Legal Counsel and shall make available to the Authority's Legal Counsel all information and documents relevant to the matter as are within the Claimant's knowledge, possession or control. A Claimant shall not do anything to compromise or prejudice the position of the Authority in the Proceeding. A Claimant shall attend at all Proceedings, and all meetings related to the Proceedings, when required to do so by operation of law or when requested to do so by the Authority's Legal Counsel or CAO.

## 16.0 Rights to Terminate or Amend

- 16.1 The Authority shall, in its sole and absolute discretion, be entitled to terminate or change its obligations under this By-law by repealing or amending this By-law or, on a case by case basis, increasing the limit of coverage otherwise available, provided that the repeal or amendment of this By-law shall not prejudice the rights of a Claimant in respect of a Proceeding that was commenced prior to such repeal or amendment.

## 17.0 By-Law not to have Retroactive Effect

This By-law only applies to claims for indemnity respecting any Proceedings commenced after the effective date of this By-law. It does not apply to Proceedings that were commenced, continued, or concluded prior to its coming into effect.

## 18.0 Appeals

Where an individual seeks to appeal a judgment in a covered proceeding, the Authority shall have the sole and absolute discretion to determine whether an appeal should be pursued, and whether the cost of the appeal will be covered by this By-law. If a Claimant pursues an appeal without representation by the Authority and is successful in that appeal, the Authority may, in its sole and absolute discretion, indemnify the Claimant for the Claimant's legal fees or a part thereof.

## 19.0 Short Title

This By-law shall be known as the "Indemnification By-law".

## 20.0 Effective Date

This By-law shall come into force and take effect on the date of its final passing.

READ A FIRST, SECOND, AND THIRD TIME AND PASSED THIS \_\_\_\_\_ DAY of \_\_\_\_\_, 2021.

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Donna Blunt, Chair

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Tammy Cook, Chief Administrative Officer





# LAKEHEAD REGION

CONSERVATION AUTHORITY

|                      |  |                   |              |
|----------------------|--|-------------------|--------------|
| <b>PROGRAM AREA</b>  | CORPORATE  | <b>REPORT NO.</b> | CORP-09-2021 |
| <b>DATE PREPARED</b> | June 15, 2021  | <b>FILE NO.</b>   | 35-2-1       |
| <b>MEETING DATE</b>  | June 23, 2021  |                   |              |
| <b>SUBJECT</b>       | LRCA draft comments on ERO Posting – MECP Discussion Paper: Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities |                   |              |

## RECOMMENDATION

### Suggested Resolution

***“THAT:*** *the Board of Directors of the Lakehead Region Conservation Authority approve the draft comments dated June 23, 2021 related to the Ministry of Environment, Conservation and Parks Environmental Registry of Ontario posting ERO 019-2986: Regulatory proposal (Phase 1) under the Conservation Authorities Act* **AND FURTHER THAT** *a copy of the comments will be posted on the Environmental Registry of Ontario* **AND FURTHER THAT** *a copy will be sent to the Member Municipalities of the Lakehead Region Conservation Authority; Michael Gravelle, MPP – Thunder Bay Superior North; Judith Monteith-Farrell, MPP- Thunder Bay- Atikokan; and Conservation Ontario.”*

## LINK TO STRATEGIC PLAN

All sections of the Strategic Plan are impacted by the MECP Discussion Paper.

## EXECUTIVE SUMMARY

The Ministry of Environment, Conservation and Parks is progressing towards the release of updated *Conservation Authorities Act* regulations and as part of the consultation process has released a Regulatory Proposal Consultation Guide: Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities on the Environmental Registry of Ontario (ERO).

As a follow up to the May 2021 Board Meeting, staff have drafted comments on the consultation paper for consideration by the Board. The approved comments will be submitted to the ERO prior to the June 27, 2021 deadline.

## DISCUSSION

On May 13, 2021 the Ministry of Environment, Conservation and Parks (MECP) released the *Regulatory Proposal Consultation Guide: Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities*, attached. This is phase-

one of a two-phase process. The document has been posted on the Environmental Registry for a period of 45 days, with comments on the document to be submitted by June 27, 2021. A summary of the proposal is attached (Attachment #1), with the full guide provided previously in Staff Report CORP-06-2021.

The City of Thunder Bay (Attachment #3), Municipality of Oliver Paipoonge (Attachment #4) and the Township of Gillies have passed resolutions to submit comments on the ERO posting recommending the main issues brought forward by the CAO (i.e. need to provide adequate provincial funding, ability to decide if a Public Advisory Board is required by the individual Conservation Authority and recreation remain as a mandatory program).

Attached (Attachment #2) are draft comments on the proposal that are recommended to be submitted on behalf of the LRCA.

### **FINANCIAL IMPLICATIONS**

The financial implications related to the proposed regulations are not fully understood at this time; however, may include:

- Reduction in education and stewardship programming if outside funding is not obtained and member municipalities do not support funding these programs through levy. Currently these program areas do not use municipal levy.
- Closure or a reduction in service at Conservation Areas if recreation is deemed non-mandatory and member municipalities do not support funding these programs through levy. Municipal levy is currently used to operate Conservation Areas.
- Increase in municipal levy to enable the completion of all mandatory strategies and plans (which may require the hiring of additional staff if the current staff capacity can not meet the imposed deadlines), costs associated with the development of Memorandums of Understanding for non-mandatory programs (i.e. legal costs, etc.) and administer and maintain mandatory Public Advisory Boards.

### **CONCLUSION**

Overall the proposed regulations will require the LRCA to complete many tasks and form a Community Advisory Board, which will require substantial effort by staff. Depending on further guidance from the Province, the capacity of staff will be reviewed to ensure that all requirements can be met within any prescribed timelines.

The drafted comments are proposed for consideration. Once approved the final comments will be submitted to the ERO and copied to the parties as noted in the resolution.

Staff will continue to keep apprised of the on-going changes to the *Conservation Authorities Act* and when warranted will alter operations to ensure compliance with the Act. The Board will be updated as warranted.

## BACKGROUND

Over the past several years, the *Conservation Authorities Act* has been changed by the province. The *Conservation Authorities Act*, as amended by the *Building Better Communities and Conserving Watersheds Act, 2017*, required all Conservation Authorities by December 12, 2018 to have Administrative By-laws enacted to ensure that all Conservation Authorities had a framework to ensure proper administration. The updated by-law, which was approved by the LRCA Board on September 26, 2018, includes provisions making key documents publicly available; including meeting agendas, meeting minutes and annual audits, which already addresses proposed legislation in Bill 229 making those documents public.

On April 5, 2019, the Ministry of Environment, Conservation and Parks (MECP) posted two Environmental Registry of Ontario postings to amend the CA Act with the intent to focus Conservation Authorities on delivering their core mandate and to improve governance, with the details to be prescribed in regulation. These changes were posted with no consultation with Conservation Ontario or the Conservation Authorities and were passed in June 2019 under Bill 108. After the passing, individual briefings were held with Conservation Authorities and Minister's staff, ministry staff and local MPPs (October to November 2019) and general consultations were held with stakeholders early in 2020. The results of the consultations have yet to be made public.

On November 5, 2020, the province released their budget Bill 229; Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020. Bill 229 included amendments to 44 Acts, including Schedule 6, the *Conservation Authorities Act*. These new amendments are described in the Environmental Registry (ERO) posting "to improve transparency and consistency in conservation authority operations, strengthen municipal and provincial oversight and streamline conservation authority roles in permitting and land use planning".

While previously proposed changes to the act have been proposed on the ERO for a period of public comment, these new changes were posted on the ERO for "information only using Section 33 of the Environmental Bill of Rights, 1993 (EBR) which exempts proposals from the public consultation requirements under the EBR if the proposal forms part of or gives effect to a budget or economic statement presented for the Legislative Assembly". MECP held a briefing webinar with Conservation Authorities on November 9, 2020, during which they provided an overview of Schedule 6; however, could not answer the majority of the questions posed regarding the intent or clarifying some of the changes. It is understood that MECP also held webinars between November 13-17<sup>th</sup> with municipalities and stakeholders.

Staff participated in a meeting with MPP Judith Monteith-Farrell, MNRF critic, on November 13, 2020 to express concerns related to Bill 229. She had previously met with Kim Gavine, General Manager from Conservation Ontario. The Chair and CAO have engaged with local media related to Bill 229. On December 6, 2020 Judith Monteith-Farrell send a letter to the Premier calling on the government to withdraw Schedule 6 from Bill 229. Both MPP Judith Monteith-Farrell and Michael Gravelle received petition style emails from supporters in their ridings, which prompted them to forward them onto the respective Ministers petitioning for the removal of the Schedule.

