



The Regional Municipality of Durham COUNCIL INFORMATION PACKAGE

Friday, December 15, 2023

If this information is required in an accessible format, please contact 1-800-372-1102 ext. 2097.

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Members of Council – Please advise the Regional Clerk at clerks@durham.ca, if you wish to pull an item from this CIP and include on the next regular agenda of the appropriate Standing Committee. Items will be added to the agenda if the Regional Clerk is advised not later than noon the day prior to the meeting, otherwise the item will be included on the agenda for the next regularly scheduled meeting of the applicable Committee.

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The Regional Municipality of Durham Information Report

From: Chief Administrative Officer
Report: #2023-INFO-104
Date: December 15, 2023

Subject:

Government Relations Annual Update

Recommendation:

Receive for Information

Report:

1. Purpose

1.1 The purpose of this report is to provide an update to Council on key government relations activities and outcomes from 2023.

2. Background

2.1 The Region undertakes strategic government relations activities to advance regional priorities. Advocacy priorities are guided by the Strategic Plan, Regional Council direction, emerging issues, and funding opportunities.

2.2 Intergovernmental exchanges occur at an elected official-to-elected official level (e.g., Regional elected officials engaging with MPPs and MPs, including Ministers) or through staff-to-staff meetings and discussions (e.g., CAO to Deputy Ministers).

2.3 Government relations activities are strengthened through joint advocacy efforts on broader issues via staff and Regional elected official participation in associations and networks such as the Association of Municipalities of Ontario (AMO), Mayors and Regional Chairs of Ontario (MARCO), the Federation of Canadian Municipalities (FCM), the Greater Toronto and Hamilton Area Mayors and Chairs, the Municipal Government Relations Network (MGRN), the Ontario Municipal Social Services Association (OMSSA), and others.

- 2.4 Intergovernmental engagement can include meetings, letters, and formal feedback (e.g., pre-Budget submissions, Environmental Registry of Ontario submissions, consultations, Standing Committee submissions).
- The goals of intergovernmental engagement are to build relationships to strengthen opportunities for future partnerships, raise awareness of Regional issues, and secure senior-government funding, policy changes or other supports.
- 2.5 Regional Council is updated on key government relations activities through the CAO's monthly briefing note update and through periodic Council reports as appropriate.
- 2.6 Briefing notes and key messages on government relations topics are prepared for Regional Councillors, the Region's representatives on AMO and FCM and the Regional Chair as appropriate to provide background, context and recommended messaging to support the advancement of Regional priorities.
- 2.7 The execution of government relations activities is managed by one designated staff person and is coordinated between the Regional Chair, members of Council, the CAO, and senior staff. When letters or formal correspondence are sent by the Chair, all members of Regional Council are copied.
- 2.8 In 2023, Strategy Corp was selected as the Region's government relations consultant through a Request-for-Proposals process. To enable effective advocacy, Strategy Corp is registered to act as a lobbyist on behalf of the Region at the provincial and federal levels.
- In addition to providing strategic value-added advice and advocacy materials, Strategy Corp's lobbying activities include leveraging their extensive network to undertake intelligence gathering, educating and building buy-in on Regional approaches with key Minister's Office staff and securing meetings with elected decision-makers to advance Regional priorities.
- 2.9 On an annual basis, planned actions to support key objectives of the government relations framework are identified and tracked. At the end of the year, the outputs and outcomes are analyzed and used to plan for the following year.
- 2.10 A report to Committee of the Whole in 2024 will outline the Region's government relations priorities and strategies in 2024.
- Government relations priorities will reflect the Strategic Plan, ongoing priorities from 2023, Council direction and anticipated emerging issues.
 - The planned government relations strategies in 2024 will include the involvement of Regional Councillors as advocates and the use of public communication strategies where appropriate.

3. Previous Reports and Decisions

- 3.1 An update of 2022 government relations activities and 2023 priorities was provided in [2023-COW-5](#).

4. Highlights of 2023 Government Relations Actions and Outcomes

- 4.1 In 2023, the Regional government relations team worked to advance 19 different files, which is more than the 15 priorities that were addressed in the previous year. The highlights of the actions taken by the provincial and federal governments and the outcomes achieved are outlined in the table below in section 4.13.
- 4.2 In 2023, Strategy Corp was directed to advance Durham Region's GO East Station strategy, homelessness, mental health and addictions supports, and addressing Bill 23 impacts as its core priorities. In addition, Strategy Corp provided engagement and advocacy services on other emerging issues as requested.

Provincial Government

- 4.3 The Regional Chair, Regional Councillors and Regional staff met with MPPs, Ministers and their staff on 18 occasions. This includes five AMO delegations and participation in pre-budget consultations to advance priority files including homelessness supports and the Lakeshore GO East station strategy. This is in addition to lobbying interactions led by Strategy Corp and the many informal discussions at meetings, announcements, and events. This compares to 15 times in 2022.
- 4.4 Through the government relations actions, the Region has fostered positive working relationships with MPPs through two roundtable meetings and regular staff-level meetings.
- 4.5 In addition to meetings, the Regional Chair and senior staff presented to Standing Committee on two occasions in 2023 to promote the Region's formal position on key issues. The Region also issued 15 letters to provincial representatives.
- 4.6 Two Regional Councillors, Rhonda Mulcahy and Marilyn Crawford, were elected to the Regional and Single Tier Caucus at AMO where their participation advances the Region's voice in the setting of provincial advocacy priorities and approaches.
- 4.7 There were many successful outcomes from provincial government relations actions in 2023. One of the highlights is securing the development and [introduction of a new developer-paid revenue tool](#) to advance the planned four Lakeshore GO East stations in Durham by working closely with the Ministry of Infrastructure, Ministry of Transportation and Metrolinx. Ongoing discussions were held with the Municipality of Clarington and City of Oshawa to receive input and

remain aligned. Staff supported the approval of Bill 131 by meeting with AMO and other interested parties and by preparing a formal presentation to the Standing Committee on Heritage, Infrastructure and Culture to foster support for Bill 131 and the Station Contribution Fee.

- 4.8 In addition, the Region raised awareness of the challenges surrounding homelessness and promoted opportunities for partnership by drafting and sharing the [Addressing Homelessness and other Related Challenges](#) policy paper. The paper was distributed broadly to Ministers, local MPPs and other key partners. Related to the policy paper, the Region received additional permanent funding under the Homelessness Prevention Program. Durham Region secured a funding increase of 62 per cent compared to the provincial average of 40 per cent.

Federal Government

- 4.9 The Regional Chair and staff also work to build effective working relationships and advocate at the federal level.
- 4.10 In 2023, there were more government relations priorities that were related to the federal government than in 2022. The Regional Chair and CAO met formally with MPs, Ministers and their staff four times and sent six advocacy letters to support the Region’s priorities in 2023.
- 4.11 The Region has established regular staff-level meetings with local MP offices to strengthen relationships and improve information sharing. This was augmented by a series of meeting with federal Deputy Ministers and Assistant Deputy Ministers to discuss Regional federal priorities.
- 4.12 Below is a summary table of government relations Actions and Outcomes for 2023.

Table: 1 Government Relations Highlights

Priority	Ask	Actions/Engagement	Outcomes*
Provincial			
Advancing Lakeshore GO East Extension	Approved station strategy for the 4 planned new stations; continued momentum for the Extension to be completed	Meetings with local MPPs, Metrolinx and key Ministers Formal presentation at Standing Committee on Heritage, Infrastructure and Cultural Policy Staff-level meetings Briefings with stakeholder groups e.g., AMO	Bill 131 introduced and passed Continued commitment in Budget 2023

Priority	Ask	Actions/Engagement	Outcomes*
Restoring the Greenbelt boundaries	Reversal of the decision to amend the Greenbelt boundaries in Durham	Letter to Minister Clark Raised issue at Durham MPP Roundtable Formal ERO feedback Building on 2022 actions (e.g., Chair statement, key messages prepared for Councillors and FAQ posted on durham.ca/bill23)	Decision reversed and land restored in the Greenbelt
Addressing the Financial Impacts of Bill 23	Ensure Durham Region does not suffer negative financial impacts of Bill 23	Letter sent to Minister MMAH Raised as a topic at Durham MPP Roundtable Pre-budget consultation topic Bill 134 feedback on the “affordable unit” definition Provided input and feedback on AMO’s response to Bill 23 Continue to build upon 2022 engagement (e.g., letters to Ministers, launch of durham.ca/bill23 to inform the public of impacts, ERO feedback letters to Ministers)	The province indicated they will work with municipalities to review elements of Bill 23 in 2024 (e.g. the five-year phase-in and studies as ineligible expenses) Advocacy to continue in 2024
Responding to the review of Regional governments	Two-tier structure in Durham maintained and efficiencies realized	Joint statement from the Mayors and Chair Standing Committee on Heritage, Infrastructure and Cultural Policy presentation Chair statement MPP Roundtable topic	Review moved from facilitators to a multi-party Standing Committee process Outcome to be determined

