

**REPORT TO:** Conservation Halton Board of Directors

**MEMO NO:** CHBD 08 21 01

**FROM:** Hassaan Basit, President and CEO

**DATE:** November 25, 2021,

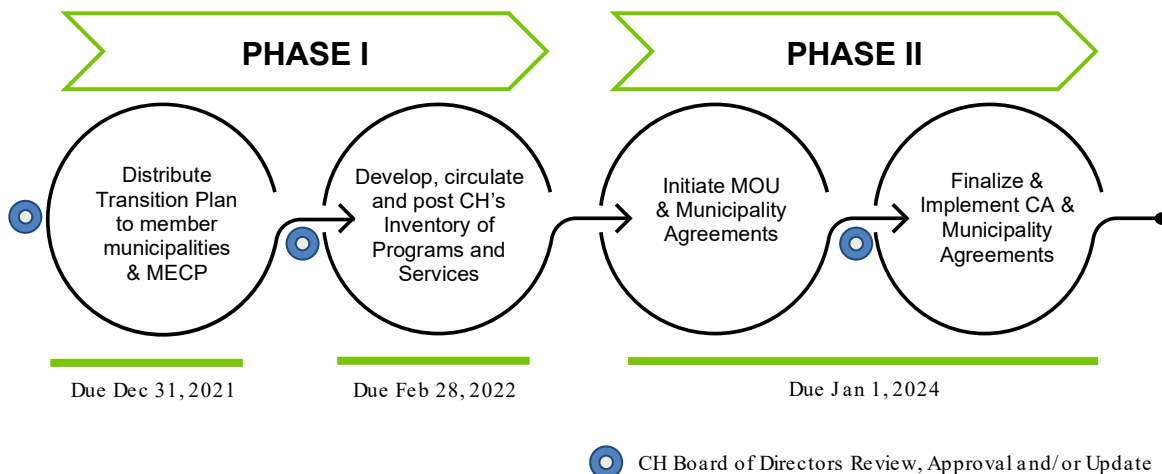
**SUBJECT:** Conservation Halton’s CA Act Transition Plan

## MEMO

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. Transition Plans should outline the approach and timelines for the development of cost apportioning agreements with municipalities within their jurisdiction for programs and services that fall into category 2 and 3 as defined in the Regulation.

The transition period runs from October 2021 to January 1, 2024 and provides conservation authorities and municipalities the necessary time to address changes to the budgeting and levy processes and, in some cases, the need to establish agreements. Conservation authorities are required to develop and submit their Transition Plans to the Ministry of the Environment, Conservation and Parks (MECP), copied to member municipalities before December 31, 2021.

Figure 1.0 illustrates Conservation Halton’s (CH) approach to ensuring successful completion of the Transition Period.



## Conservation Halton's Transition Plan

### **Key Deliverables**

The following deliverables will be met to ensure successful execution of the transition plan.

<b>Deliverable</b>	<b>Date</b>
Board of Directors update on the Transition Plan approach and progress	November 2021
Submission of Conservation Halton's Transition Plan to Municipalities and the MEC	December 2021
Development and Board of Directors approval of CH's Inventory of Programs and Services	February 2022
Circulation and Posting of Inventory of Programs and Services	February 2022
MOU and Municipality Agreements	2022 - 2024
Initiate Quarterly Reporting to MECP	July 2022

### **Governance**

Following Conservation Halton's project management best practices, we will ensure a governance structure and a project team is assigned to support the transition. The President and CEO will act as the executive sponsor of this undertaking, providing guidance and ensuring accountability.

### **Transparency**

The following structure outlines how Conservation Halton's will report on its progress towards executing the CA Act Transition Plan.

<b>Stakeholder</b>	<b>Progress Update</b>
MECP	Quarterly progress and status reporting
CH Board of Directors	Annual progress and status updates
Public	The progress and status updates shared with the Board of Directors will be made available to the public on <a href="http://conservationhalton.ca">conservationhalton.ca</a>