Supporting resolutions and resolutions to withdraw Schedule 6 were passed by the Municipality of Shuniah, Township of O'Connor, City of Thunder Bay, Municipality of Neebing and Municipality of Oliver Paipoonge.

The LRCA Board of Directors passed the following resolution at their November 25, 2020 Board Meeting:

***"WHEREAS** the Province has introduced Bill 229, Protect, Support and Recover from COVID-19 Act – Schedule 6 – Conservation Authorities Act;*

***AND WHEREAS** the proposed changes will limit Conservation Authorities ability to ensure people and property are protected from natural hazards and result in short- and long-term negative impacts to the environment;*

***THEREFORE BE IT RESOLVED THAT** the Lakehead Region Conservation Authority Board of Directors request the removal of Schedule 6 from Bill 229, and that a copy of this resolution be forwarded to Premier Doug Ford, Judith Monteith Farrell MPP, Michael Gravelle MPP, and Ministers of Environment Conservation and Parks, Natural Resources and Forestry, Municipal Affairs and Housing and Finance and all Member Municipalities of the Lakehead Region Conservation Authority."*

On February 2, 2021 several additional sections to the *Conservation Authorities Act* were proclaimed, including sections related to: aboriginal or treaty rights; Board composition; potential appointment of an Agricultural representative; term of Chair and Vice Chair; posting of agendas and minutes; powers of authorities; Minister's ability to appoint an investigator/administrator; removal of expropriation powers; Minister can delegate his/her powers under the Act to an employee in the Ministry; and accounting/audit requirements.

On March 5, 2021, the LRCA requested an exception from the Minister regarding the two-year limit on the term of the Chair and Vice-Chair. On March 22, 2021, the Minister granted the exception, thereby permitting the current Chair and Vice-Chair, if elected, to hold the position of Chair and Vice-Chair in 2022.

#### **REFERENCE MATERIAL ATTACHED**

Attachment #1 – Summary of MECP Regulatory Proposal Consultation Guide: Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities


Attachment #2 – LRCA Draft Comment Letter, dated June 23, 2021

Attachment #3 – City of Thunder Bay ERO Comments

Attachment #4 – Municipality of Oliver Paipoonge ERO Comments

**PREPARED BY:**

Tammy Cook, CAO

|   |                                  |
|---|----------------------------------|
| <p>THIS REPORT SIGNED AND VERIFIED BY:</p>  <p>Tammy Cook<br/>Chief Administrative Officer</p> | <p>DATE:</p> <p>June 16/2021</p> |
|---|----------------------------------|

## Attachment #1

## **Summary of MECP Regulatory Proposal Consultation Guide: Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities**

### ***Part One: Programs and Services Delivered by Conservation Authorities***

#### ***Mandated by the Province (Mandatory):***

- May be funded by provincial grants and/or self generated revenue (i.e. user fees)
- Can be funded by municipal levy (CA can levy for these programs)

#### Mandatory programs

##### *a) Natural Hazards:*

1. Administration of permits issued under Section 28.1 of CA Act
2. Land-use planning input on behalf of MNR related to Section 3.1: Natural Hazards of the Provincial Policy Statement
3. Flood Forecasting and Warning
4. Operation and Maintenance of flood and erosion infrastructure owned or controlled (Neebing-McIntyre Floodway, Hazelwood Lake Dam, Victor Street erosion)
5. Ice Management Services (LRCA currently does not undertake this)
6. Low Water Monitoring and Communications
7. Collection, provision and management of information as needed to support the Authority (i.e. map hazards, develop plans and policies, study surface water flows and levels, study stream morphology, study impacts of climate change on hazards, study design to mitigate natural hazards)
8. Communications, public awareness and education regarding the risk of natural hazards present within the jurisdiction of the authority to public safety, and to consult on program components.

##### *b) Management of Conservation Authority Land*

- Administration of Section 29 Minister's regulation of "Conservation Areas" or land owned by conservation authorities including the setting of our fees, permits and enforcement activities
- Management and maintenance related to:
  1. Protecting natural heritage in accordance with approved management plan
  2. Protecting and conserving provincially significant conservation lands and natural heritage features as appropriate
  3. Monitoring and enforcement actions (i.e. encroachments, illegal harvesting, etc.)
  4. Identification, mapping and assessments to determine maintenance and repair needs

##### *c) Source Water Protection*

## Attachment #1

- Administration of Source Protection Committee
  - Preparing amendments to Assessment Reports and Source Protection Plans
  - Implementing Source Protection Plan Policies
  - Tracking and reporting on progress of Source Protection Plan implementation
  - Maintaining and providing access to source protection data and information
- d) *Lake Simcoe Protection Act – Not applicable to LRCA*
- e) *Other Act Prescribed by Regulation – Not applicable to LRCA*
- f) *Programs and Services Prescribed in Regulation*
- Must be prescribed in regulation within one year after the end of the transition period
  - Programs and services to be prescribed:
    1. Core Watershed-based Resource Management Strategy (must be developed by each CA)
    2. Provincial Water Quality and Quantity Monitoring
      - Provincial Groundwater Monitoring Network (PGMN)
      - Provincial Water Quality Monitoring Network (PWQMN)

***Non-mandatory programs and services (Non-Mandatory):******1. Programs requested by municipality***

- Example non-mandatory programs administered on behalf of a municipality:
  - mapping service (Dorion, Oliver Paipoonge and Lakehead Rural Planning Board)
  - other CAs provide planning service to provide comments on Natural Heritage, etc.
- Paid by participating municipality (not paid by levy-all)
- Must have a Memorandum of Understanding (MOU) or other agreement in place

***2. Programs that the Conservation Authority deems to be advisable***

- Example programs: environmental education, stewardship programs
- **NEW:** Recreation in Conservation Areas, including management and maintenance of lands for this purpose (i.e. maintenance and capital works) – NOW NEED MOU IF USING LEVY
- Must be funded by user fees and/or other funding
- If municipal levy is required a MOU must be in place with each Member Municipality
  - Sets out the amount
  - Specifies the termination date of the Agreement
  - Includes provisions to terminating agreement
  - Must be provided to the public on-line

***Part Two: Governance and Oversight of Conservation Authorities******Regulation to require “Community Advisory Boards”***

## Attachment #1

All Conservation Authorities will be required to establish community advisory boards, that will include members of the public, to provide advice to the authority.

- Conservation Authority by-laws would be applicable to the advisory boards
- Each CA would develop a Terms of Reference to outline:
  - Composition (i.e. balance citizens to technical skills sets or rural to urban members, etc.)
  - When meetings occur
  - Term/duration of appointments
  - Additional activities or functions of members
  - Number of members
  - Activities
  - Functions
  - Duties and procedures
  - Government prescribed sections to include: quorum, chair, vice-chair and secretary to align with Administrative By-Law
- Government prescribed aspects of the advisory board include:
  - Members must reside in area of jurisdiction
  - Public permitted to be members
  - Minimum number of members is 5
  - Where possible, members represent the geographic range of the authority's jurisdiction
  - Must seek out a variety of members, including youth and indigenous representation
  - Appointment process of members by public notification and application
  - A minimum of one authority member (and an alternate) be appointed to the community advisory board and a maximum authority representation of 15%
  - Requiring that administrative support to community advisory boards be provided by the Conservation Authority
  - Meetings will be open to the public, with limited exceptions
- Government will outline specific functions and activities of the Community Advisory Board, scoped to the authority's needs, at a minimum enable members to:
  - Provide advice and recommendations to the authority on the authority's strategic priorities and associated policies, programs and services
  - Discuss opportunities to co-ordinate with other environmental initiatives in the authority's jurisdiction
  - Identify opportunities for community engagement
  - Suggest potential community outreach opportunities
  - Carry out any other functions as identified in the Terms of Reference
- Government will prescribe the following related to accountability:
  - Reporting mechanisms and accountability of the community advisory board to the authority
  - Must post minutes and Terms of Reference on website
  - Ensuring consistent attendance, codes of conduct, etc.



## Attachment #1

- Establishing processes for member renewal

### ***Part three: Other Regulatory Matters***

#### ***Section 29 Minster's Regulation***

The Minister plans to consolidate the current individual authority section 29 'Conservation Areas' regulations regarding activities on lands owned by conservation authorities into one regulation.

