



**Nottawasaga Valley**  
Conservation Authority

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December 1, 2021

The Honourable David Piccini,  
Minister of Environment, Conservation and Parks (MECP)  
777 Bay Street, 5th Floor  
Toronto, ON, M7A 2J3

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**SUBJECT: Transition Plan for Submission to Ministry of Environment  
Conservation and Parks (MECP) from the Nottawasaga Valley  
Conservation Authority (NVCA)**

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Purpose of this Document

The *Conservation Authorities Act* requires conservation authorities to prepare Transition Plans outlining steps and timelines for the preparation of an Inventory of Program and Services and for the development and execution of funding agreements with participating municipalities.

The passage of Regulation 687/21 "Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act" requires the development of Transition Plans by each Conservation Authority. The Transition Plans are to outline the process and timelines for the development of cost apportioning agreements with municipalities within their jurisdiction for non-mandated programs and services

The NVCA Transition Plan sets out the process and timelines for the development and execution of memorandum of understandings (MOUs)/agreements between NVCA and Municipal Partners located in Simcoe, Dufferin and Grey Counties to fund program and services that are not deemed to be provincially mandatory core services outlined in the *Conservation Authorities Act* and associated regulations.

Workplan

NVCA staff reviewed the Regulatory Proposal Consultation Guide released by MECP on May 13, 2021, which included discussion with the board of directors to provide initial information on the proposed changes to the Act and the regulatory consultation guide.

Phase 1 Part 1 Workplan

The following workplan lays out steps to be taken by NVCA and associated timelines to develop and enter into funding agreements with the Municipal Partners for non-

mandatory programs and services at the request of a municipality with municipal funding through a MOU and programs and services an authority determines are advisable where municipal funding is needed

With the final Phase 1 regulations released from MECP on October 7, 2021, NVCA staff has developed a Transition Plan based on the transition period and requirements provided by MECP.

This Transition Plan has been completed by December 31, 2021 and was distributed to Minister Piccini, Ministry of the Environment, Conservation and Parks (MECP) and to NVCA member CAOs of the 18 municipalities within our watershed.

Prior to this distribution, the NVCA Board of Directors received and approved the plan noted approval below:

*Staff Report No. 46-10-21-BOD from Doug Hevenor, Chief Administrative Officer regarding Transition Plan for Submission to Ministry of Environment Conservation and Parks (MECP). RES: 67-21*

*Moved by: Cllr. Shirley Boxem Seconded by: Cllr. Rob Nicol RESOLVED THAT: Staff Report No. 46-10-21-BOD regarding the Transition Plan for the MECP in accordance with Section 21.1.4 of the Conservation Authorities Act be approved for submission by the Board of Directors. Carried November 26, 2021.*

The Transition Plan will be circulated to the Minister MECP, all 18 Municipal Partners and posted on the NVCA website before December 31, 2021.

## Part 2 Phase 1 Inventory of Programs and Services

NVCA still will utilize Conservation Ontario template to complete inventory of programs and services which is required to be completed by February 28, 2022 and circulated to member municipalities and posted on the NVCA website

Prior to this distribution, the NVCA Board of Directors will receive and approve the inventory. The inventory of programs and services will be classified as either:

- Category 1 Mandatory,
- Category 2 Municipal or
- Category 3 Other.

These categories are identified in Section 21 of the Conservation Authorities Act.

The inventory will include an estimate of the annual cost of the service, sources of funding and the percentage attributed to each funding source. In addition, a record of the municipal distribution of the inventory is to be forwarded to the MECP. Any changes to the inventory after February 28, 2022 will be documented and forwarded to MECP.

Transition Plan

Timeline	Action	Status
October 2021	Review existing MOUs and Agreements to set the stage for future budget submissions, timing of subsequent meetings, preliminary concerns with deadlines	Complete
October 25- November 10, 2021	Development of Transition Plan	Ongoing
November 26, 2021	Presentation of Transition Plan to NVCA Board	Completed 11/26/21
December 1, 2021	Submission of Transition Plan to Ministry of Environment and Conservation and Parks (MECP) and Municipal Partners	Completed 12/01/2021
December 1, 2021	Post Transition Plan on NVCAs website	Completed 11/29/2021

Phase 1 of Transition Period

Timeline	Action	Status
September 1, 2021 - January 31, 2022	Development of Inventory of Program and Services - identification of category classification, funding sources, average annual cost.	Ongoing
January 1, 2022 - February 18 2022	Ongoing work to complete Inventory including co-ordination/consultation with adjacent CAs and Municipal Partners as required	Ongoing
February 25, 2022	Presentation of Inventory of Program and Services to NVCA Board	To be completed
February 28, 2022	Submit Inventory of Programs and Services and record of consultation to MECP and Partner Municipalities	To be completed

Phase 2 of the Transition Period

Timeline	Action	Status
March 2022 - June 2023	Ongoing discussions with Municipal Partners regarding timing, form, and content of MOUs/agreements	Ongoing
July 1, 2022	Submit Progress Report to MECP	To be completed
October 1, 2022	Submit Progress Report to MECP	To be completed
January 1, 2023	Submit Progress Report to MECP	To be completed

Timeline	Action	Status
April 1, 2023	Submit Progress Report to MECP	To be completed
July 1, 2023	Submit Progress Report to MECP	To be completed
October 1, 2023	Submit Progress Report to MECP	To be completed
June 2023	NVCA Board approval of 2024 preliminary levy submission	To be completed
September/November 2023	NVCA Board endorsement of Funding MOU/agreement and 2024 levy submission	To be completed
November/December 2023	Municipal Partners Approval of MOU/agreement	To be completed

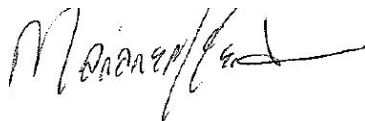
Relevance to Authority Policy/Mandate

The Plan will allow NVCA Staff to complete the associated body of work that will allow the organization to become fully compliant under the CA Act by January 1, 2024.

Impact on Authority Finances

During the transition process the 2022 Budget will be in a status quo format following the design of former NVCA budgets. As the transition continues the budget for 2023 will see the budget process begin to conform to the recent changes to the regulations culminating in 2024 with a budget that is fully compliant to the recent regulatory changes.

*Original Signed and approved by:*



Mariane Mcleod  
Councillor, Town Of Collingwood  
NVCA Chair



Doug Hevenor  
Chief Administrative Officer