



Long Point Region Conservation Authority

4 Elm St., Tillsonburg, Ontario N4G 0C4
519-842-4242 or 1-888-231-5408 • Fax 519-842-7123
Email: conservation@lprca.on.ca • www.lprca.on.ca

December 2, 2021

Al Meneses, CAO
al.meneses@norfolkcounty.ca

Re: LPRCA Transition Plan – O. Reg. 687/21

Dear Mr. Meneses,

The Board of Directors meeting was held on Wednesday December 1, 2021 and the LPRCA Transition Plan (attached) was recommended to be circulated to member municipalities. The LPRCA Transition Plan communicates the Authority's strategy to achieve the requirements of Ontario Regulation 687/21.

Ontario Regulation 687/21 requires each Conservation Authority to develop and implement a "Transition Plan" that outlines the steps to be taken to develop an inventory of programs and services. The Transition Plan is to be circulated to member municipalities and submitted to the Ministry of Environment, Conservation and Parks by December 31, 2021. The Authority's inventory of programs and services will be circulated to member municipalities by February 28, 2022.

If you or your officials have any questions or need further information, please contact Aaron LeDuc, Manager of Corporate Services at aleduc@lprca.on.ca or 519-842-4242, ext. 224.

The Long Point Region Conservation Authority appreciates your continued support and we look forward to working with you to ensure the delivery of quality programs and services throughout the watershed.

Sincerely,

A handwritten signature in black ink, appearing to read "Judy Maxwell".

Judy Maxwell, General Manager

cc. Brandon Sloan, General Manager
Teresa Olsen, County Clerk



A Member of the Conservation Ontario Network



**Long Point Region
Conservation Authority**

**Transition Plans and Agreements
for Programs and Services
O. Reg. 687/21**

Effective Date: December 1, 2021

Transition Plan: O. Reg. 678/21	
Prepared by: Lorrie Minshall	Title: Project Manager
Approved by: Judy Maxwell	Title: General Manager
Prepared for: LPRCA Board of Directors, Member Municipalities and MECP	

Long Point Region Conservation Authority Transition Plan

Introduction

O. Reg. 687/21 "Transition Plans and Agreements for Programs and Services" made under the Section 21.1.2 of the *Conservation Authorities Act* came into effect on October 1, 2021. O. Reg. 687/21 requires each Conservation Authority to develop and implement a Transition Plan. The Transition Plan is to outline the process and timelines for the development of cost apportionment agreements with their member municipalities for non-mandated programs and services that rely, in whole or in part, on municipal levy.

The purpose of the transition period is to prepare conservation authorities and municipalities for the change to the budgeting process based on the delivery of mandatory and non-mandatory programs and services by January 1, 2024.

Phase 1 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 Long Point Region Conservation Authority (LPRCA) Board of Directors will receive the Transition Plan. The Transition Plan will be posted on the LPRCA 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 by February 28, 2022.

LPRCA's programs and services will be classified as either Category 1 Mandatory, Category 2 Non-Mandatory or Category 3 Other, as identified in Section 21 of the *Conservation Authorities Act* and O. Reg. 686/21.

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 MECP. Any changes to the inventory after February 28, 2022 will be documented and forwarded to MECP.

Phase 2 Municipal Agreements

All municipal agreements for non-mandated services are to be in place by January 1, 2024. LPRCA will negotiate with its municipal partners to develop agreements for non-mandated but

important watershed-wide programs and services. The negotiations will be undertaken upon the circulation of the inventory in February 2022.

In addition, LPRCA will consult with neighbouring Conservation Authorities to ensure we are coordinating programs and services to meet the needs of our shared municipal partners.

Timeline Summary Chart

Action/Deliverable	Execute	Deadline
2021		
Develop Transition Plan	Oct. - Nov. 2021	Dec. 31, 2021
Board Report on Transition Plan		Dec. 2021
Transition Plan sent to member municipalities and MECP, posted to LPRCA web	Dec. 2021	Dec. 31, 2021
2022		
Develop Programs and Services Inventory	Oct. 2021 – Jan. 2022	Feb. 28, 2022
Board Review of Programs and Services Inventory for circulation to municipalities		Feb. 23, 2022
Inventory of Programs and Services sent to municipalities	Feb. 28, 2022	Feb. 28, 2022
Inventory of Programs and Services sent to MECP with municipal circulation record	Feb. 28, 2022	Feb. 28, 2022
2023		
Negotiate cost apportioning agreements with municipalities	Feb. 2, 2022 – Sep. 30, 2023	Sept. 30, 2023
Consult with neighbouring CAs	Dec. 2, 2021 – Sep. 30, 2023	Sept. 30, 2023
Request for extension of transition date (if required)		Sept. 30, 2023
Execute municipal agreements	August/September 2023	Dec. 31, 2023
2024		
Board Approval of 2024 Budget implementing agreements		Jan. 2024
Final Report to MECP		Jan. 30, 2024
The Authority Shall submit progress reports to the Ministry on the following dates:		
Quarterly Progress Report		July 1, 2022
Quarterly Progress Report		October 1, 2022
Quarterly Progress Report		January 1, 2023
Quarterly Progress Report		April 1, 2023
Quarterly Progress Report		July 1, 2023
Quarterly Progress Report		October 1, 2023