#### **Summary of Required Actions to be completed by all Conservation Authorities:**

1. Must develop a ***Strategy for all conservation authority owned or controlled lands***. To include:
  - Guiding principles
  - Objectives
  - Land acquisition and disposition strategy
  - Land use categories on conservation authority owned land
  - Recommended management principles for different land use categories
  - Assessment of features on the land (i.e. natural hazards, natural heritage systems, wildlife corridors, connecting conservation land through trails, linking with other lands and trails, etc.)
  - Public participation in planning process when developing or updating the overarching conservation authority land strategy
2. ***Land Acquisition and Disposition Strategy***
  - Must be approved by resolution
  - Must acquire Minister's approval to dispose of any land acquired with Provincial funding
3. ***Develop a Land Management Plan for each property*** owned or controlled by the authority.
  - Can group similar types of properties (i.e. flood prone, erosion prone, etc.)
  - Plan to include:
    - i. Purpose of original acquisition
    - ii. Function
    - iii. Features
    - iv. Special features/sensitive areas for protection
    - v. Use
    - vi. Infrastructure
    - vii. Public input
    - viii. Resource inventory (if appropriate)
  - Plans shall be updated/approved when the authority deems necessary.
4. ***Develop a core Watershed-Based Resource Management Strategy***
  - Document current state of relevant resources in the context of mandatory programs and services and may include:
    - i. Guiding principles and objectives

## Attachment #1

- ii. Characterize the current state of management of natural resources related to the mandatory programs
  - iii. Scope of the strategy
  - iv. Details of existing studies, monitoring frameworks, relevant provincial policy and direction
  - v. Analysis and plan of potential actions for more effectively implementing the mandatory programs and service son an integrated basis
  - vi. **Annual reporting** on the accomplishments, outcomes and services the strategy is intended to support.
  - vii. Can include non-mandatory programs in strategy, but would need to be funded through a municipal MOU or other funding
5. **Create an *inventory of all programs and services***. *By December 31, 2021.*
- *Inventory all mandatory and non-mandatory programs*
  - *Identify which non-mandatory programs need municipal levy and MOUs*
  - *Consult with member municipalities and ensure they agree with the authority's classification of its programs and services*
  - *List of steps set out by authority to be taken to enter into any agreements with participating municipalities for funding of authority determined programs and services*
  - *Provide transition material to Minister.*
  - *Throughout 2022 report quarterly to Minister on progress*
6. **Develop a *Transition Plan***. *Must be submitted to Minister of the Environment, Conservation and Parks for information purposes (date to be set out in proposed regulation).*
- Plan to include:
    - i. Workplan and timeline
    - ii. Inventory of all authority programs and services
    - iii. Consultation process with participating municipalities
    - iv. List of any new mandatory programs and services the authority will need to provide to meet the requirements of the mandatory program and services regulation
    - v. List of non-mandatory programs and services that will require municipal levy and therefore require MOUs, including estimated amounts required to run programs
    - vi. List of non-mandatory programs that do not need municipal levy
    - vii. Steps taken and/or to be taken to enter into these agreements
7. **Enter into agreements for municipal funding of non-mandatory programs and services that require municipal levy.**
- Agreements to be in place by January 1, 2023
    - i. 2023 budget typically in place by mid 2022; therefore, agreements should be completed by late 2021/early 2022.

## Attachment #1

- ii. Municipal election may pose an issue of municipal councils unable to bind next council
  - iii. Will be required to **report quarterly** to the government and public on the progress of obtaining these agreements.
8. Oversee the **formation of a Public Advisory Board.**
  - Create Terms of Reference
  - Through a public process form the Board
  - Provide support to the Board



130 Conservation Road, PO Box 10427  
Thunder Bay, ON P7B 6T8  
Phone: (807) 344-5857 | Fax: (807) 345-9156

June 23, 2021

Liz Mikel  
Conservation and Source Protection Branch  
40 St. Clair Avenue West  
14<sup>th</sup> Floor  
Toronto, ON  
M4V 1M2

Dear Ms. Mikel:

Re: ERO Posting: 019-2986  
Comments from the Lakehead Region Conservation Authority

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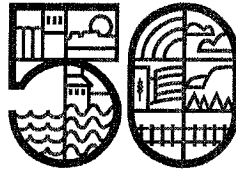
The Board of Directors of the Lakehead Region Conservation Authority have reviewed Environmental Registry of Ontario posting ERO number 019-2986: *Regulatory proposal (Phase 1) under the Conservation Authorities Act* and provide the following comments for consideration:

- The Province is encouraged to provide on-going adequate funding to Conservation Authorities to continue to administer provincially mandated natural hazard programming; complete the provincially mandated strategies and plans that will be required; and administer the mandatory Public Advisory Boards. At the very minimum, the province should restore Section 39 funding to 2018 levels. In 2019, provincial funding provided to conservation authorities was cut by 50%. This reduction in funding makes it very difficult for many conservation authorities to deliver mandatory natural hazard programs across the province.
- The province is encouraged to provide adequate technical guidelines and training related to natural hazards that will enable conservation authorities to administer the mandatory programs related to natural hazards.
- It is recommended to allow conservation authorities the ability to cover multiple conservation authority lands under one management plan where the properties are similar in nature. This flexible and practical approach supports the efficient use of taxpayer dollars.

- It is recommended that recreation be categorized as a mandatory program; or at a minimum, that passive recreation such as walking trails and boat launches be considered mandatory. Conservation Areas provide outdoor passive recreation to the public, which have become even more important during COVID-19 in providing a safe space for people to maintain their mental and physical well-being. Open accessible natural spaces fundamentally are in the public interest and the greater good of a community.
- It is essential that the province continue to fully fund the Drinking Water Source Protection program as long as conservation authorities are required to exercise and perform the powers and duties of a source protection authority and implement mandatory programs and services related to those responsibilities. Municipalities do not have the capacity to absorb these program costs.
- It is recommended that reasonable and flexible timelines are established for all mandatory deliverables, which preferably are set by the Board of Directors. Smaller conservation authorities do not have the capacity to undertake all tasks in a short timeframe. The Province is encouraged to enact the Phase one and two regulations in a timely manner; a substantial delay in their finalization may make the timelines unachievable.
- The inclusion of on-going organizational costs under mandatory programs and services is supported, as these costs are necessary to deliver all other programs and services and should therefore be apportioned to municipalities as part of the conservation authority's municipal levy.
- It is recommended that it not be mandatory for conservation authorities to form a community advisory board; alternatively, it is recommended that the Minister be able to grant an exception from this requirement. As a small conservation authority, it will be challenging to recruit interested members of the public to sit on the Public Advisory Board; additionally, the requirement to provide administrative support to the additional board will be challenging with limited staff capacity.

Yours truly,

Donna Blunt  
Chair



OFFICE OF THE CITY CLERK  
500 Donald Street East  
Thunder Bay, ON P7E 5V3

Tel: (807) 625-2230  
Fax: (807) 623-5468

June 11, 2021

The Honourable Jeff Yurek  
Minister of Environment, Conservation and Parks  
5th Floor  
777 Bay St.  
Toronto, ON M7A 2J3

**Re: Conservation Authorities Act – Regulation Consultation**

Please be advised that the following resolution was ratified by City Council on June 7, 2021.

“WITH RESPECT to the Memorandum from Councillor A. Foulds dated May 27, 2021, we recommend that City Council advocate to the Ministry of Environment, Conservation and Parks through the consultation relating to the “Regulatory Proposal Consultation Guide: Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities”, the following:

- That the Province provide on-going adequate funding to Conservation Authorities to administer provincially mandated natural hazard programming; to complete the provincially mandated strategies and plans that are required; and to administer the mandatory Public Advisory Boards;
- That Conservations Authorities be permitted to decide whether or not Public Advisory Boards are necessary within their area of jurisdiction or alternatively be given the option to request an exception from the Minister; and
- That Recreation be categorized as a mandatory program.

