



Transition Plan

**Pursuant to Section 21.1.4 of the
Conservation Authorities Act, R.S.O. 1990, c. C.27**

Ontario Regulation 687/21:
Transition Plans and Agreements for Programs and Services under
Section 21.1.2 of the Act

November 25, 2021

Introduction

This Transition Plan identifies the steps the Rideau Valley Conservation Authority (RVCA) will undertake to meet phase 1 and phase 2 transition period requirements prescribed under Section 21.1.2 of the *Conservation Authorities Act* (the “Act”) and Ontario Regulation 687/21.

A timeline of RVCA’s undertakings is shown in Appendix A and RVCA intends to implement all regulatory requirements outlined below in advance of its 2024 Budget.

Inventory of Programs and Services

RVCA will prepare a programs and services inventory by February 28, 2022. The inventory will contain an estimate of the annual cost of each program and service and categorize them as follows:

- Category 1: Mandatory programs and services prescribed by regulation
- Category 2: Municipal services
- Category 3: Other watershed programs and services funded via municipal cost apportioning agreements.

A copy of the inventory will be circulated to all member municipalities. RVCA will maintain a record of the municipalities circulated and will provide a copy of said record and the inventory to the Ministry of Environment, Conservation and Parks (MECP). RVCA may make changes to the inventory from time to time as discussions evolve with member municipalities. RVCA will record any changes in quarterly progress reports to MECP.

Municipal Service Agreements (Category 2)

RVCA currently delivers a variety of services on behalf of, or at the request of, individual member municipalities. Agreements currently in place with municipalities for these services will be reviewed to ensure they comply with any new requirements prescribed in the Act and regulations. It is anticipated that most, if not all, will meet or exceed the new requirements. Should any adjustments be required, RVCA will work with municipalities to amend agreements accordingly.

Municipal Cost Apportioning Agreements (Category 3)

Following circulation of the Programs and Services Inventory, RVCA will consult with member municipalities to develop cost apportioning agreements to finance Category 3: Other Watershed Programs. These agreements will be in place prior to January 1, 2024.

Conservation Authority Partner Coordination

RVCA will work closely with neighbouring, partner conservation authorities to ensure shared member municipalities receive consistent communication and uninterrupted services.

Circulation

A copy of this Transition Plan shall be shared with each member municipality, MECP and stakeholders identified in Appendix B by December 31, 2021. A copy of the Transition Plan will be made available on the Authority's website.

Consultation

RVCA continues its commitment to ongoing and open communication with its partners and stakeholders. Staff and the Board will make themselves available to municipal councils and municipal staff at all times throughout this process.

Appendix A

Timeline

Transition Period Phase 1	
Deliverables	Due
Circulate Transition Plan to member municipalities and MECP	Dec. 31, 2021
Transition Plan available to the public	Dec. 31, 2021
Programs and Services Inventory reviewed and approved by the Board of Directors	Feb. 28, 2022
Circulate Inventory to member municipalities and MECP	Feb. 28, 2022
Transition Period Phase 2	
Deliverables	Due
Consult with member municipalities regarding cost apportioning agreements	Throughout
Consult with neighbouring conservation authorities	Throughout
Reports to MECP	July 1, 2022 Oct. 1, 2022 Jan. 1, 2023 April 1, 2023 July 1, 2023 Oct. 1, 2023
Request transition period extension (if necessary)	Oct. 1, 2023
Municipal cost apportionment agreements in place	Jan. 1, 2024
Final Report to MECP	Jan. 31, 2024

Appendix B

Stakeholder Notice List

Member Municipalities

- Township of Athens
- Augusta Township
- Township of Beckwith
- Township of Central Frontenac
- City of Clarence-Rockland
- Township of Drummond/North Elmsley
- Township of Elizabethtown-Kitley
- Village of Merrickville-Wolford
- Township of Montague
- Township of North Dundas
- Municipality of North Grenville
- City of Ottawa
- Town of Perth
- Township of Rideau Lakes
- Town of Smiths Falls
- Township of South Frontenac
- Tay Valley Township
- Village of Westport

Partner Counties

- County of Lanark
- Frontenac County
- United Counties of Leeds and Grenville
- United Counties of Stormont, Dundas and Glengarry

Ministry of Environment, Conservation and Parks