

LAKEHEAD REGION CONSERVATION AUTHORITY TRANSITION PLAN

Purpose

The *Conservation Authorities Act* requires conservation authorities to prepare Transition Plans outlining steps and timelines for the preparation of an Inventory of Programs and Services and for the development and execution of funding agreements with Member Municipalities. The Lakehead Region Conservation Authority (LRCA) Transition Plan sets out the process and timelines for the development and execution of memorandum of understandings (MOUs)/agreements between LRCA and its Member Municipalities to fund program and services that are not deemed to be provincially mandatory core services outlined in the *Conservation Authorities Act* and associated regulations.

This Transition Plan is valid for the following municipalities in the jurisdiction of the LRCA: City of Thunder Bay, Municipalities of Neebing, Shuniah and Oliver Paipoonge and the Townships of Dorion, Gillies, O'Connor and Conmee.

Regulated Timelines

Phase I

Transition Plan

This Transition Plan is required to be completed by **December 31, 2021** and distributed to member municipalities and the Ministry of the Environment, Conservation and Parks (MECP).

Prior to this distribution, the LRCA Board of Directors will receive and approve the plan. The Transition Plan will be posted on the LRCA website before December 31, 2021.

Inventory of Programs and Services

An inventory of program and services is to be prepared and circulated to Member Municipalities of the LRCA by **February 28, 2022**.

The inventory of programs and services will be classified as either Category 1: Mandatory, Category 2: Non-Mandatory 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 22, 2022 will be documented and forwarded to MECP.

Phase II

Municipal Agreements

All municipal agreements for non-mandated services are to be in place by **January 1, 2024**.

LRCA will negotiate with their municipal partners to develop agreements for non-mandated but important watershed wide programs and services. The negotiations will be undertaken after the circulation of the inventory in February 2022.

Timeline Summary

Phase I		
DELIVERABLE	DUE DATE	TIMELINE
Develop Transition Plan	December 31, 2021	October 2021 to November 15, 2021
Obtain Board approval of the Transition Plan	November 24, 2021	
Post Transition Plan to website and circulate to municipalities and MECP	December 31, 2021	
Develop Programs and Services Inventory with Board approval		By February 23, 2022
Circulate Programs and Services Inventory to municipalities and MECP	February 28, 2022	
Phase II		
Negotiations of cost apportioning agreement with municipalities		March 2022 to May 2023
LRCA Approval of MOUs/Agreements		June 2023 to August 2023
Execute municipal agreements	January 1, 2024	June 2023 to October 2023
Reporting to MECP		
	July 1, 2022	
	October 1, 2022	
	January 1, 2023	
	April 1, 2023	
	July 1, 2023	
	October 1, 2023	
Request for extension of transition date	October 1, 2023 (if required)	
Final Report to MECP	Jan. 30, 2024	

Notes: The due dates are based on the current regulations. Timelines may be influenced by the issuance of new related regulations.