Priority	Ask	Actions/Engagement	Outcomes*
Advancing Durham-Scarborough Bus Rapid Transit	Project advancement in a timely manner	Staff-level meetings with Metrolinx	Durham work is proceeding in 2024 and draft preliminary business case is expected in 2024
North Pickering Long-Term Care (LTC) Home	Increased provincial investment in new LTC home	Political and staff level meetings	Additional \$10 million in capital and an additional \$2.5 million in Construction Fee Subsidy per year for 25 years
Addressing paramedic offload delays	Increased provincial supports to address offload delays	Worked with Lakeridge Health on a funding application Demonstrated alignment with stakeholders	Dedicated offload nurse position opened at Lakeridge and assisted with offload delays
Emergency Psychiatric Assessment and Treatment and Healing (EmPATH) at Ontario Shores	Awarded a capital planning grant	Inclusion in pre-budget consultations and AMO delegation to the Minister of Health MPP Roundtable topic Staff working closely with Ontario Shores	Ministry of Health is aware of the program and addressing questions with Ontario Shores
Lakeridge hospital planning grant	Awarded a capital planning grant	Inclusion in pre-budget consultations AMO delegation to the Minister of Health MPP Roundtable topic	Outcome to be determined
Federal			
High Frequency Rail	Stop in Durham Region	Staff level meetings including CAO to DM	Gained information on decision timelines and

Priority	Ask	Actions/Engagement	Outcomes*
			processes needed to get a stop in Durham
Refugee and asylum seekers response	Improved federal coordination, supports and funding (e.g., hotel accommodations)	<p>Chair-convened and led meeting with GTHA mayors and chairs</p> <p>Joint GTHA letter to Minister Miller</p> <p>Joint GTHA statement</p> <p>Staff-level meetings with Immigration Refugees and Citizenship Canada (IRCC)</p> <p>Interim Housing Assistance Program (IHAP) application submitted</p> <p>Engagement with FCM</p>	<p>A new reception centre for asylum seekers with 800 temporary shelter beds to be opened near Pearson Airport</p> <p>The IHAP funding has received an extension of IHAP funding</p> <p>Received IRCC guidance on Durham's IHAP application</p> <p>Supported Community Development Council Durham (CDCD) on funding applications</p>
DRT Fleet Expansion and Electrification	Successful Zero Emission Transit Fund (ZETF) application	<p>Staff-level meetings</p> <p>Status inquiries</p> <p>Meeting with MP Turnbull</p> <p>Information package created and shared with MPs</p>	Linkage to ZETF submission and DRT's transformation plan is understood locally
Federal and Provincial			
Homelessness, mental health and addictions	Improved supports (e.g., income supports, affordable housing funding)	<p>Letters to all the federal party leaders and Premier</p> <p>Meetings with MPPs</p>	Further follow-up meetings initiated by elected officials

Priority	Ask	Actions/Engagement	Outcomes*
		<p>Meeting with MP Turnbull</p> <p>Delegations with Ministers of Health, Children Community and Social Services and the Associate Minister of Housing at AMO</p> <p>Durham Policy Paper created and distributed to relevant ministers, copied to Regional Council</p> <p>On-site tour of primary care outreach program (PCOP) with Minister and local MPPs</p>	<p>Minister Tibollo requested a subsequent meeting</p> <p>Provincial Homelessness Prevention Program funding for Durham was above the provincial average</p> <p>Alignment and amplification of messaging from stakeholders</p>
Infrastructure related to growth	Funding and supports to advance new infrastructure	<p>Included in pre-budget consultations</p> <p>MPP Roundtable topic</p> <p>Staff-level meetings including CAO to DM</p> <p>Input on AMO and FCM approaches</p> <p>Letters to relevant Ministers</p> <p>Letters to the Premier on expediting work on the Ajax Water Supply Plant</p>	<p>Outcome to be determined</p> <p>Continue advocacy in 2024</p>
Broadband expansion	Funding for broadband infrastructure in underserved areas	<p>Staff-level meetings</p> <p>Inclusion in pre-budget consultations</p>	<p>July 27, 2023 funding announcement which includes Universal Broadband Fund and Improving Connectivity for Ontario</p>

Priority	Ask	Actions/Engagement	Outcomes*
Economic development investments	Increase awareness of Durham potential for strategic economic development investments	<p>Invitations to key Ministers and public servants to attend the Durham booth at Collision</p> <p>AMO delegation with Minister Fedeli</p> <p>Staff-level meetings including DM to CAO</p> <p>MPP Roundtable topic</p>	<p>Ministers Fedeli and Champagne visited Durham's booth at the Collision conference resulting in requests for more information on key investments in Durham</p>
Affordable and supportive housing	Senior-level investment in affordable housing projects	<p>Staff-level meetings including DM to CAO</p> <p>MPP roundtable topic</p> <p>Included in the policy paper on Addressing Homelessness and Related Challenges</p> <p>AMO delegations topic with Associate Minister of Housing and the Minister of Children, Community and Social Services</p>	<p>Infrastructure Ontario engagement on DRLHC revitalization</p>

*Relationship building and increasing awareness of an issue are important outcomes of all engagement and so not specifically referenced.

5. Relationship to Strategic Plan

5.1 This report aligns with/addresses the following strategic goals and priorities in the Durham Region Strategic Plan:

- a. Goal 5: Service Excellence. Objective: To provide exceptional value to Durham taxpayers through responsive, effective, and fiscally sustainable service delivery.
 - 5.1 Optimize resources and partnerships to deliver exceptional quality services and value.
 - 5.3 Demonstrate commitment to continuous quality improvement and communicating results.

6. Conclusion

- 6.1 Government relations activities in 2023 were aligned with Regional priorities and adapted to meet the needs of addressing emerging issues. Outcomes achieved helped to advance Regional priorities through increased awareness of investment opportunities in Durham Region, legislative and policy changes and favourable senior-level funding decisions.
- 6.2 A report to Committee of the Whole in 2024 will outline the Region's government relations priorities and strategies in 2024.
- Government relations priorities identified will reflect the Strategic Plan, ongoing priorities from 2023 and anticipated areas of required advocacy. Priorities will evolve to meet emerging issues.
 - The planned government relations strategies in 2024 will outline the key tactics that will be employed to advance Regional priorities including the use of media where appropriate.

Respectfully submitted,

Original signed by

Elaine Baxter-Trahair
Chief Administrative Officer

December 7, 2023

The Honourable Doug Ford
Premier of Ontario
Via email: Premier@ontario.ca

The Honourable Michael Parsa
Minister of Children, Community and Social Services
Via email: MinisterMCCSS@ontario.ca

MPP Trevor Jones
Chatham-Kent-Leamington
Via email: trevor.jones@pc.ola.org

Dear Premier Ford, Minister Parsa and MPP Jones:

RE: Ontario Works Rates


On November 6, 2023, after much discussion on increased homelessness in Chatham-Kent, Councillor Marjorie Crew made the following motion that was passed unanimously by the Mayor and Council of the Municipality of Chatham-Kent:

“That Council prepare a letter addressed to the Premier of Ontario, the Minister of Children, Community and Social Services, as well as local MPPs to strongly recommend that accommodation rates of social assistance payments increase to the Average Market Rent (for all types of rentals) for recipients of Ontario Works Assistance and the Ontario Disability Support Program. And that a copy of this letter be sent to AMO, ROMA, aIPHa and all Councils in Ontario”.

In Chatham-Kent:

- 1) Total homelessness has been gradually increasing since November 2022.
 - (a) Pre-pandemic, it was decreasing through Employment and Social Services’ ‘Housing First’ approach, coordinated access system and a ‘By Name List’.
- 2) The percentage of individuals experiencing homelessness in our community have identified as staying outdoors doubled in 2023 from 2022.
- 3) The average housing move-ins has been steadily declining each month.
- 4) On average, the number of new individuals (never previously identified as experiencing homelessness) added to the By Name List each month has increased from 2022.
- 5) The average market rent is \$1,522 for a one-bedroom apartment and a single person on Ontario Works receives a maximum of \$390 toward accommodation costs.

Cont’d...

