

**Nickel District Conservation Authority**  
**(o/a Conservation Sudbury)**  
**Transition Plan in accordance with**  
**Section 21.1.4 of the Conservation Authorities Act**

December 3, 2021

**Purpose**

Under Ontario Regulation 687/21, made pursuant to the *Conservation Authorities Act*, all conservation authorities shall 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 Conservation Sudbury Transition Plan below sets out the process and timelines for the development and execution of memoranda of understanding and/or service agreements between Conservation Sudbury and its sole municipal partner, the City of Greater Sudbury (the City). These funding agreements are required to support the programs and services, undertaken by Conservation Sudbury, that the City deems to be of some importance to the community. Such agreements are not required for any of the mandatory programs and services designated by Ontario Regulation 686/21.

**Workplan**

The following workplan lays out the steps to be taken by Conservation Sudbury, and associated timelines to develop and enter into funding agreements with the City for those non-mandatory programs and services to be continued and/or provided. These may originate through a request from the municipality and will include municipal funding. Additionally, the authority may offer programs and services it determines are advisable and identify needed municipal funding support for delivery.

**Transition Plan**

| <b>Timeline</b>                       | <b>Action</b>  | <b>Status</b>   |
|---------------------------------------|--|-----------------|
| <b>November 23, 2021</b>              | Initial meeting with several members of the City of Greater Sudbury's Executive Leadership Team (ELT) to identify 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>November 15 – December 3, 2021</b> | Development of Transition Plan by staff.   | Complete        |
| <b>December 9, 2021</b>               | Presentation of Transition Plan to Members of the Conservation Sudbury General Board   | To be completed |

|                          |  |                 |
|--------------------------|--|-----------------|
| <b>December 20, 2021</b> | Submission of Transition Plan to Minister of Environment and Conservation and Parks (MECP) and the City of Greater Sudbury | To be completed |
| <b>December 20, 2021</b> | Post Transition Plan on Conservation Sudbury's website   | To be completed |

### **Phase 1 of Transition Period**

| <b>Timeline</b>                            | <b>Action</b>   | <b>Status</b>   |
|--|---|-----------------|
| <b>November 15 2021 – February 4, 2022</b> | Development of Inventory of Program and Services - identification of category classification, funding sources, average annual cost. | Ongoing         |
| <b>November 15 2021 – February 4, 2022</b> | Complete Inventory including coordination and consultation with the City of Greater Sudbury   | Ongoing         |
| <b>February 10, 2022</b>                   | Presentation of Inventory of Program and Services at Conservation Sudbury Annual General Meeting                                    | To be completed |
| <b>February 22, 2022</b>                   | Presentation of Inventory of Program and Services to City of Greater Sudbury Council  | To be completed |
| <b>February 25, 2022</b>                   | Submit Inventory of Programs and Services and record of consultation to MECP and the City of Greater Sudbury                        | 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 City of Greater Sudbury Staff 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>September 2023</b>       | Conservation Sudbury Board approval of 2024 preliminary levy submission                                       | To be completed |
| <b>November 2023</b>        | Conservation Sudbury Board endorsement of Funding MOU/agreements and 2024 levy submission                     | To be completed |
| <b>December 2023</b>        | City of Greater Sudbury Approval of MOU/agreements  | To be completed |