AND THAT a copy of this resolution be posted on the Environmental Registry of Ontario;

AND THAT the Inter-Governmental Affairs Committee advocate to the provincial government on behalf of the City of Thunder Bay and the Lakehead Region Conservation Authority with respect to the concerns outlined in this resolution;

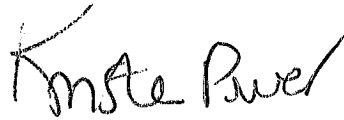
AND THAT a copy of this resolution be sent to Hon. Jeff Yurek, Minister of Conservation, Environment and Parks; Member Municipalities of the Lakehead Region Conservation Authority; Michael Gravelle, MPP – Thunder Bay-Superior North; Judith Monteith-Farrell, MPP – Thunder Bay-Atikokan; and Conservation Ontario;

AND THAT any necessary by-laws be presented to City Council for ratification.”

Attachment #3

Should you have any further questions relative to the above, please do not hesitate to contact the undersigned.

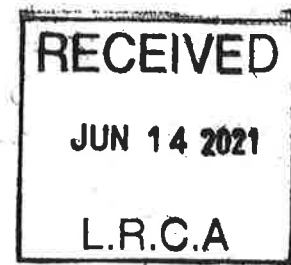
Yours very truly,

A handwritten signature in black ink that reads "Krista Power". The signature is written in a cursive style with a large initial 'K'.

Krista Power  
City Clerk

/ll

Cc: Michael Gravelle, MPP  
Judith Monteith-Farrell, MPP  
Lakehead Region Conservation Authority  
Conservation Ontario



June 9, 2021

The Honourable Jeff Yurek, Minister of Conservation and Parks  
Ministry of the Environment, Conservation and Parks  
5th Floor  
777 Bay St. Toronto, ON M7A 2J3

Dear Mr. Yurek:

**Re: Regulatory Proposal Consultation Guide**

Please be advised that the Oliver Paipoonge Council at its meeting held on June 8, 2021 passed the following resolution with respect to the above noted:

THAT with respect to Report 2021.108 concerning the “Regulatory Proposal Consultation Guide: Regulations Defining Core Mandate and Improving Governance, Oversight and Accountability of Conservation Authorities” proposed by the Ministry of Environment, Conservation and Parks, we recommend the following:

THAT the Province provide on-going adequate funding to Conservation Authorities to administer provincially mandated natural hazard programming; to complete the provincially mandated strategies and plans that are required; and to administer the mandatory Public Advisory Boards;

AND THAT the Province provide on-going adequate funding to Conservation Authorities to exercise and perform the powers of a source protection authority and implement mandatory programs and services related to those responsibilities;

AND THAT Conservations Authorities be permitted to decide whether or not Public Advisory Boards are necessary within their area of jurisdiction or alternatively be given the option to request an exception from the Minister; and

AND THAT Recreation be categorized as a mandatory program;

AND THAT a copy of this resolution be posted on the Environmental Registry of Ontario;



AND THAT the Inter-Governmental Affairs Committee advocate to the provincial government on behalf of the City of Thunder Bay and the Lakehead Region Conservation Authority with respect to the concerns outlined in this resolution;

AND THAT a copy of this resolution be sent to Hon. Jeff Yurek, Minister of Conservation, Environment and Parks; Member Municipalities of the Lakehead Region Conservation Authority; Michael Gravelle, MPP – Thunder Bay-Superior North; Judith Monteith-Farrell, MPP – Thunder Bay-Atikokan; and Conservation Ontario;

If you require further information, please do not hesitate to contact our office.

Yours very truly,



Wayne Hanchard  
CAO/Clerk

/rp

cc M. Gravelle, MPP, Thunder Bay-Superior North  
J. Monteith-Farrell, MPP, Thunder Bay-Atikokan  
Thunder Bay District Municipal League  
City of Thunder Bay  
Northwestern Ontario Municipal Association  
Conservation Ontario  
Lakehead Region Conservation Authority

## *Arthur Shewchuk Memorial Bursary*

June 7, 2021

Ms. Tammy Cook  
130 Conservation Rd, PO Box 10427  
Thunder Bay ON P7B 6T8

Dear Ms. Cook,

These continue to be challenging times for us all, and we hope that you are well and taking care.

Our Lakehead community continues to successfully learn and work remotely from our homes, and I am very pleased to share that our students are resilient having risen to the task of adjusting and excelling in their studies to meet their dreams and goals.

I am pleased to share with you, a special note of gratitude from your student recipient(s) for the 2020-2021 academic year. Your support has had a direct impact on our student's lives and ability to not only cope financially, but to feel encouraged and motivated.

We are extremely grateful for your generosity, your trust and most importantly, your valuable commitment in supporting our Lakehead students, and we thank you for inspiring our students to achieve the exceptional and unconventional.

As always, I am happy to answer any questions you may have. Currently I can be reached via email at [stewardship.er@lakeheadu.ca](mailto:stewardship.er@lakeheadu.ca). Alternatively, you can leave a voicemail at (807) 343-8198 and I will return your call.

Wishing you good health,



Tara Monteith  
Stewardship and Student Aid Associate

Enclosure





**THANK YOU** for *Creating Opportunities and Changing Lives*

## **Arthur Shewchuck Memorial Bursary**

### **A note of gratitude from your 2020–2021 Student Award Recipient**

*Thank you for your donation to this Lakehead bursary, and to my education. I am very grateful to receive this bursary as it will go towards my tuition.*

*I am currently in first year mechanical engineering. I am interested in math, but I also have a creative side, which is why I chose to pursue engineering. My other interests are music, sports, and photography. I am enjoying my studies so far and I hope to have a career as a mechanical engineer in the future.*

*I chose to attend Lakehead because I heard good things about their engineering program. Also, I am from Thunder Bay and I love being surrounded by the outdoors.*

*Once again, thank you very much for supporting my education.*

*Sincerely,*

*Allison Farrish*



## TOWNSHIP OF SOUTH FRONTENAC

4432 George St, Box 100  
 Sydenham ON, K0H 2T0  
 613-376-3027 Ext 2222 or 1-800-559-5862  
[amaddocks@southfrontenac.net](mailto:amaddocks@southfrontenac.net)



June 7, 2021

Honourable Doug Ford  
 Premier of Ontario  
 Legislative Building  
 Queen's Park  
 Toronto ON  
 M7A 1A1  
[doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org)

Honourable Jeff Yurek  
 Minister of the Environment, Conservation  
 and Parks  
 5<sup>th</sup> Floor, 777 Bay St  
 Toronto ON  
 M7A 2J3  
[jeff.yurek@pc.ola.org](mailto:jeff.yurek@pc.ola.org)

Dear Premier and Minister:

**Re: Province Investigating and Updating Source Water Protection Legislation**

Please be advised that the Council of the Township of South Frontenac passed the following resolution at their meeting June 1, 2021:

"That Council endorse the resolution passed by the Town of Fort Erie regarding legislative changes to ensure that those in our community who rely on wells and other private servicing for clean drinking water are afforded the same source water protection as municipal drinking water systems.

And that this resolution be circulated to the Honourable Doug Ford, Premier of Ontario, the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks, Andrea Howarth, Leader of the Opposition, All Conservation Authorities and the Association of Municipalities of Ontario. Carried."

The Council of the Township of South Frontenac supports the Town of Fort Erie and other rural Ontario municipalities where their residents rely on wells and other private servicing for clean drinking water. Please consider the human right to clean drinking water and sanitization in the investigation and updating of Source Water Protection Legislation.