 Corporate Services Department Legislative Services Division	
Date & Time Received:	December 08, 2023 8:29 am
Original To:	CIP
Copies To:	
Take Appropriate Action	<input type="checkbox"/> File <input type="checkbox"/>
Notes/Comments:	

Homelessness is increasing in Chatham-Kent and the well-being of our residents is decreasing. Since 2018, the Ontario Works rates have been frozen and yet the caseload in Chatham-Kent has only increased. If the goal was to drive more people into the workforce it is not working, but instead driving more people into homelessness. Nearly 80% of people accessing emergency shelter have social assistance as their main source of income. We cannot build affordable housing fast enough and need upstream issues like social assistance rates to be resolved to stop our community members from slipping into homelessness. Homelessness has resulted in significant pressures and costs on many of our services including Police, Fire Services, Paramedics, Public Works, Parks and Social Services. Unhoused residents are suffering, and property taxpayers are seeing significant asks from the 2024-2027 budgets to mitigate the challenges of homelessness.

In recent years, housing was determined to be a human right by both the Federal and Provincial governments and thus income maintenance programs should have housing allowances that reflect actual expenses. Other income programs have increased, yet Ontario Works particularly has remained far below the poverty line with no increase since 2017. In 1995, social assistance rates were slashed by 21.6% and have only increased by 41%. At the same time \$1.00 in 1995 has the same buying power as \$1.81 today, so inflation over that period has been over 80% - however, the Ontario Works rate has increased by only about 41% (half of inflation rate) for a single person in the past 28 years (5,6). People who have had to find new housing in today's rental market, experience a higher rate of inflation as they are required to pay rents that have increased by approximately 133% in that time period.

For these reasons and the fact that Ontario social assistance rates are one of the lowest of provinces in Canada, we ask that the Province of Ontario raise social assistance rates, especially Ontario Works Assistance significantly using the Average Market Rent to determine accommodation limits. This will provide social assistance recipients the opportunity to stay housed and be well, potentially re-joining the workforce and reduce the burden on community programs and municipal services. Our downtowns and parks can return to what we all enjoyed in smaller cities like ours only a few years ago. An investment in our citizens who are vulnerable is expected to create savings in almost every other sector.

Sincerely,



Darrin Canniff, Mayor/CEO
Municipality of Chatham-Kent

C: Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)
alPHa
Ontario Councils

November 28, 2023

Re: County of Brant Resolution – November 28, 2023

At the meeting of November 28, 2023, the Council of the County of Brant adopted the following:

WHEREAS the Enbridge Gas has shared with the County of Brant key messages regarding the Ontario Energy Board’s Leave to Construct (LTC) process, entitled “reducing red tape for more cost-effective, timely energy connections in Ontario.”

AND WHEREAS the County of Brant supports and wishes to endorse the recommendations put forward by Enbridge Gas in order to expedite the installation of natural gas to rural, remote or underserved communities such as the County of Brant;

NOW THEREBE IT RESOLVED:

1. THAT the County of Brant petition the Ontario Government to expedite the implementation of the following recommendations:

i) THAT the Government of Ontario move to modernize the Ontario Energy Board’s (OEB) Leave to Construct (LTC) process for smaller pipeline projects in order to bring reliable, affordable energy options to communities, homes and businesses in a more cost-effective and timely manner;

ii) AND THAT the LTC cost threshold be updated from \$2M to \$10M for hydrocarbon lines (by amending Ontario Regulation O.Reg.328/03) while maintaining current requirements and expectations for Indigenous consultation and environmental review for projects greater than \$2M and less than \$10M;

iii) AND THAT these outdated regulations are causing the LTC to apply far more broadly than intended when it was established over 20 years ago due to increased regulatory and cost pressures, as well as inflation, virtually all gas pipeline projects are now greater than \$2M rendering the threshold meaningless;

iv) AND THAT roughly 0.5 KM pipe in urban settings now often exceeds the \$2M threshold;

v) AND THAT modernizing these outdated regulations would reduce delays and costs for economic development initiatives including transit projects, community expansion projects, housing developments, connections for low carbon fuel blending (e.g.,

renewable natural gas, hydrogen) as well as residential and business customer connections:

vi) AND THAT based on OEB's performance standards, this proposal would save approx. 5-7 months of regulatory process which is in addition to the time needed to undertake Indigenous consultation and environmental review and prepare an application to the OEB;

vii) AND THAT the cost of preparing and having a LTC application heard ranges from approx. ~\$50,000 to ~\$200,000, which is passed on to customers;

viii) AND THAT while no cost-based threshold exists for electricity lines, there are a range of exemptions ensuring that LTC is only required for significant electricity projects and the proposed changes would help ensure that, consistent with electricity projects, LTC for hydrocarbon lines would only be required for significant projects;

ix) AND THAT increasing the cost threshold to \$10M would closer align Ontario with other Canadian jurisdictions (e.g., in B.C., these thresholds are \$15M for electricity and \$20M for natural gas);

2. AND THAT this resolution be circulated to the President of AMO, Colin Best, Premier Doug Ford, the Minister of Energy, Todd Smith, The Minister of Finance, Peter Bethlenfalvy and all regional municipalities requesting support of the proposed changes regarding reducing red tape for more cost-effective, timely energy connections in Ontario.


Respectfully,



Director of Council Services, Clerk
County of Brant



CLEARVIEW
TOWNSHIP

 Corporate Services Department Legislative Services Division	
Date & Time Received:	December 12, 2023 2:54 pm
Original To:	CIP
Copies To:	
Take Appropriate Action	<input type="checkbox"/> File <input type="checkbox"/>
Notes/Comments:	

Clerk's Department
 Township of Clearview
 Box 200, 217 Gideon Street
 Stayner, Ontario L0M 1S0
clerks@clearview.ca | www.clearview.ca
 Phone: 705-428-6230

December 12, 2023

File: C00.2023

Hon. Todd McCarthy
 Ministry of Public and Business Service Delivery
 777 Bay Street, 5th Floor
 Toronto ON M5B 2H7

Sent by Email

RE: Cemetery Transfer/Abandonment Administration & Management Support

Please be advised that Council of the Township of Clearview, at its meeting held on December 11, 2023, passed a resolution regarding Cemetery Transfer/Abandonment Administration & Management Support as follows:

Moved by Councillor Walker, Seconded by Councillor Broderick, Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

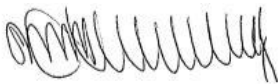
Now Therefore Be It Resolved that Council of the Township of Clearview requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries; Page 6 of 7
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Brian Saunderson and all Ontario municipalities. Motion Carried.

For reference, please find attached the Staff Report LS-032-2023 that provides background for the above resolution. If you have any questions, please do not hesitate to contact the undersigned.

Regards,



Sasha HelmKay-Playter, B.A., Dipl. M.A., AOMC
Clerk/Director of Legislative Services

cc: Jim Cassimatis, BAO Interim CEO/Registrar
MPP Simcoe Grey, Brian Saunderson
Ontario Municipalities



To: Mayor and Council

From: Sasha Helmkey, Clerk/Director of Legislative Services

Date: December 11, 2023

Subject: Report # LS-032-2023 – Cemetery Transfer/Abandonment Administration & Management Support

Recommendation

Be It Resolved that Council of the Township of Clearview hereby receives Report LS-032-2023 (Cemetery Transfer/Abandonment Administration & Management Support) dated December 11, 2023; and,

Whereas under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

And Whereas over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

And Whereas municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within its jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

And Whereas cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

And Whereas the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

Now Therefore Be It Resolved that Council of the Township of Clearview requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

And that this resolution be circulated to the Hon. Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP Brian Saunderson and all Ontario municipalities.

Background

Under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and the assets, trust funds and trust accounts related to it that the previous owner or operator possessed.

Over the last decade there appears to be a trend where cemeteries in Ontario are being transferred, whether through abandonment or a mutually agreed upon transfer, to the care and control of municipalities. This is often seen when there is a breakdown in existing cemetery boards and/or when churches cease operations. For many existing private cemetery boards their board members and volunteers are aging and are unable to assist with the operations and maintenance of the cemetery any longer. Finding new members proves to be difficult for these boards to continue. In addition to aging board members, there are other issues that are contributing to the increase in cemetery transfers:

- high maintenance costs
- inaccuracy of records
- lack of financial and human resources to effectively operate and maintain the cemetery

- increased regulatory processes that require ongoing training for selling of interment rights, and the financial operation of the care and maintenance fund, etc.

