

**Central Lake Ontario Conservation Authority**  
**Transition Plan in accordance with Section 21.1.4 of the *Conservation Authorities Act***  
November 2021

**Purpose**

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 Central Lake Ontario Conservation Authority (CLOCA) Transition Plan sets out the process and timelines for the development and execution of memorandum of understandings (MOUs)/agreements between CLOCA and the Region of Durham and any other interested partner municipality 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**

The following workplan lays out steps to be taken by CLOCA and associated timelines to develop and enter into funding agreements with the Region of Durham and other partner municipality 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.

**Transition Plan**

| <b>Timeline</b>                         | <b>Action</b>                                                                                                                                                                                                                                                                     | <b>Status</b>   |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>October 14, 2021</b>                 | Meeting with Durham Region staff to establish municipal staff leads for any preliminary discussion on the details of the inventory (e.g. agreements required) to set the stage for future budget submissions, timing of subsequent meetings, preliminary concerns with deadlines) | Complete        |
| <b>October 25-<br/>November 4, 2021</b> | Development of Transition Plan including coordination with Region of Durham, interested municipal partners and Durham CAs                                                                                                                                                         | Complete        |
| <b>November 16, 2021</b>                | Presentation of Transition Plan to CLOCA Board                                                                                                                                                                                                                                    | Complete        |
| <b>November 19, 2021</b>                | Submission of Transition Plan to Ministry of Environment and Conservation and Parks (MECP) and Durham Region                                                                                                                                                                      | To be completed |
| <b>November 19, 2021</b>                | Post Transition Plan on CLOCAs website                                                                                                                                                                                                                                            | To be completed |

**Phase 1 of Transition Period**

| <b>Timeline</b>                                  | <b>Action</b>                                                                                                                                 | <b>Status</b>   |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>October 25-<br/>November 12, 2021</b>         | Development of Inventory of Program and Services - identification of category classification, funding sources, average annual cost.           | Ongoing         |
| <b>October 25-<br/>December 17 2021</b>          | Ongoing work to complete Inventory including co-ordination/consultation with adjacent CAs and Durham Region and interested municipal partners | Ongoing         |
| <b>January 18, 2022 or<br/>February 15, 2022</b> | Presentation of Inventory of Program and Services to CLOCA Board                                                                              | To be completed |
| <b>February 25, 2022</b>                         | Submit Inventory of Programs and Services and record of consultation to MECP and the Region of Durham including interested municipal partners | To be completed |

**Phase 2 of Transition Period**

| <b>Timeline</b>                | <b>Action</b>                                                                                                                              | <b>Status</b>   |
|--------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>March 2022-June 2023</b>    | Ongoing discussions with Durham Staff, interested municipal partners and Durham CAs regarding timing, form, and content of MOUs/agreements | Ongoing         |
| <b>July 1, 2022</b>            | Submit Progress Report to MECP                                                                                                             | To be completed |
| <b>October 1, 2022</b>         | Submit Progress Report to MECP                                                                                                             | To be completed |
| <b>January 1, 2023</b>         | Submit Progress Report to MECP                                                                                                             | To be completed |
| <b>April 1, 2023</b>           | Submit Progress Report to MECP                                                                                                             | To be completed |
| <b>July 1, 2023</b>            | Submit Progress Report to MECP                                                                                                             | To be completed |
| <b>October 1, 2023</b>         | Submit Progress Report to MECP                                                                                                             | To be completed |
| <b>June 2023</b>               | CLOCA Board approval of 2024 preliminary levy submission and possible                                                                      | To be completed |
| <b>September/November 2023</b> | CLOCA Board endorsement of Funding MOU/agreement and 2024 levy submission                                                                  | To be completed |
| <b>November/December 2023</b>  | Durham Region, and interested municipal partners Approval of MOU/agreement                                                                 | To be completed |