Yours truly

*Angela Maddocks*

Angela Maddocks  
 Clerk

c.c. Andrea Howarth, Leader of the Opposition  
 Conservation Authorities of Ontario  
 AMO



## Community Services

### Legislative Services

April 27, 2021

File #120203

Sent via email: [premier@ontario.ca](mailto:premier@ontario.ca)

The Honourable Doug Ford, Premier of Ontario  
 Legislative Building  
 Queen's Park  
 Toronto, ON M7A 1A1

Honourable and Dear Sir:

**Re: Province Investigating and Updating Source Water Protection Legislation**

Please be advised the Municipal Council of the Town of Fort Erie at its meeting of April 26, 2021 passed the following resolution:

**Whereas** the Municipal Council of the Town of Fort Erie passed a resolution on October 21st, 2019 identifying that 1,100 private water wells were in operation in the Town of Fort Erie, of which 75% were used for domestic purposes including human and livestock consumption, and

**Whereas** the Municipal Council of the Town of Fort Erie further identified in that resolution that Council requires the protection of water in the aquifer supplying water to those wells from contamination as the result of any remediation of Pit One owned by the Port Colborne Quarries in the City of Port Colborne, and further

**Whereas** Report No. PDS-23-2021, approved by Council on March 22, 2021, identified that while the Niagara Peninsula Conservation Authority, The Regional Municipality of Niagara and Local Area Municipalities work together to protect source water, these plans do not generally apply to private servicing, and

**Whereas** Report No. PDS-23-2021 further identified efforts undertaken by the Town of Fort Erie through available provincial planning policy, regulation and legislation to protect source water within the Town of Fort Erie without any explicit ability to designate source water protection for private services, and

**Whereas** on July 28, 2010, through Resolution 64/292, the United Nations General Assembly explicitly recognized the human right to water and sanitation and acknowledged that clean drinking water and sanitation are essential to the realization of all human rights, and

.../2

Mailing Address:

The Corporation of the Town of Fort Erie

1 Municipal Centre Drive, Fort Erie ON L2A 2S6

Office Hours 8:30 a.m. to 5:00 p.m. Phone: (905) 871-1600 FAX: (905) 871-4022

Web-site: [www.forterie.ca](http://www.forterie.ca)

The Honourable Doug Ford, Premier of Ontario

Page two

**Whereas** it would be desirable to ensure that those in our community who rely on wells and other private servicing for clean drinking water are afforded the same source water protection as municipal drinking water systems;

**Now therefore it be resolved,**

**That:** The Municipal Council of the Town of Fort Erie recognizes and acknowledges that clean drinking water and sanitation are basic human rights and essential to the realization of all human rights, and further

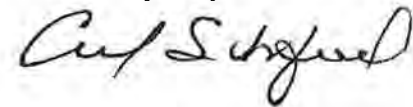
**That:** The Municipal Council of the Town of Fort Erie requests that the Ministry of Environment, Conservation and Parks consider legislative changes that would permit the expansion of source water protection to aquifers and private services, and further

**That:** This resolution be circulated to The Honourable Doug Ford, Premier of Ontario, the Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks, Wayne Gates, MPP Niagara Falls, Jeff Burch, MPP Niagara Centre, Jennifer Stevens, MPP St. Catharines and Sam Oosterhoff, MPP Niagara West, and further

**That:** This resolution be circulated to all Conservation Authorities and Municipalities in Ontario for their endorsement and support.

Thank you for your attention to this matter.

Yours very truly,



Carol Schofield, Dipl.M.A.  
Manager, Legislative Services/Clerk

[cschofield@forterie.ca](mailto:cschofield@forterie.ca)

CS:dlk

c.c.

The Honourable Jeff Yurek, Minister of Environment, Conservation and Parks [jeff.yurekco@pc.ola.org](mailto:jeff.yurekco@pc.ola.org)

Jeff Burch, MPP, Niagara Centre [burch-gp@ndp.on.ca](mailto:burch-gp@ndp.on.ca)

Sam Oosterhoff, MPP, Niagara West [sam.oosterhoff@pc.ola.org](mailto:sam.oosterhoff@pc.ola.org)

Jennifer Stevens, MPP, St. Catharines [JStevens-co@ndp.on.ca](mailto:JStevens-co@ndp.on.ca)

Wayne Gates, MPP, Niagara Falls [wgates-co@ndp.on.ca](mailto:wgates-co@ndp.on.ca)

Ontario Conservation and all Ontario Conservation Authorities: [kqavine@conservationontario.ca](mailto:kqavine@conservationontario.ca); [bhomer@abca.ca](mailto:bhomer@abca.ca); [kfurlanetto@crca.ca](mailto:kfurlanetto@crca.ca); [generalmanager@catfishcreek.ca](mailto:generalmanager@catfishcreek.ca); [@cloca.com](mailto:@cloca.com); [mvytyvtskyv@hrca.on.ca](mailto:mvytyvtskyv@hrca.on.ca); [deb.martindowns@cvc.ca](mailto:deb.martindowns@cvc.ca); [tim.pidduck@crowealvalley.com](mailto:tim.pidduck@crowealvalley.com); [tbyrne@erca.org](mailto:tbyrne@erca.org); [laliberte@grca.on.ca](mailto:laliberte@grca.on.ca); [karmstrong@grandriver.ca](mailto:karmstrong@grandriver.ca); [Llanthier@greysauble.on.ca](mailto:Llanthier@greysauble.on.ca); [Lisa.Burnside@conservationhamilton.ca](mailto:Lisa.Burnside@conservationhamilton.ca); [mmajchrowski@kawarthaconservation.com](mailto:mmajchrowski@kawarthaconservation.com); [elizabeth@kettlecreekconservation.on.ca](mailto:elizabeth@kettlecreekconservation.on.ca); [cullen@lsrca.on.ca](mailto:cullen@lsrca.on.ca); [tammy@lakeheadca.com](mailto:tammy@lakeheadca.com); [jmaxwell@lrca.on.ca](mailto:jmaxwell@lrca.on.ca); [mark.peacock@ltvca.ca](mailto:mark.peacock@ltvca.ca); [kelly.vandette@ltc.on.ca](mailto:kelly.vandette@ltc.on.ca); [beard@mvca.on.ca](mailto:beard@mvca.on.ca); [David.Vallier@mattagamiregion.ca](mailto:David.Vallier@mattagamiregion.ca); [smcintyre@mvc.on.ca](mailto:smcintyre@mvc.on.ca); [csharma@npca.ca](mailto:csharma@npca.ca); [cal.johnson@conservationontario.ca](mailto:cal.johnson@conservationontario.ca); [brian.taylor@nbmca.ca](mailto:brian.taylor@nbmca.ca); [dhevenor@nvca.on.ca](mailto:dhevenor@nvca.on.ca); [dlandry@otonabeeconservation.com](mailto:dlandry@otonabeeconservation.com); [bmcnevin@quinteconservation.ca](mailto:bmcnevin@quinteconservation.ca); [richard.pilon@rrca.on.ca](mailto:richard.pilon@rrca.on.ca); [sommer.casgrain-robertson@rvca.ca](mailto:sommer.casgrain-robertson@rvca.ca); [j.stephens@svca.on.ca](mailto:j.stephens@svca.on.ca); [cbarrett@ssmrc.ca](mailto:cbarrett@ssmrc.ca); [acoleman@nation.on.ca](mailto:acoleman@nation.on.ca); [bmcdougall@scrca.on.ca](mailto:bmcdougall@scrca.on.ca); [John.MacKenzie@lrca.ca](mailto:John.MacKenzie@lrca.ca); [annett@thamesriver.on.ca](mailto:annett@thamesriver.on.ca)

Ontario Municipalities



## PORT COLBORNE

Corporate Services Department  
Clerk's Division

Municipal Offices: 66 Charlotte Street  
Port Colborne, Ontario L3K 3C8 - [www.portcolborne.ca](http://www.portcolborne.ca)

T 905.835.2900 ext 106 F 905.834.5746  
E [amber.lapointe@portcolborne.ca](mailto:amber.lapointe@portcolborne.ca)

May 21, 2021

The Honourable Doug Ford, Premier of Ontario  
Legislative Building, Queen's Park  
Toronto, ON M7A 1Y7

Sent via E-mail: [premier@ontario.ca](mailto:premier@ontario.ca)

Dear Premier Ford:

**Re: Resolution – Source Water Protection Legislation**

Please be advised that, at its meeting of May 10, 2021, the Council of The Corporation of the City of Port Colborne resolved as follows:

That correspondence from the Town of Fort Erie regarding Source Water Protection Legislation, be supported.

A copy of the above noted resolution is enclosed for your reference. Your favourable consideration of this request is respectfully requested.