Township Owned Cemeteries

The Township of Clearview currently owns and operates nine (9) cemeteries within its geographic boundaries. Out of these nine cemeteries, four (4) are considered active meaning that there are still interment rights to be sold, or burials to take place. Below is a chart outlining these cemeteries and their status:

Cemetery Name	Address	Status
Batteau Hill Cemetery	2670 County Road 124, Duntroon	Inactive
Bethel Union Cemetery	2249 Creemore Avenue, New Lowell	Inactive
Dunedin Union Cemetery	9 Turkeyroost Lane, Dunedin	Active
Duntroon Pioneer Cemetery	2870 County Road 124, Duntroon	Inactive
Lavender Cemetery	827103 Mulmur/Nottawasaga Townline, Creemore	Active
Old Zion Presbyterian Church Cemetery	6130 Highway 26, Sunnidale Corners	Inactive
Second Line Nottawasaga Cemetery	2279 County Road 42, Stayner	Active
Stayner Union Cemetery	7661 Highway 26, Stayner	Active
Zion Presbyterian Church Cemetery	12358 County Road 10, Sunnidale Corners	Inactive

For the Dunedin and Stayner Union Cemetery, the Township looks after the maintenance and burials through a third-party contractor. The maintenance and burials for the Lavender Cemetery are conducted through the Board. For the Second Line Nottawasaga Cemetery all the interment rights have been sold, but there remains one burial to be completed. The cost to maintain an active cemetery is expensive. Although burial costs and the installation of markers, etc. are cost recovery through the purchaser, grounds maintenance is not.

Inactive cemeteries still require consistent grounds maintenance, which includes any monument restoration for health and safety, and record searches for the public register.

Comments and Analysis

When analyzing the number of cemeteries that Clearview Township currently owns and operates, maintenance and administration is a large undertaking. To add any additional cemeteries by way of transfer or abandonment will only compound the issues the Township is already facing. In the past year, the Township has been approached by two separate entities regarding possible cemetery transfers. When a board or cemetery transfers ownership to the municipality, the issues are transferred with it. Municipalities are not immune to the same concerns. It becomes a strain on municipal resources, financially, administratively, and operationally.

Administrative Impact

From an administrative perspective the management of four active cemeteries is both time consuming and complex. No interment is the same, and providing good customer service takes time especially for those making arrangements while also dealing with grief. Administrative tasks include but are not limited to: interment right sales and mapping, burial contracts and scheduling, monument placement, historical record searches, plot and monument staking, fees and charges review, family transfers of interment rights and annual reporting to the Bereavement Authority of Ontario (BAO).

- **Incomplete records**

Often the records accepted by the Township from a dissolved cemetery board or church are incomplete and disorganized. This is no fault of the previous board members, as they are also often operating with limited resources. However, it does make it difficult to manage the cemetery post-transfer when records are sparse. Understanding which plots are occupied and by who is critical to the sound management of a cemetery. Unfortunately, this is not made possible in all cases because of incomplete records. In addition, records received during a transfer usually are maintained under different records management standards and are often organized and named inconsistently. Adaptation to Township records keeping practices takes time.

- **Lack of human resources**

Cemetery management is a highly regulated professional field, with the responsibility of which is often placed on public sector employees who may have limited knowledge of cemeteries in general. With reduced resources within municipalities especially rural ones, the management of cemeteries often becomes a secondary responsibility to another position. There is also a lack of affordable training available for municipal employees who are required to abide by regulations set out by the FBCSA and the BAO.

- Increased regulatory processes

Annual reporting requirements of the BAO can be extensive and complex. This includes monitoring the number of interments, the transfers to the Care and Maintenance Fund (C&M), and how the C&M fund can be used. There are also regulations pertaining to maintaining a public register, how sales are to be conducted and strict guidelines on Cemetery By-law approvals, and expansions including the erection of columbaria structures.

- Inconsistent cemetery regulations

Cemeteries can have many different regulations related to plot size, number of burials allowed in a given plot, monument size, what types of flowers/shrubs are allowed to be installed near a headstone etc. The transfer of different cemeteries having inconsistent regulations can make it difficult to adapt management practices in order to maintain original cemetery operational standards.

Operational Impact

Similarly, from an operational perspective the grounds maintenance of cemeteries, whether active or inactive, is both time consuming and complex. A key issue when analyzing the maintenance component of cemetery management is the lack of financial resources to support the operation. Cemetery maintenance includes, but is not limited to: grass cutting (whipper snipping around monuments), tree and shrub maintenance, monument and corner stone maintenance, water pipe and washroom monitoring, and general upkeep of cemetery grounds (removal of debris, etc.).

- High maintenance costs

As with many services, there are rising costs to contend with. Municipalities have adopted different models to address the maintenance of such, with third party contractors being commonly used or it becomes the responsibility of an internal department such as Parks & Recreation. Regardless the model, the costs have increased significantly over the last decade with equipment purchases/upgrades, insurance requirements for third-party contractors, and the time it takes to cut the grass and whipper snip around monuments. To put it into perspective, the Stayner Union Cemetery with the expansion is 25 acres with monuments to manoeuvre around during ground care. Other considerations for maintenance includes monument restoration and ensuring that they are not deteriorated to the point where they are unsafe. This is important for older cemeteries where restoration hasn't been provided in the past and there are many deteriorating monuments.

- Cost of cemetery management software

Cemetery Management Software can help municipalities manage cemetery records, including plot sale contracts, interment rights certificates, and regulatory reporting.

However, these software solutions are often expensive and require a large amount of staff time to implement especially with incomplete data and records. These software solutions range in price from \$5,000 to \$100,000 with annual maintenance costs. This investment in software can be a large budget request and one that would need to be supported from taxation with the limited funds in cemetery general accounts.

- **Inadequate Care and Maintenance funds**

When the Funeral, Burial and Cremation Services Act, 2002 (FBCSA) was enacted, it stipulated that a care and maintenance fund for a cemetery shall be established. A cemetery operator is required to make contributions to the fund from the sale of in-ground graves, crypts, tombs, niches, scattering rights and monument installation. The contribution is prescribed under the FBCSA and differs dependant on the interment type. The idea is that the fund (income earned from the fund - interest) pays for maintenance costs after a cemetery has stopped making sales. In reality, this concept does not produce enough funds to maintain a cemetery. Looking at the Stayner Union Cemetery as an example, for the very basics (grass cutting and whipper snipping) the interest from the care and maintenance fund does not provide enough monies to maintain the cemetery for the 7 months it's required. In addition, the care and maintenance fund is also to be utilized for the stabilization, maintenance and security of markers. Cemeteries are not self funding, and maintenance of such is becoming a larger budget concern.

Support Request

Cemetery transfers and abandonments have been an ongoing concern for Clearview Township for many years. When you look at the large geography of the Township there are many cemeteries within the boundaries that have the potential to be transferred. To gauge the concern of other municipalities on this issue, staff addressed it at a Simcoe County Clerks group discussion. Many neighbouring municipalities expressed that they were dealing with the same issues and have also been approached by different external entities on possible transfers.

As result of the discussion, it was agreed that to assist with the real concerns with transfers and abandonments of cemeteries, it's vital that the Province provide assistance to adequately support this infrastructure. Support can be provided in many different forms, with staff making the following recommendations for the Ministry of Public and Business Service Delivery and the BAO:

- Amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;

- Provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- Provide free training opportunities for municipalities regarding cemetery administration; and,
- Investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost.

There is not one solution to solve all the issues, but at the very least it's important to identify the concerns and have open and real discussions at the provincial level on what support can be provided.

Clearview's Strategic Plan

The above initiative supports the following strategic pillars:

- Governance

Financial Implications


It is difficult to identify an exact dollar amount that can be attributed to a cemetery transfer/abandonment to the municipality. Every transfer is different and depends on a multitude of factors beginning with the cemetery status (active/inactive), acreage, care and maintenance fund (if any), maintenance of records, etc. What is being recommended by staff by way of support from the province is not meant to erase the costs entirely, but rather, to alleviate the financial burden in some capacity.

Report Appendices

Not applicable.

Approvals

Submitted by:	Sasha HelmKay, B.A., Dipl. M.A., AOMC, Clerk/Director of Legislative Services
Reviewed by:	Krista Pascoe, Deputy Clerk
Financial Implications Reviewed by:	Kelly McDonald, Treasurer
Approved by:	John Ferguson, CAO

 Corporate Services Department Legislative Services Division	
Date & Time Received:	December 12, 2023 11:02 am
Original To:	CIP
Copies To:	
Take Appropriate Action	<input type="checkbox"/> File <input type="checkbox"/>
Notes/Comments:	

From: Linda Laliberte <llaliberte@grca.on.ca>

Sent: December 8, 2023 12:04 PM

Cc: Nancy Taylor <Nancy.Taylor@durham.ca>; John Henry <John.Henry@durham.ca>; 'Elaine.Baxter-Trahair@durham.net' <Elaine.Baxter-Trahair@durham.net>; Clerks <Clerks@durham.ca>

Subject: [Programs and Services November 23, 2023](#)

Good Afternoon:

In early October 2021, the province of Ontario released three new regulations under the *Conservation Authorities Act*. These regulations are intended to implement some of the amendments made to the *Act* over the last few years. In the fall 2021, the province communicated information about these new regulations directly to municipalities.

