



Administration de pilotage
des Laurentides

Laurentian Pilotage
Authority

2025 ANNUAL REPORT

To the Minister of Public Safety

Period from January 1, 2024, to
December 31, 2024

*Fighting Against Forced Labour and
Child Labour in Supply Chains Act*



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Annual Report under the *Fighting Against Forced Labour and Child Labour in Supply Chains Act* summit by Laurentian Pilotage Authority

Structure, activities and supply chains

The Laurentian Pilotage Authority (**Authority**) is a Crown Corporation listed in Schedule III, Part 1 of the *Financial Administration Act*. It was constituted on February 1, 1972, pursuant to the *Pilotage Act*.

The Authority is financially self-sufficient and reports to the Minister of Transport Canada.

The Authority purchases goods in and outside of Canada.

The Authority is charged with providing marine pilotage services in the waters of the St. Lawrence River, the Gulf of St. Lawrence and the Saguenay River. It is responsible for all aspects related to pilotage, making it a turnkey organization. Its legislative mandate also gives it the responsibility to set the pilotage charges, which must remain reasonable and fair to its customers while allowing it to operate on a self-financing basis.

In this regard, its legislative mandate is based on the following principles and objectives¹:

- That pilotage services be provided in a manner that promotes and contributes to the safety of navigation, including the safety of the public and marine personnel, and that protects human health, property and the environment;
- That pilotage services be provided in an efficient and cost-effective manner;
- That risk management tools be used effectively and that evolving technologies be taken into consideration;
- That an Authority's pilotage charges be set at levels that allow the Authority to be financially self-sufficient.

The Authority is a key instrument of public policy in supporting the resilience and sustainability of the Canadian supply chain. Its services help ensure Canada's economic prosperity, the quality of life of Canadian's and the protection of our great natural endowment.

¹ *Pilotage Act* R.S.C., (1985), c. P-14), section 2

Suppliers play a vital role in the Authority's operations, and we recognize that mutual reliance and respect form the basis of an excellent relationship. The vast majority of goods purchased are related to the procurement and maintenance of a fleet of 1 Shuttle and 3 Pilot Boats. These vessels are procured, or constructed, from Canadian, American or European sources and then maintained in the interest of safety and reliability with parts from the original equipment manufacturer. The unique and limited nature of this equipment restricts the options for sourcing these goods. Other goods purchased include computer equipment, marine safety supplies and technical equipment for pilotage and administrative operations. Goods purchased are manufactured locally in Canada, Europe, the United States and Asia.

The Authority provides pilotage services and does not distribute products within Canada or outside of Canada.

Steps to prevent and reduce risks of forced labour and child labour

The Authority's Code of Conduct sets out the values, ethical principles and conduct to which all Authority employees, regardless of hierarchical level, status or function, must adhere. It guides always conduct and actions and in all circumstances. It reflects everyone's commitment and applies to all employees and those who do business with the Authority.

The Authority has also developed a Supplier Conduct and Responsible Procurement Policy (Policy) to enable the acquisition of quality goods and services in a timely, efficient and cost-effective manner, considering the Authority's sustainable development orientations, while ensuring fairness to all bidders and transparency in its contracting processes. In addition, this policy sets out the minimum standards of conduct required of all suppliers in their dealings with the Authority, subject to the exceptions provided for. It is inspired by and based on the concepts contained in the Government of Canada's Code of Conduct for Procurement.

For greater certainty, all suppliers must meet or exceed the requirements set forth in the Policy and are responsible for ensuring compliance by their subcontractors or subsidiaries. They must also comply with the laws and regulations, best practices and industry standards applicable in Quebec and Canada or where the suppliers operate.

In this context, the Authority requires its suppliers to take measures to mitigate and disclose the risks of human trafficking, forced labor and child labor, and to monitor the respect of human and labor rights in their supply chain.

Any supplier that does business with a company that engages in human trafficking, forced labor or child labor must immediately notify the Authority. In such a case, the Authority reserves the right to take appropriate action, including, but not limited to, requesting further information, declaring a bid non-responsive, and terminating the contract for default, if the supplier fails to comply with the Authority's directives.

Policies and due diligence processes in relation to forced labour and child labour

The Authority's Policy and related processes are in place as an oversight and governance measure to ensure that the Authority obtains the best value when procuring goods and services. These business practices promote fair and transparent procurement decisions, effective supplier relationship management, and mitigation of risks associated with services or work performed by suppliers on behalf of the Authority.

Identifying parts of your institution's activities and supply chains that carry a risk of forced labour or child labour being used and the steps taken to assess and manage those risks

The Authority has not started the process of identifying which parts of our activities and supply chains in the marine industry carry a risk of forced labour or child labour being used.

Measures taken to remediate any forced labour or child labour

The Authority has found no instances of vendors using forced labour or child labour within our activities or supply chain during this or previous reporting periods. We will continue to monitor our contracts and enable our employees through training to identify and report suspicion of forced labour or child labour.

Measures taken to remediate the loss of income to the most vulnerable families that results from any measure taken to eliminate the use of forced labour or child labour in the institution's activities and supply chains

The Authority did not identify any loss of income to vulnerable families resulting from measures taken to eliminate the use of forced labour or child labour in our activities and/or supply chains. As such, no measures have been taken to remediate the loss of income for the most vulnerable families.

Training provided to employees on forced labour and child labour

The Authority does not provide any training to employees on forced labour and/or child labour. However, all employees have access to training offered by the Canada School of Public Service.

Assessing effectiveness in ensuring that forced labour and child labour are not being used in activities and supply chains

The Authority set up an annual review of the organization's policies and procedures related to forced labour and child labour. The Authority evaluates its progress in preventing and mitigating the risk of forced labour or child labour within our supply chain by assessing its practices against the practices of other Crown corporations and regulatory expectations, and through leveraging learning opportunities in this field.

Attestation

In accordance with the requirements of the Fighting Against Forced Labour and Child Labour in Supply Chains Act (Act), and in particular section 11 thereof, I, in the capacity of the Laurentian Pilotage Authority's Chief Legal Officer and Corporate Secretary, attest that I have reviewed the information contained in the report on behalf of the governing body of the entity listed above. Based on my knowledge, and having exercised reasonable diligence, I attest that the information in the report is true, accurate and complete in all material respects for the purposes of the Act, for the reporting year listed within this report.



Anaïs de Lausnay

Chief Legal Officer and Corporate Secretary

31 May 2025

I have the authority to bind the Laurentian Pilotage Authority