Sincerely,

Amber LaPointe  
City Clerk

cc: Honourable Jeff Yurek, Minister of Environment, Conservation and Parks  
Jeff Burch, MPP, Niagara Centre  
Sam Oosterhoff, MPP, Niagara West  
Jennifer Stevens, MPP, St. Catharines  
Wayne Gates, MPP, Niagara Falls  
Ontario Conservation and all Ontario Conservation Authorities:  
[kgavine@conservationontario.ca](mailto:kgavine@conservationontario.ca); [bhorner@abca.ca](mailto:bhorner@abca.ca); [kfurlanetto@crca.ca](mailto:kfurlanetto@crca.ca);  
[generalmanager@catfishcreek.ca](mailto:generalmanager@catfishcreek.ca); [@cloca.com](mailto:@cloca.com); [mvytytskyy@hrca.on.ca](mailto:mvytytskyy@hrca.on.ca);  
[deb.martindowns@cvc.ca](mailto:deb.martindowns@cvc.ca); [tim.pidduck@crowevalley.com](mailto:tim.pidduck@crowevalley.com); [tbyrne@erca.org](mailto:tbyrne@erca.org);  
[llaliberte@grca.on.ca](mailto:llaliberte@grca.on.ca); [karmstrong@grandriver.ca](mailto:karmstrong@grandriver.ca); [t.lanthier@greysauble.on.ca](mailto:t.lanthier@greysauble.on.ca);  
[Lisa.Burnside@conservationhamilton.ca](mailto:Lisa.Burnside@conservationhamilton.ca); [mmajchrowski@kawarthaconservation.com](mailto:mmajchrowski@kawarthaconservation.com);  
[elizabeth@kettlecreekconservation.on.ca](mailto:elizabeth@kettlecreekconservation.on.ca); [cullen@lsrca.on.ca](mailto:cullen@lsrca.on.ca);  
[tammy@lakeheadca.com](mailto:tammy@lakeheadca.com); [jmaxwell@lprca.on.ca](mailto:jmaxwell@lprca.on.ca); [mark.peacock@ltvca.ca](mailto:mark.peacock@ltvca.ca);  
[kelly.vandette@ltc.on.ca](mailto:kelly.vandette@ltc.on.ca); [beard@mvca.on.ca](mailto:beard@mvca.on.ca); [David.Vallier@mattagamiregion.ca](mailto:David.Vallier@mattagamiregion.ca);  
[smcintyre@mvc.on.ca](mailto:smcintyre@mvc.on.ca); [csharma@npca.ca](mailto:csharma@npca.ca); [carl.jorgensen@conservationsudbury.ca](mailto:carl.jorgensen@conservationsudbury.ca);

brian.taylor@nbmca.ca; dhevenor@nvca.on.ca; dlandry@otonabeeconservation.com;  
bmcnevin@quinteconservation.ca; richard.pilon@rrca.on.ca; sommer.casgrain-  
robertson@rvca.ca; j.stephens@svca.on.ca; cbarrett@ssmrca.ca;  
acoleman@nation.on.ca; bmcdougall@scrca.on.ca; John.MacKenzie@trca.ca;  
annett@thamesriver.on.ca  
Association of Municipalities of Ontario (AMO)  
Ontario Municipalities



**2021 TREASURER'S REPORT  
MONTHLY EXPENSES**

|  | 2021<br>BUDGET   | JANUARY        | TOTAL<br>TO DATE | BALANCE<br>REMAINING |
|--|------------------|----------------|------------------|----------------------|
| <b>REVENUE</b>                                   |                  |                |                  |                      |
| Provincial Grants                                | 287,047          | -              | 68,440           | 218,607              |
| Municipal Levy                                   | 1,668,402        | -              | 1,668,402        | -                    |
| Self Generated                                   | 213,229          | 23,190         | 150,111          | 63,118               |
| Other Revenue                                    | 451,869          |                | 67,978           | 383,891              |
| <b>TOTAL REVENUE</b>                             | <b>2,620,547</b> | <b>23,190</b>  | <b>1,954,931</b> | <b>665,616</b>       |
| <b>EXPENSES</b>                                  |                  |                |                  |                      |
| <b>Core Mandate Operating</b>                    |                  |                |                  |                      |
| Administration                                   | 525,680          | 36,313         | 220,689          | 304,991              |
| Community Relations                              | 115,685          | 8,597          | 43,423           | 72,262               |
| Natural Hazard and Protection Management         | 631,907          | 33,823         | 202,166          | 429,741              |
| Conservation and Management of Cons. Auth. Lands | 204,996          | 18,558         | 72,952           | 132,044              |
| Drinking Water Source Protection                 | 56,107           | 3,941          | 23,335           | 32,772               |
| <b>Total Core Mandate Operating</b>              | <b>1,534,375</b> | <b>101,232</b> | <b>562,565</b>   | <b>971,810</b>       |
| <b>Non Core Mandate Operating</b>                |                  |                |                  |                      |
| Other Programming                                | 382,608          | 10,858         | 99,896           | 282,712              |
| <b>Total None Core Mandate</b>                   | <b>382,608</b>   | <b>10,858</b>  | <b>99,896</b>    | <b>282,712</b>       |
| <b>Total Core and Non Core Mandate Operating</b> | <b>1,916,983</b> | <b>112,090</b> | <b>662,461</b>   | <b>1,254,522</b>     |
| <b>Core Mandate Capital</b>                      |                  |                |                  |                      |
| Natural Hazard and Protection Management         | 426,018          | 295            | 33,969           | 392,049              |
| Authority Office                                 | 25,200           | 2,868          | 3,071            | 22,129               |
| Conservation and Management of Cons. Auth. Lands | 252,346          | 7,362          | 8,781            | 243,565              |
| <b>Total Core Mandate Capital</b>                | <b>703,564</b>   | <b>10,524</b>  | <b>45,821</b>    | <b>657,743</b>       |
| <b>Total Operating and Capital</b>               | <b>2,620,547</b> | <b>122,614</b> | <b>708,283</b>   | <b>1,912,264</b>     |



# LAKEHEAD REGION

CONSERVATION AUTHORITY

|                      |   |                   |              |
|----------------------|---|-------------------|--------------|
| <b>PROGRAM AREA</b>  | CORPORATE   | <b>REPORT NO.</b> | CORP-08-2021 |
| <b>DATE PREPARED</b> | June 14, 2021   | <b>FILE NO.</b>   | 54-2-1       |
| <b>MEETING DATE</b>  | June 23, 2021   |                   |              |
| <b>SUBJECT</b>       | Governance Accountability and Transparency Initiative |                   |              |

## RECOMMENDATION

### Suggested Resolution

**“WHEREAS** the provincial government has passed legislative amendments related to the governance of Conservation Authorities;

**AND WHEREAS** the Conservation Authorities remain committed to fulfilling accountable and transparent governance;

**THEREFORE BE IT RESOLVED THAT** the Lakehead Region Conservation Authority endorse the three key actions developed by the Conservation Ontario Steering Committee to update CA Administrative By-laws, to report proactively on priorities, and to promote/demonstrate results;

**AND THAT** staff be directed to work with Conservation Ontario to implement these actions and to identify additional improvements and best management practices.”

## LINK TO STRATEGIC PLAN

*Govern and Enhance:*

- *Optimize organizational performance through policy and measurable actions to improve accountability and transparency.*

## EXECUTIVE SUMMARY

Conservation Ontario has been working with a Steering Group of Conservation Authority CAOs to develop Governance Accountability and Transparency Priorities to be adopted by all Conservation Authorities in an effort to proactively demonstrate commitment to this initiative. Some actions are legislated, while others are a proactive in nature. Staff recommend endorsing the proposed resolution to demonstrate the LRCA’s commitment to this initiative, which aligns with the Authority’s Strategic Plan.

## DISCUSSION

Conservation Authorities are committed to Governance Accountability and Transparency and will demonstrate that they have fulfilled requirements recently established in legislative amendments to the *Conservation Authorities Act* including a number of governance-related sections which were proclaimed on February 2, 2021.

### CO Governance Accountability and Transparency Initiative

Working with Conservation Ontario, conservation authorities have identified three key actions that demonstrate their commitment to governance accountability and transparency including:

#### 1. Updates to CA Administrative By-Laws

Ensure CA Administrative By-Laws are updated in fulfillment of legislative amendments to the *Conservation Authorities Act* being proclaimed over the course of 2021. This will be accomplished through the following activities:

- i) Notwithstanding that some CAs have already updated their bylaws further to the Feb 2<sup>nd</sup> proclamations; as soon as possible review understanding with MECP staff regarding sections to be proclaimed, scheduling, and the need for updates to CA administrative bylaws; and obtain any other confirmations as required.
- ii) Subject to i), undertake a comprehensive update of the *Conservation Authority Best Management Practices (BMP) and Administrative By-Law Model* (Conservation Ontario, April 2018 as amended), obtain legal review of amendments as necessary, and provide training to CAOs as necessary
- iii) Track all 36 CAs re: status of updated administrative bylaws
- iv) Provide ability for CAs to share sample policies in support of the new clauses.