One of these regulations, Ontario Regulation 687/21, Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the *Act* required each Conservation Authority to develop a Transition Plan which outlined timelines for developing and completing program and service agreements with watershed municipalities. The regulation required the Conservation Authority to circulate a transition plan by December 31, 2021 to all watershed municipalities as well as the Ministry of the Environment, Conservation and Parks. The Transition Plan was forwarded to the member municipalities in early December 2021.

A second requirement under Ontario Regulation 687/21 is to develop an Inventory of Programs and Services based on the three categories identified in the Regulation. These categories, as defined by the regulation, include:

- (1) Mandatory,
- (2) Municipally requested, and
- (3) Other (that the Authority determines are advisable).

The regulation further required that the Inventory listing be submitted to the Ministry of the Environment, Conservation and Parks and circulated to all participating municipalities by February 28, 2022 as well as to post it on the GRCA's website. This requirement was completed February 24, 2022.

The Programs and Services Inventory has been reviewed over the past year and a half with some revisions made including the removal of natural heritage review and the Clean Water – Healthy Lands program being moved from Category 2 to Category 3. Attached is the Ganaraska Region Conservation Authority's (GRCA) Programs and Services Inventory which indicates the category as well as the cost of each area based on the average of the 2023 budget and 2024 preliminary budget. This document which was approved by the Board of Directors at the November 23, 2023 meeting at which time the Board directed staff to distribute the Programs and Services Inventory to the member municipalities and the Ministry of Natural Resources and Forestry.

The Inventory of Programs and Services is to be an evolving document. It is anticipated that refinements will be incorporated as negotiations with municipalities proceed and further discussions evolve within program areas. Updates will be provided to municipalities and posted on the Authority's website. The GRCA appreciates its partnership with all watershed municipalities and look forward to working with you on the agreements.

This correspondence has been sent to the Chair, Chief Administrative Office, Commissioner of Finance and Clerk of the Region of Durham. If you have any questions or wish to discuss any of the above, please do not hesitate to contact me.

Linda

Linda J. Laliberte, CPA, CGA
CAO/Secretary-Treasurer



"Clean Water Healthy Lands for Healthy Communities"

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Please visit our website for further information and the staff directory.

Disclaimer: This communication is intended for the addressee indicated above. It may contain information that is privileged, confidential or otherwise protected from disclosure under the Municipal Freedom of Information and Privacy Protection Act. If you have received this email in error, please notify me immediately.



**GANARASKA REGION
CONSERVATION AUTHORITY**

PROGRAMS & SERVICES INVENTORY

NOVEMBER 23, 2023

*Clean Water, Healthy Land
For Healthy Communities*

Ganaraska Region Conservation Authority
Programs and Services Inventory

With the passage of Regulation 687/21 “Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act”, Ganaraska Region Conservation Authority (GRCA) is required to prepare an inventory in accordance to Section 6 of the new regulation.

The inventory, as quoted from the regulation, states the following:

Section. 6 – Inventory of Programs and Services

1) An authority shall prepare an inventory to include in its transition plan in accordance with this section.

2) In preparing the inventory, the authority shall ensure that,

a) the inventory lists all the programs and services that the authority is providing as of February 28, 2022;

b) the inventory lists all the programs and services described in subsection (7) that the authority intends to provide after February 28, 2022; and

c) for each program or service listed in accordance with clause (a) or (b), the authority,

i) estimates of the total annual cost of providing the program or service in the following manner and includes the estimate in the inventory:

(1) if the program or service has been provided by the authority for a period of five or more years, calculate the average annual cost of providing the program or service for five years,

(2) if the program or service has been provided by the authority for a period of less than five years, calculate the average annual cost of providing the program or service based on the period that the program was offered,

(3) if the program or service has not been provided by the authority but is intended to be provided after February 28, 2022, calculate the average annual cost of providing the program or service based on the authority’s best assessment of what the costs will be and provide an explanation for the assessment, and

(4) if the authority is of the opinion that the average annual cost determined under sub-subclause (A) or (B) does not reflect the average annual cost to provide the program or service in the future, adjust the average annual cost and provide an explanation for this adjustment,

ii) indicates the sources of funding available to cover the total annual cost estimated in subclause (i), including any municipal funding provided through municipal levy, provincial or federal funding, private funding or funding generated by the authority through user fees or otherwise, and

iii) provides an estimate of the percentage of the total annual cost estimated in subclause (i) that each of the sources of funding referred to in subclause (ii) is expected to cover.

3) In the inventory, the authority shall classify all of the programs and services listed under clause (2) (a) according to the following categories of programs and services:

1. Category 1 programs and services - the mandatory programs and services provided under section 21.1 of the Act.

2. Category 2 programs and services - the municipal programs and services provided under section 21.1.1 of the Act.

3. Category 3 programs and services - the other programs and services provided under section 21.1.2 of the Act.

4) For each Category 1 program or service listed in the inventory under clause (2) (a), the authority shall,

a) indicate into which type of Category 1 programs and services it falls, based on the types of mandatory programs and services that are,

i) described in paragraph 1 of subsection 21.1 (1) of the Act,

ii) prescribed by regulation under paragraph 2 of subsection 21.1(1) of the Act, and

iii) described in subsection 21.1 (2) of the Act; and

b) explain why, in the authority's opinion, each Category 1 program or service falls into the specified type of mandatory programs and services and, if the authority has concerns about how to classify certain programs and services, explain those concerns.

5) For each Category 2 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

(1) The name of the municipality on behalf of which the program or service is provided.

(2) The date on which the authority and the municipality entered into a memorandum of understanding or another agreement with respect to the provision of the program or service.

6) For each Category 3 program or service listed in the inventory under clause (2) (a), the authority shall include the following information:

(1) Whether or not the program or service was financed, in whole or in part, through municipal levies collected from participating municipalities.

(2) Whether or not the authority intends to seek to enter into a cost apportioning agreement with one or more participating municipalities to ensure all or part of the financing of the program or service after the transition date.

7) If an authority is aware on or before February 28, 2022 that it intends to provide a new Category 1, Category 2 or Category 3 program or service after February 28, 2022, the authority shall,

a) include the proposed program or service in the inventory;

b) in the case of a Category 2 program or service, indicate in the inventory that the authority intends to enter into a memorandum of understanding or another agreement under section 21.1.1 of the Act with the municipalities on behalf of which the program or service will be provided; and

c) in the case of a Category 3 program or service, indicate in the inventory whether the authority intends to seek to enter into a cost apportioning agreement with one or more participating municipalities to ensure all or part of the financing of the proposed program or service after the transition date.

The Programs and Services Inventory table which follows lists the Ganaraska Region Conservation Authority's (GRCA) programs and services as well as new requirements as described in Ontario Regulation 686/21.

Ganaraska Region Conservation Authority

November 23, 2023

Program Area	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Support Services:						
Program Description: Key assistance provided to all departments of the conservation authority, board of directors, member municipalities and the general public to enable Ganaraska Conservation to operate in an accountable, transparent, efficient and effective manner.						
CS	Corporate Services	Administrative, human resources, operating and capital costs which are not directly related to the delivery of any specific program or service, but are the overhead and support costs of a conservation authority. Includes health and safety program, overseeing programs and policies.	1	CA Act 20	264,600	Municipal Levy – 87% Self-Generated – 13%
CS	Financial Management	Annual budget, accounts payable and receivable, payroll, financial analysis, financial audit, administration of reserves and investments, financial reports for funding agencies, preparing and submitting reports to CRA, benefits program administration.	1	CA Act 20	81,700	Municipal Levy – 100%
CS	Legal Expenses	Costs related to agreements/contracts, HR, etc.	1	CA Act 20	3,000	Municipal Levy – 100%
CS	Governance	Supporting CA Boards, Advisory Committees, Office of CAO/ST	1	CA Act Part IV	17,000	Municipal Levy - 100%
CS	Communications and Outreach	Public awareness-natural hazards, flood forecasting and warning, permitting requirements, natural hazard identification, mitigation, readiness and response, governance, policy, municipal and public relations and engagement, conservation lands.	1	CA Act20	49,330	Municipal Levy – 100%
CS	Administration Buildings	Administrative office and millennium building used to support staff, programs, and services. Includes utilities, routine and major maintenance, property taxes. Included is a charge out for capital asset replacement.	1	CA Act 20	133,000	Municipal Levy – 90% Self-Generated – 10%
CS	Information Technology Management/ GIS	Data management, records retention. Development and use of systems to collect and store data and to provide spatial geographical representations of data. Included is a charge out for capital asset replacement.	1	CA Act 20	69,200	Municipal Levy - 100%

Program Area	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
<p>Natural Hazard Management Program</p> <p>Program Description: Conservation Authorities (CAs) are the lead provincial agencies on Natural Hazard issues. The goal is to protect life and property from flooding and erosion. This watershed-wide, comprehensive program includes development applications and permits, municipal plan input and review, environmental planning and policy, flood forecast and warning, flood and erosion control infrastructure, technical studies, ice management, education, and public awareness.</p>						
WMHM	Section 28 Permit Administration	Reviewing and processing permit applications, associated technical reports, site inspections, communication with applicants, agents, and consultants and legal costs. Violations also fall under this category	1	CA Act 21.1 O.Reg. 686/21 Sec 8	96,300	Municipal Levy – 62% Self-Generated – 38%
EAS	Municipal Plan Input and Plan Review	Technical information and advice to municipalities on circulated municipal land use planning applications (Official Plan and Zoning By-law Amendments, Subdivisions, Consents, Minor Variances). Input to municipal land-use planning documents (OP, Comprehensive ZB, Secondary plans) related to natural hazards, on behalf of Ministry of Natural Resources and Forestry (MNRF), delegated to CAs (1983). Input to the review, approval processes under other applicable law, with comments related to natural hazards, wetlands, watercourses, and Sec. 28 permit requirements.	1	CA Act 21.1 O.Reg. 686/21 Sec 6 and 7	249,900	Municipal Levy – 70%, Self-Generated -30%
WMHM	Flood Forecasting and Warning	Daily data collection and monitoring of weather forecasts, provincial and local water level forecasts, watershed conditions, snow surveys, flood event forecasting, flood warning, communications and response and equipment maintenance.	1	CA Act 21.1 O.Reg. 686/21 Sec 2.1	160,500	Provincial Transfer Payment - 27% Municipal Levy – 73%

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
WMHM	Flood and Erosion Control Infrastructure Operation and Management	Water and erosion control infrastructure operations and management. Includes all water management structures (flood control, dams and channels, berms, erosion control, etc.) that are annually inspected, and routine maintenance work completed. Included is a charge out for capital asset replacement.	1	CA Act 21.1 O.Reg. 686/21 Sec 2.1 Sec 5.1	32,100	Provincial Transfer Payment – 32 % Municipal Levy – 68%
WMHM	Flood and Erosion Control Infrastructure Major Maintenance	Major maintenance on flood and erosion control structures as required. Projects are dependent on Water and Erosion Control Infrastructure (WECl) funding from the province and support from our municipal partners.	1	CA Act 21.1 O.Reg. 686/21 Sec 5	Varies from year to year	Provincial WECl– 50% Benefitting Municipal Levy – 50%
WMHM	Low water response	Conditions monitoring and analysis. Technical and administrative support to the Water Response Team representing major water users and decision makers, who recommend drought response actions.	1	CA Act 21.1 O.Reg. 686/21 Sec 3	4,000	Municipal Levy – 100%
WMHM	Information Management	Data collection, mapping, data sets, watershed photography. Development and use of systems to collect and store data and to provide spatial geographical representations of data. This includes our geographical information systems and support.	1	CA Act 21.1	Varies year to year depending on projects	Benefitting Municipal Levy - 100%
WMHM	Technical Studies and Policy Review	Studies and projects to inform natural hazards management programs including floodplain management, watershed hydrology, regulations areas mapping update, flood forecasting system assessment, floodplain policy, Lake Ontario shoreline management. These projects often for a specific number of years and are distributed over time as human resources and funding is available.	1	CA Act 21.1 O.Reg. 686/21 Sec 1	Varies from year to year	Benefitting Municipal Levy /Self-Generated – 100% Alternate grant funding when available
CL	Natural Hazards Communications, Outreach and Education	Promoting public awareness of natural hazards including flooding, drought, and erosion. Attending public events, supplying materials. Social media services. Media relations. Educate elementary school students through the Spring Water Awareness program about the danger of floodwaters, dangers of dams, etc.	1	CA Act 21.1 O.Reg. 686/21 Sec 1(3)-3	12,000	Municipal Levy – 70% Self-Generated – 30%

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Provincial Water Quality & Quantity Monitoring						
Program Description: Ganaraska Conservation, in partnership with Ministry of Environment, Climate Change and Parks (MECP), has established long term sites to monitor surface and ground water conditions as well as an investment into long-term monitoring of climate change trends.						
WMHM	Provincial Water Quality Monitoring Network (PWQMN)	CA/MECP partnership for stream water quality monitoring at 9 sites. Staff take water samples and MECP does lab analysis and data management. Information is used for watershed report cards and stewardship project prioritization.	1	O. Reg. 686/21 12 (1) 2	6,100	Municipal Levy – 100%
WMHM	Provincial Groundwater Monitoring Network (PGMN)	A long-standing CA/MECP partnership for groundwater level and quality monitoring at 17 stations. Costs include sampling, data collection, analysis, data management and reporting. MECP funded network installation and continues to fund equipment replacements. Data collected supports groundwater monitoring, low water response, and water quality monitoring.	1	O. Reg. 686/21 12 (1) 1	76,000	Benefitting Municipal Levy – 100%
Local Water Quality Monitoring						
Program Description: Ganaraska Conservation, in partnership with community organizations, municipalities, and federal and provincial agencies has established sites to monitor surface water quality and quantity as well as many other parameters to support a healthy ecosystem.						
WMHM	Surface Water Quality Monitoring Program	Surface water quality monitoring at 18 surface water sites, (in addition to PWQMN), water quantity measurements at 80 baseflow sites and water quality samples collect at 4 auto sampler sites supporting Lake Ontario nearshore water monitoring. Costs include sampling, analysis, equipment maintenance and reporting.	2	CA Act	98,000	Benefitting Municipal Levy – 100%
Drinking Water Source Protection						
Program Description: The protection of municipal drinking water supplies in the Trent Conservation Coalition (TCC) Region and the Ganaraska Region Source Protection Area through the development and implementation of TCC Source Protection Plans. Ganaraska Conservation is a member of the TCC which is a complex regional grouping of five Source Protection Areas including Ganaraska, Crowe, Otonabee, Kawartha and Lower Trent Authorities						
WMHM	Local Source Protection Area DWSP	Source Protection Authority reports, meetings and governance. Delivery of the activities required by the Clean Water Act and regulations as per Clean Water Act.	1	O.Reg. 686/21 Sec 13	90,000	Provincial Transfer Payment MECP– 100%
WMHM	DWSP Risk Management Official	Carrying out Part IV duties of the Clean Water Act on behalf of municipalities through service agreements.	2	CA Act 21.1.1	2,000	Municipal Agreements – 100 %

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Core Watershed-based Resource Management Strategy						
Program Description: The purpose of a watershed plan is to understand the current conditions of the watershed, and identify measures to protect, enhance, and restore the health of the watershed. Watershed strategies provide a management framework to provide recommendations which consists of goals, objectives, indicators, and management recommendations. This addresses existing issues in the watershed and mitigate impacts from potential future land uses, while recommending appropriate actions to protect, enhance, and restore the watershed.						
New	Watershed-Based Resource Management Strategy Development	New Project: Collate/compile existing resource management plans, watershed plans, studies, and data. Strategy development, implementation, and annual reporting. This project builds on previous Watershed Management Strategies. To be completed on or before December 31, 2024 per requirements of Regulation.	1	O. Reg. 686/21 12 (1) 3	To be determined	Municipal Levy – 100%
Sub-watershed Plans and Projects						
Program Description: Watershed strategies provide a management framework to provide recommendations which consists of goals, objectives, indicators, and recommendations. This addresses existing issues in the watershed and mitigate impacts from potential future land uses, while recommending appropriate actions to protect, enhance, and restore the watershed.						
WMHM	Natural Heritage Mapping	Ganaraska Conservation incorporates natural heritage information particularly around wetlands to develop planning and regulatory strategies to mitigate downstream natural hazards. Data is also used in hydrologic and hydraulic models.	2	O. Reg. 686/21 12 (1) 3	33,000	Benefitting Municipal Levy – 100%
EAS	Watershed Ecology	Ganaraska Conservation provides watershed ecology services to specific watershed municipalities.	2	CA Act	46,100	Benefitting Municipal Levy – 100%
Conservation Authority Lands and Conservation Areas						
Program Description: Ganaraska Conservation owns over 11,000 acres of land which includes conservation areas, the Ganaraska Forest, significant wetlands and flood control structures and surrounding land. Ganaraska Conservation property is essential to watershed management, environmental protection, helps implement the Watershed Management Strategy and provides areas for passive recreation.						
CL	Section 29 Enforcement and Compliance	Conservation Areas/Ganaraska Forest/ regulation enforcement and compliance. Ganaraska Conservation staff and a contracted company patrol the 11,000 acres Ganaraska Forest and conservation areas to ensure that the regulations are being adhere to by the users.	1	CA Act 29 O.Reg 686/21 9(1) 4	20,000	Municipal Levy – 100 %