#### 2. Proactive Reporting on Governance Accountability and Transparency Priorities

Ensure proactive reporting on Governance and Accountability and Transparency priorities as initially identified as those governance-related clauses in the *Conservation Authorities Act* that were proclaimed on February 2, 2021. This will be accomplished through the following activities:

- i) Identification and communication of Required Actions and BMP Actions for each of the newly proclaimed governance-related clauses.
- ii) Implementation of a tracking system to enable easy reporting on the status of the Actions and for collection of information that will enable the analysis of CA issues/impacts raised in relation to implementation of the clauses.
- iii) Bi-annual reports to Conservation Ontario Council on the status of priority Actions.

#### 3. Promotion/Demonstration of Results

Evidence of governance accountability and transparency results will be promoted and demonstrated through advocacy materials and websites. This will be accomplished through the following activities:

- i) Promote the initiative and prepare analyses of results and appropriate advocacy materials, as necessary
- ii) Develop QA/QC checklist of governance material that should be available on CA websites to permit ease of public access. The checklist is proposed to include:
  - a. Members (individuals and Member agreements)
  - b. Administrative by-laws
  - c. Annual Meeting Schedule with information on how to participate
  - d. Agendas – full package
  - e. Minutes (to be posted within 30 days of meeting)
  - f. Audited financial statement
  - g. Annual Fee schedule
  - h. Other corporate documentation as available including Strategic Plans, Annual Reports, Watershed Report Cards
- iii) CO to track implementation of the QA/QC checklist and create CO webpage promoting Initiative and that this information can be found on CA webpages

Staff will be working towards achieving the actions as identified in the initiative. The majority of the recommended documents to be posted on the Authority's website are already routinely posted on the LRCA website.

#### **FINANCIAL IMPLICATIONS**

None.

#### **CONCLUSION**

Staff recommend endorsing the initiative initiated by Conservation Ontario promoting Governance Accountability and Transparency, which supports the Govern and Enhance initiative "optimize organizational performance through policy and measurable actions to improve accountability and transparency" in the LRCA Strategic Plan.

#### **BACKGROUND**


Conservation Ontario and the conservation authorities share the Provincial government's commitment to governance accountability and transparency. All conservation authorities approved their new Administrative By-Laws by December 2018 in compliance with the December 2017 amendments to the *Conservation Authorities Act*. The legislated deadline was achieved with funding support from the Ministry of Natural Resources and Forestry in 2017-2018, which enabled development and endorsement of the *Conservation Authority Best Management Practices (BMP) and Administrative By-Law Model* (Conservation Ontario, April 2018 as amended) document which includes Code of Conduct and Conflict of Interest policies. Despite these efforts, the province continues to emphasize the importance of governance accountability and transparency and amendments were made to the *Conservation Authorities Act* through Schedule 6 of Bill 229 which received Royal Assent on December 8, 2020. A Steering Committee was established comprised of CAOs who volunteered to participate in development of this concept.

Demonstrating our commitment to Governance Accountability and Transparency enables conservation authorities to control the narrative that has been attributed to conservation authorities in general for the past several years. We heard it expressed as a 'problem' in the *Conservation Authorities Act* review undertaken in 2015-2018 and again in the more recent review. Ideally, Conservation Ontario would like to promote that all 36 CAs have supported the proposed resolution.

**REFERENCE MATERIAL ATTACHED**

None.

**PREPARED BY:** Tammy Cook, CAO

|   |                                   |
|---|-----------------------------------|
| <p>THIS REPORT SIGNED AND VERIFIED BY:</p>  <p>Tammy Cook<br/>Chief Administrative Officer</p> | <p>DATE:</p> <p>June 15, 2021</p> |
|---|-----------------------------------|

**Monthly Plan Input/Review and Fill Regulations Administration  
May 1 to 31, 2021**

| Municipality         | Minor Variance (A) | Consent (B) | Official Plan | Official Plan/ Zoning By-Law Comprehensive Review | Zoning By-Law (Z) | Subdivisions                | Clearances      | Reality Services                        | Lawyer Inquiries  | Letter of Opinion (Other) | Total     |
|----------------------|--------------------|-------------|---------------|---|-------------------|-----------------------------|-----------------|---|---|---------------------------|-----------|
| City of Thunder Bay  | A-25-2021          | B-14-2021   |               |   |                   | 1535 & 1545 Golf Links Road |                 | 150 Brook Street<br>1311 Neebing Avenue | Lot 70 Red Pine Way<br>1312 John St Road<br>4581 Mapleward Road |                           |           |
|                      |                    |             |               |   |                   |                             |                 |   |   |                           |           |
|                      |                    |             |               |   |                   |                             |                 |   |   |                           |           |
|                      | <b>Total</b>       | <b>1</b>    | <b>1</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>                    | <b>1</b>        | <b>0</b>                                | <b>2</b>  | <b>3</b>                  | <b>0</b>  |
| Oliver Paipoonge     |                    | 1B/07/21    |               |   | ZBLA 06-2021      |                             | 423 Highway 130 |   |   |                           |           |
|                      |                    | 1B/08/21    |               |   | ZBLA 03-2021      |                             |                 |   |   |                           |           |
|                      |                    | 1B/06/21    |               |   | ZBLA 05-2021      |                             |                 |   |   |                           |           |
|                      |                    |             |               |   | ZBLA 04-2021      |                             |                 |   |   |                           |           |
| <b>Total</b>         | <b>0</b>           | <b>3</b>    | <b>0</b>      | <b>0</b>  | <b>4</b>          | <b>0</b>                    | <b>1</b>        | <b>0</b>                                | <b>0</b>  | <b>0</b>                  | <b>8</b>  |
| O'Connor             |                    |             |               |   |                   |                             |                 |   |   |                           |           |
|                      | <b>Total</b>       | <b>0</b>    | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>                    | <b>0</b>        | <b>0</b>                                | <b>0</b>  | <b>0</b>                  | <b>0</b>  |
| Neebing              |                    |             |               |   |                   |                             |                 |   |   |                           |           |
|                      | <b>Total</b>       | <b>0</b>    | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>                    | <b>0</b>        | <b>0</b>                                | <b>0</b>  | <b>0</b>                  | <b>0</b>  |
| Shuniah              |                    |             |               |   | Z1/2021           |                             |                 |   |   |                           |           |
|                      | <b>Total</b>       | <b>0</b>    | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>1</b>                    | <b>0</b>        | <b>0</b>                                | <b>0</b>  | <b>0</b>                  | <b>1</b>  |
| Conmee               |                    |             |               |   |                   |                             |                 |   |   |                           |           |
|                      | <b>Total</b>       | <b>0</b>    | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>                    | <b>0</b>        | <b>0</b>                                | <b>0</b>  | <b>0</b>                  | <b>0</b>  |
| Gillies              |                    |             |               |   |                   |                             |                 |   |   |                           |           |
|                      | <b>Total</b>       | <b>0</b>    | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>                    | <b>0</b>        | <b>0</b>                                | <b>0</b>  | <b>0</b>                  | <b>0</b>  |
| Dorion               |                    |             |               |   |                   |                             |                 |   |   |                           |           |
|                      | <b>Total</b>       | <b>0</b>    | <b>0</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>                    | <b>0</b>        | <b>0</b>                                | <b>0</b>  | <b>0</b>                  | <b>0</b>  |
| Rural Planning Board |                    | 1B/07/21    |               |   |                   |                             |                 |   |   |                           |           |
|                      | <b>Total</b>       | <b>0</b>    | <b>1</b>      | <b>0</b>  | <b>0</b>          | <b>0</b>                    | <b>0</b>        | <b>0</b>                                | <b>0</b>  | <b>0</b>                  | <b>1</b>  |
| <b>Monthly Total</b> | <b>1</b>           | <b>5</b>    | <b>0</b>      | <b>0</b>  | <b>5</b>          | <b>1</b>                    | <b>1</b>        | <b>2</b>                                | <b>3</b>  | <b>0</b>                  | <b>18</b> |