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
CL	Conservation Area Major Maintenance	Major maintenance and capital improvements to support public access, safety, and environmental protection such as pedestrian bridges, boardwalks, pavilions, trails. These expenses are covered by the capital asset reserve in most cases.	1	CA Act 21.1	Varies	Self-Generated – 100%
CL	Land Acquisition	Strategic acquisition of environmentally significant properties.	2 3	CA Act 21.1 O.Reg 686/21 9 (1) 2 vi	Varies	Municipal - % Self-Generated – %
New	Inventory of Conservation Authority lands	New Project: The land inventory will include the following information: location, date obtained, method and purpose of acquisition, land use. Project updates as inventory changes. To be completed on or before December 31, 2024 per requirements of Regulation.	1	O. Reg. 686/21 9 (3)	To be determined	Municipal Levy – 100%
New	Strategy for CA owned or controlled lands and management plans	New Project: A strategy to guide the management and use of CA-owned or controlled properties including guiding principles, objectives, land use, natural heritage, classifications of lands, mapping, identification of programs and services on the lands, public consultation, publish on website. Updates of existing conservation area management plans. To be completed on or before December 31, 2024 per requirements of Regulation.	1	O. Reg. 686/21 9 (1)1	To be determined	Municipal Levy – 100%
New	Land Acquisition and Disposition Strategy	Update: Update current policy to guide the acquisition and disposition of land to fulfill the objects of the authority. To be completed on or before December 31, 2024 per requirements of Regulation.	1	O. Reg. 686/21 9 (2) vi	To be determined	Municipal Levy – 100 %

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Watershed Stewardship						
Program Description: The watershed stewardship program includes a fisheries component, a program funded by municipalities which provides funding for landowners for projects and the landowner tree planting program.						
WS	Private Landowner Stewardship Program	Clean Water-Healthy Land – Financial Assistance Program. In partnership with some of the watershed municipalities, Ganaraska Conservation offers environmental technical and financial assistance, tools and information to any resident, business, school or service club within its jurisdiction and within the participating municipality.	3	CA Act	60,000	Benefitting Municipal Levy – 100%
WS	Tree Planting Services	Clean Water-Healthy Land – Tree Planting GRCA Tree Seedling Program allows property owners to purchase bare root native tree and shrub seedlings at a minimal cost. GRCA also provides full-service tree planting to landowners.	3	CA Act	100,000	Self-Generated – 100%
WS	Fisheries Services	In partnership with Fisheries and Oceans Canada, Ganaraska Conservation staff are responsible for the sea lamprey monitoring program on Cobourg Creek which captures and samples many difference species and record the results and submit data. Fish surveys are also done with other partners, such as OPG and Hydro One through agreements.	3	CA Act	26,800	Agreement in place Self-Generated – 100%
WS	Stewardship Partner Projects	Ganaraska Conservation’s stewardship program partners with various organizations to deliver environmental programs and projects. These programs are for a limited time period. Example include the Highway of Heroes Tree Campaign tree planting partnership, Forests Ontario and the Durham Collaborative Tree Program.	3	CA Act	Varies from year to year	Agreement in place Self-Generated – 100%

	Program/Service and Subservices	Description	Category (1,2,3)	Category Rationale	Program Cost Estimate (\$)	Funding mechanism and percentage of costs
Other Program Areas						
Program Description: Ganaraska Conservation delivers other programs that are not part of the mandatory programs and services as outlined in O. Reg. 686/21. All of these programs are funded without municipal general levy. All of the programs influence and enhance the health and watershed management of the GRCA and are part of a larger integrated watershed management model.						
CL	Outdoor Education	The Ganaraska Forest Centre, located in the heart of the Ganaraska Forest, is home to the outdoor education program of the GRCA where thousands of students visit for a day or overnight to learn about their environmental footprint and become familiar with the natural world around them. Taught by Ontario – certified teaching staff, the GFC offers curriculum-based education programs for elementary and secondary students. These programs focus on local watersheds, ecosystems, and environmental issues. Programs take can also take place at schools (indoors and outdoors) or through online learning.	3	CA Act 21.1.2	479,200	Self-Generated – 100%
NEW	Other	Opportunities for new projects or programs that benefit the watershed and its municipal partners can occur anytime and can have varying durations. These projects may require matching funding or be self-sustaining. New projects may require municipal participation and/or funding.	3	CA Act 21.1.2		Self-Generated and/or Benefitting Municipal Levy

Appendix

1) All of the financial information provided is based on estimates, including the percentage of the total annual fund contributions of the various funding providers

2) Under O. Reg. 687/21 Section 6. (2)(c)(i)(D) if the authority is of the opinion that the average annual cost determined under sub-subclause (A) or (B) does not reflect the average annual cost to provide the program or service in the future, adjust the average annual cost and provide an explanation for this adjustment

The costs associated with each program and service are estimated based on the 2023/2024 budget for Ganaraska Conservation. COVID-19 has had a significant impact on the revenues of GRCA and therefore a five-year estimate is not reflective of current and future costs. The costs for programs and services increase annually due to increases in wages and benefits and the increased operational costs due to inflation. As well program operations are often modified based on best management practices.

DURHAM NUCLEAR HEALTH COMMITTEE (DNHC) MINUTES

Location

Virtual

Date & Time

November 17, 2023 at 1:00 PM

A regular meeting of the Durham Nuclear Health Committee was held on Friday, November 17, 2023 at 1:00 PM via Microsoft Teams. This meeting was also livestreamed on <https://www.eventstream.ca/events/durham-region>.

Attendance

Members

Dr. Robert Kyle, Durham Region Health Department (DRHD) (Chair)
Lisa Fortuna, DRHD
Caitlyn Paget, DRHD
Phil Dunn, Ministry of the Environment, Conservation and Parks (MECP)
Raphael McCalla, Ontario Power Generation (OPG)
Loc Nguyen, OPG
Dr. Kirk Atkinson, Ontario Tech University (OTU)
Jane Snyder, Public Member
Veena Lalman, Public Member
Susan Ebata, Public Member
Janice Dusek, Public Member
Dr. Seewoosunkur Gopaul, Public Member
Alan Shaddick, Alternate Public Member
Bill Rattan, Alternate Public Member
Adam de Grosbois, Alternate Public Member
Madison Kidd, Youth Public Member
Madisen Wood, Youth Public Member

Presenters & Staff

Dianne San Juan, DRHD (Secretary)
Sendi Struna, DRHD
Helen Tanevski, DRHD
Lindsay Hamilton, OPG
Ali Esmaeily, OPG
Paul McDonald, Canadian Nuclear Safety Commission (CNSC)
Cody Krasnaj, CNSC
Tanya Johnston, CNSC
Taline Kalindjian, CNSC
Nicole Simon, CNSC
Jessica Way, CNSC

Adrian Nalasco, Ministry of Energy
Anjali Pandya, DRHD
Adrian Chung, Region of Durham, IT- Service Delivery

Regrets

Deborah Kryhul, Public Member
Hardev Bains, Public Member
Dr. Lubna Nazneen, Public Member

Dr. Robert Kyle opened the virtual meeting and welcomed everyone.

Land Acknowledgement by Dr. Kyle.

Dr. Kyle mentioned that observers who have questions concerning presentations should email or discuss their requests with Dianne San Juan, DNHC Secretary, at dnhc@durham.ca.

Dianne will follow-up with each of the presenters after the meeting with the observers' questions off-line to prevent any duplication of emails and responses. Dianne will report back to Dr. Kyle the outcomes of the questions received.

1. Approval of Agenda

The Agenda was adopted.

2. Approval of Minutes

The Minutes of September 22, 2023 meeting were adopted as written.

3. Correspondence

3.1 Conference Board of Canada (CBOC) report: "Ontario Power Generation Economic Impact Analysis of Small Modular Reactors (SMRs) Received from Ontario Power Generation (OPG) on October 20, 2023: The Conference Board of Canada (CBOC) report highlights the construction of four Small Modular Reactors (SMRs) by OPG at its Darlington Nuclear site and its economic impact on Ontario and Canadian economies. More information can be found at <https://www.opg.com/release/opgs-smrs-will-generate-jobs-and-lasting-economicbenefits-for-ontario/>

4. Presentations

All meeting presentations will be made available on the [Council and Committee Meetings Calendar](#). PDF files for each presentation can be accessed using the agenda HTML link and a video recording of the meeting can be viewed using the webstreaming link that will be provided after December 13, 2023.