**Monthly Plan Input/Review and Fill Regulations Administration  
June 1 to 16, 2021**

| Municipality         | Minor Variance (A) | Consent (B) | Official Plan | Official Plan/<br>Zoning By-Law<br>Comprehensive | Zoning By-Law (Z) | Subdivisions | Clearances | Reality Services         | Lawyer<br>Inquiries          | Letter of Opinion<br>(Other) | Total     |
|----------------------|--------------------|-------------|---------------|--|-------------------|--------------|------------|--------------------------|------------------------------|------------------------------|-----------|
| City of Thunder Bay  |                    |             |               |  | Z01-2021          |              |            | Temporary Patio Requests | 209 Bishop Court             |                              |           |
|                      |                    |             |               |  |                   |              |            | Temporary Patios         | 237 Wappner Road             |                              |           |
|                      |                    |             |               |  |                   |              |            | 378 Wyndale Street       |                              |                              |           |
|                      |                    |             |               |  |                   |              |            |                          |                              |                              |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>1</b>          | <b>0</b>     | <b>0</b>   | <b>3</b>                 | <b>2</b>                     | <b>0</b>                     | <b>6</b>  |
| Oliver Paipoonge     | 1A/01/21           | 1B/10/21    |               |  | ZBLA 07-2021      |              |            |                          |                              |                              |           |
|                      |                    | 1B/11/21    |               |  |                   |              |            |                          |                              |                              |           |
|                      |                    |             |               |  |                   |              |            |                          |                              |                              |           |
| <b>Total</b>         | <b>1</b>           | <b>2</b>    | <b>0</b>      | <b>0</b>   | <b>1</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                 | <b>0</b>                     | <b>0</b>                     | <b>4</b>  |
| O'Connor             |                    |             |               |  |                   |              |            |                          |                              |                              |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                 | <b>0</b>                     | <b>0</b>                     | <b>0</b>  |
| Neebing              |                    | B01-2021*   |               |  |                   |              |            |                          | Dog Island                   |                              |           |
|                      |                    | B02-2021    |               |  |                   |              |            |                          | Vacant Land, Jarvis Bay Rd W |                              |           |
| <b>Total</b>         | <b>0</b>           | <b>2</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                 | <b>2</b>                     | <b>0</b>                     | <b>4</b>  |
| Shuniah              |                    |             |               |  |                   |              |            |                          |                              |                              |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                 | <b>0</b>                     | <b>0</b>                     | <b>0</b>  |
| Conmee               |                    |             |               |  |                   |              |            |                          |                              |                              |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                 | <b>0</b>                     | <b>0</b>                     | <b>0</b>  |
| Gillies              |                    |             |               |  |                   |              |            |                          |                              |                              |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                 | <b>0</b>                     | <b>0</b>                     | <b>0</b>  |
| Dorion               |                    |             |               |  |                   |              |            |                          |                              |                              |           |
| <b>Total</b>         | <b>0</b>           | <b>0</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                 | <b>0</b>                     | <b>0</b>                     | <b>0</b>  |
| Rural Planning Board |                    | 1B/11/21    |               |  |                   |              |            |                          |                              |                              |           |
| <b>Total</b>         | <b>0</b>           | <b>1</b>    | <b>0</b>      | <b>0</b>   | <b>0</b>          | <b>0</b>     | <b>0</b>   | <b>0</b>                 | <b>0</b>                     | <b>0</b>                     | <b>1</b>  |
| <b>Monthly Total</b> | <b>1</b>           | <b>5</b>    | <b>0</b>      | <b>0</b>   | <b>2</b>          | <b>0</b>     | <b>0</b>   | <b>3</b>                 | <b>4</b>                     | <b>0</b>                     | <b>15</b> |



Development, Interference with Wetlands and Alterations to Shorelines and Watercourses O.Reg. 180/06

Year: 2021

| Permit # | Category       | Fee      | Applicant Name           | Municipality                     | Subject Property Address             | Type of Work                              | Key Dates     |               |                      |                     |              |
|----------|----------------|----------|--------------------------|----------------------------------|--------------------------------------|---|---------------|---------------|----------------------|---------------------|--------------|
|          |                |          |                          |                                  |                                      |   | Rec'd at LRCA | Permit Issued | Days to Issue Permit | Reason for Timeline | Approved by: |
| #1/21    | Standard Works | \$300.00 | Chad Sharp               | City of Thunder Bay              | 120 Fenwood Dr                       | Garage Construction                       | 23/2/2021     | 04/03/2021    | 7                    |                     | Staff        |
| #2/21    | Standard Works | \$300.00 | Pierre Gagne Contracting | City of Thunder Bay              | 490 Maureen St                       | Dredging -Midcontinent Terminal           | 10/03/21      | 17/03/2021    | 5                    |                     | Staff        |
| #3/21    | Small Works    | \$150.00 | Jordan Calonego          | Municipality of Shuniah          | 1814 Amethyst Ave                    | Erosion Protection                        | 7/4/2021      | 23/04/21      | 11                   |                     | Staff        |
| #4/21    | Large Works    | \$0.00   | City of Thunder Bay      | City of Thunder Bay              | Edward St. Bridge & Riverview Dr     | Multi-Use Trail & Erosion Protection      | 20/4/2021     | 22/04/21      | 2                    |                     | Staff        |
| #5/21    | Large Works    | \$0.00   | City of Thunder Bay      | City of Thunder Bay              | Edward St. Bridge over Neebing River | Bridge Replacement                        | 20/2/2021     | 23/04/2021    | 3                    |                     | Staff        |
| #6/21    | Standard Works | \$300.00 | Trevor Packota           | City of Thunder Bay              | 345 Beaver Ave                       | Dwelling Construction                     | 29/4/2021     | 30/04/2021    | 2                    |                     | Staff        |
| #7/21    | Standard Works | \$300.00 | Enbridge                 | Municipality of Oliver Paipoonge | Maki Rd, John St. Rd, McNally Dr     | Gas Main Extention/Site Grading           | 13/4/2021     | 05/05/2021    | 8                    |                     | Staff        |
| #8/21    | Standard Works | \$300.00 | Devon Veldhuis           | City of Thunder Bay              | 2185 Gregor Rd                       | Dwelling Addition- Deck Construct         | 11/4/2021     | 06/05/2021    | 2                    |                     | Staff        |
| #9/21    | Large Works    | \$600.00 | Zachery Donatis          | City of Thunder Bay              | Lot 17 Paquette Rd                   | Dwelling Construction                     | 29/4/2021     | 06/05/2021    | 4                    |                     | Staff        |
| #10/21   | Standard Works | \$300.00 | Superior Elevator        | City of Thunder Bay              | 140 Darrel Avenue                    | Rock Reventment Repair                    | 20/04/2021    | 11/05/2021    | 9                    |                     | Staff        |
| #11/21   | Standard Works | \$0.00   | City of Thunder Bay      | City of Thunder Bay              | Hazelwood Drive (near #280)          | Culvert Replacement                       | 11/5/2021     | 12/05/2021    | 1                    |                     | Staff        |
| #12/21   | Standard Works | \$300.00 | Robert Gresko            | City of Thunder Bay              | 6340 Mapleward Rd                    | Garage                                    | 11/5/2021     | 17/05/2021    | 6                    |                     | Staff        |
| #13/21   | Standard Works | \$300.00 | Ron Jaspers              | Municipality of Neebing          | 5566 Hwy 61                          | Culvert & Driveway                        | 30/04/21      | 18/05/21      | 11                   |                     | Staff        |
| #14/21   | Standard Works | \$300.00 | Leif Dyson               | City of Thunder Bay              | 2725 Government Rd                   | Dwelling & Garage Construction            | 17/05/21      | 26/05/21      | 6                    |                     | Staff        |
| #15/21   | Small Works    | \$150.00 | Jeff Wituluk             | Municipality of Shuniah          | 452 E. Floral Beach Rd               | Retaining Wall Replacement & Stairs       | 21/05/21      | 01/06/2021    | 5                    |                     | Staff        |
| #16/21   | Standard Works | \$300.00 | Francis Hodder           | Municipality of Shuniah          | 155 West Loon Dr                     | Reconstruction of East Section of Cottage | 7/06/21       | 9/06/21       | 2                    |                     | Staff        |
| #17/21   | Standard Works | \$300.00 | Dwayne Bryne             | Municipality of Shuniah          | 1223B Grandview Beach Dr             | Erosion Protection & Dock Construction    | 4/06/21       | 15/06/21      | 11                   |                     | Staff        |
| #18/21   | Standard Works | \$0.00   | City of Thunder Bay      | City of Thunder Bay              | 146 Hinton Ave                       | Storm Sewer & Catchbasins                 | 1/6/2021      | 6/10/21       | 9                    |                     | Staff        |
| #19/21   | Large Works    | \$0.00   | City of Thunder Bay      | City of Thunder Bay              | 401 Wardrope Ave                     | Reconstruction of Multi-Use Trail         | 1/6/2021      | 6/11/21       | 10                   |                     | Staff        |