4.1 Environmental Action Levels

Presented by Ali Esmaily, Section Manager Environment, OPG

Highlights of the presentation included:

- What Are Action Levels
- Historical Methodology Used
- Reason For Changing Methodology
- New Methodology
- Application At OPG Facilities
- Meaning Of Action Level Exceedances

New Action Levels (and planned Licence Release Limits) are based on the control technology in place and are not exposure (dose) based.

Action Levels are set below levels protecting human health and the environment. For this reason, exceeding a limit does NOT necessarily imply that either the health of the public or of an ecosystem is at risk.

There were no questions following the presentation.

4.2 Darlington New Nuclear Project (DNNP): Update on the Regulatory Review and January 2024 Public Hearing

Presented by Nicole Simon, Senior Project Officer, Advanced Reactors Licensing Division (ARLD) and Jessica Way, Environmental Assessment Officer, Environmental Review Division (ERD), CNSC

Highlights of the presentation included:

- DNNP Overview and Licence Application
- Licensing and Hearing Process
- Upcoming events

Commission Member Documents (CMD) are documents that will provide the results of CNSC staff's technical reviews and recommendations.

Presenters provided an overview of CMD #1, which includes a review of the Plant Parameter Envelope, Environmental Impact Statement, and their conclusions and recommendations.

CNSC staff conclude that OPG's selection of the BWRX-300 reactor technology is bounded by the Environmental Assessment (EA), and that the conclusions of the EA remain applicable for this reactor technology.

Public Hearing #1 is scheduled for the week of January 22, 2024, to decide on the applicability of the DNNP EA with respect to OPG's selected BWRX-300 small modular reactor technology.

For CMD#2, CNSC staff will complete a review of OPG's License to Construct application and supporting documentation.

Public Hearing #2 is tentatively scheduled for October 2024, pending the outcome of Hearing #1. Public Hearing #2 is a consideration of a licensing decision under the *Nuclear Safety and Control Act*.

DNNP Website:

<https://www.nuclearsafety.gc.ca/eng/resources/status-of-new-nuclear-projects/darlington/index.cfm>

DNNP Open Government Portal:

<https://open.canada.ca/data/en/dataset/0968ddc5-710e-4388-b379-184764df6f4c>

Questions:

dnnp-npnd@cnsccsn.gc.ca

Question received from Susan Ebata: Is there any information in the Environmental Assessment related to Whitby?

Answer: The original EA included site study, local study, and a regional study for the effects on the Darlington site specifically. This includes the Municipality of Clarington, and the regional study area would have included up to the Town of Whitby. The presenter was unsure of the exact boundaries, however did confirm that the regional study did include a broader geographical area. The original EA is archived on the Canadian Environmental Assessment Agency website. It can also be found through the last slide of this presentation on the Open Government Portal website for the DNNP.

Question received from Madison Kidd: It was said that during construction ground water will be disturbed but will cease after construction. How long will it take after construction is done for the ground water to return to its original state?

Answer: If left alone, with no mitigation measures in place to restore the flow back to its original state, it would take 2-3 years (as per OPG). Additional modelling studies predicted higher than normal recharge rates to groundwater. It is anticipated that the length of time it would take for groundwater to restore to its original state following construction will be shortened because of this enhanced recharge rate.

4.3 Ministry of Energy - Update on Nuclear Projects and Initiatives in Ontario

Presented by Adrian Nalasco, Director, Nuclear Supply, Energy Supply Policy Division – Ministry of Energy

Highlights of the presentation included:

- Where our system stands today
- The Future: electrification and growth
- Powering Ontario's growth: New nuclear at Bruce Power, SMRs, Pickering refurbishment
- Other nuclear initiatives

Nuclear remains the single largest source of electricity generation in Ontario. Growth in Ontario is predicted from industrial and residential sectors. It is important to start to take actions today to prepare for this growth. *Powering Ontario's Growth* (July 2023) announced actions the government is taking to invest in the energy system, including specific nuclear-related initiatives.

Question received from Adam de Grosbois: Was the bar chart on slide 3 that showed an increase in natural gas utilization over 20 years inclusive of the new SMRs that are predicted to come online or should we expect a potential reduction in natural gas utilization when the SMRs come online.

Answer: The bar chart represents business as usual; it does not provide information on future supply decisions. It represents the state of the system as it is today. The reason for pursuing nuclear initiatives is to reduce reliance on natural gas. The pathway to decarbonization, where we have a doubling of the size of the electricity system, is to have a fully clean electricity system. Mr. Nalasco provided the example of having gas on the system, then using that electricity to power electric vehicles – we should not burn gas to make electricity for electric vehicles.

The nuclear initiatives discussed are all ways of getting new clean power to eventually get rid of natural gas.

4.4 Canadian Nuclear Safety Commission (CNSC) Regulatory Oversight Report for Darlington and Pickering Nuclear Generating Sites: 2022

Presented by Cody Krasnaj, Senior Power Reactor Site Inspector, Darlington Regulatory Program Division, Tanya Johnston, Power Reactor Site Office Supervisor, Pickering Regulatory Program Division, and Taline Kalindjian, Project Officer, Wastes and Decommissioning Division, CNSC

Highlights of the presentation included:

- Indigenous consultation and engagement

- General safety observations and performance
- CNSC compliance verification program
- Security performance and observations
- Darlington and Pickering Nuclear Generating Stations updates
- Potassium iodide pill working group updates
- Darlington and Pickering waste management facility updates

Indigenous Nations and communities, the public and the environment were protected.

Reported doses to workers and public were below regulatory limits.

All nuclear material in Canada remained in peaceful activities and Canada's international obligations were fulfilled.

Issues identified during compliance verification activities and events were either addressed or are being addressed by licensees.

Safety and Control Areas (SCAs) rated Satisfactory for all Nuclear Power Plants (NPPs) and Waste Management Facilities (WMFs) with the exception of the Security SCA for Darlington NGS and Pickering NGS.

The following questions were received during the meeting:

Question received from Bernie Mayer (Haliburton, Kawartha, Pine Ridge District Health Unit): Are there potassium iodide (KI) pill distribution plans for each plant? If so, could they be shared with health units?

Answer: The distribution of KI pills is stipulated in REGDOC-2.10.1 which requires licensees (OPG) to support the province and municipality to pre-distribute KI within 10 km, and make it available to anyone within 50 km. The Provincial Nuclear Emergency Response Plan (PNERP) applies across the province and includes responsibilities for designated municipalities related to the distribution of KI pills. A KI working group was established to provide clarity on KI distribution plans. The second phase of the KI working group is being led by Emergency Management Ontario and will establish detailed plans of the distribution of KI pills in the Ingestion Planning Zone (IPZ). REGDOC-2.10.1 is available at: <https://nuclearsafety.gc.ca/eng/acts-and-regulations/regulatory-documents/published/html/regdoc2-10-1/index.cfm>

5. Communications

5.1 Community Issues at Pickering Nuclear and Darlington Nuclear

Lindsay Hamilton, Manager, Corporate Relations, Pickering Nuclear provided an update on Community Issues at Pickering and Darlington:

- Operational performance updates

- DNNP updates; site preparation work continues
- 2 public hearings on the DNNP; Jan 22, 2024 and fall 2024
- Engagement of stakeholders, public information sessions
- Electrifying Community Information Sessions - provides an opportunity for local community groups to sign-up for a one-hour virtual information session; more information at <https://www.opg.com/events/electrifying-community-information-sessions/>
- Community activities – Scientists at School, poppy donations campaign, corporate citizenship program
- Updates are available online at OPG.com

There were no questions received during the meeting.

6. Other Business

Dr. Kyle discussed the following Committee updates:

- 1) Our new committee members have been approved by Regional Council.

Dr. Lubna Nazneen: Public Member – Ajax (previously alternate member)

Dr. Seewoosunkur Gopaul: Public Member – Pickering

Madison Kidd: Public Member (youth) – Oshawa

Madisen Wood: Public Member (youth) – Whitby

Adam de Grosbois: Alternate Member – Clarington

Bill Rattan: Alternate Member – Whitby

- 2) Dates for 2024 DNHC meetings are as follows:

February 2, 2024

April 19, 2024

June 21, 2024

September 13, 2024

November 29, 2024

- 3) Other updates

- Going forward, all meeting presentations will be made available on the Regional Council and Committee Meetings Calendar. This can be navigated to via the “DNHC meetings, agendas, presentations and minutes” tab on our webpage durham.ca/dnhc. A video recording of meetings can be viewed using the webstreaming link provided approximately two weeks after each meeting.

7. Next Meeting

Date & Time

February 2, 2024 at 1:00 PM

Virtual

8. Adjournment
3:00 PM