



Full Authority Agenda

September 16, 2020

KCCA Admin Centre

10:00 a.m.

This meeting will be held electronically. The recording and draft minutes will be posted to KCCA’s web site on September 17, 2020. The meeting will be streamed live at the following link:

Facebook Page - <https://www.facebook.com/KettleCreekCA/>

Audio/Video Recording Notice

“Board members, staff, guests and members of the public are reminded that the Full Authority Board/Committee meeting is being recorded, and will be posted to the Authority’s web site along with the official written minutes. As such, comments and opinions expressed may be published and any comments expressed by individual Board members, guests and the general public are their own, and do not, represent the opinions or comments of the Full Authority and/or the KCCA Board of Directors.

The recorded video of the Full Authority meeting is not considered the official record of that meeting. The official record of the Full Authority meeting shall consist solely of the Minutes approved by the Full Authority.”

Introductions and Declarations of Pecuniary Interest

Hearing Board

Minutes of Meetings

- a) June 17, 2020 Full Authority Meeting3
Recommendation: That the minutes of the June 17, 2020 Full Authority Meeting be approved.

Matters Arising

- a) Media Report10
- b) Project Tracking.....21
- c) Watershed Conditions23
- d) Campground and Conservation Area Update Verbal
Recommendation: That the Staff Reports under Matters Arising a) through d) be received.

Correspondence

Recommendation: That the correspondence be received.

- a) CO Memo Re: CA Streamlining Processes to Improve Client Services June 23, 202025
- b) From CO to Hon. Doug Ford Re: CO’s Client Service and Streamlining Initiative June 26, 2020...27
- c) From CO to Hon. John Yakabuski Re: CO’s Client Services and Streamlining June 26, 2020.....29
- d) From CO to AMO Re: CO’s Client Services and Streamlining Initiative June 29, 202031
- e) Letter from MECP Re: Environmental Assessment Modernization July 10, 2020.....33
- f) Notice of Cancellation of County of Elgin Warden’s Golf Tournament July 17, 2020.....36
- g) From Minister Yakabuski to CO Re: CO’s Client Services and Streamlining Aug. 11, 202037
- h) From Ministry of Heritage, Sport, and Tourism Re: Summer Experience Sept. 1, 202038



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10:00 a.m.

Statement of Revenue and Expenses.....39

New Business

a) Administrative By-Law Update – Electronic Meetings.....41

Recommendation: That the recommended changes to Kettle Creek Conservation Authority’s Administrative By-Law be approved.

b) Self-Insured Short Term Disability Amendment.....80

Recommendation: That the amendment to Personnel Policy PP-08 Employee Benefits be approved.

c) COVID 19 Update: Office Re-Entry Plan and Face Covering Policy.....87

Recommendation: That the Office Re-Entry Plan and Face Covering Policy be approved recognizing that both documents will be updated by staff based on ongoing direction from the provincial government, Southwestern Public Health and the London-Middlesex Health Unit; and further

That the Work from Home Agreements be extended from September 30 – December 31 as presented.

d) Budget 2021 Review and Approval107

Recommendation: That the Budget 2021 review and approval process be approved.

e) July/August/September Planning and Regulations Report108

That the September 2020 Planning and Regulations Activity Report be received.

Closed Session

- a) June 17, 2020 Closed Session Minutes
- b) Property Matter
- c) Section 28 Violation Update (V19-003)
- d) Legal Matter

Up Coming Meetings

Proposed Executive Committee	October 7, 2020	Virtual Meeting	10 a.m.
Full Authority Meeting	October 21, 2020	Virtual Meeting	10 a.m.

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement,
de la Protection de la nature et des
Parcs

Office of the Minister

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September 10, 2020

TO: Conservation Authorities as listed in the attached **Schedule “A”**

SUBJECT: Amendment to the Minister’s Direction for Conservation Authorities during the COVID-19 Outbreak

On March 26, 2020, I issued a Minister’s Direction (“**Direction**”) pursuant to subsection 19.1 (7) of the *Conservation Authorities Act* that applied to all conservation authorities in Ontario, listed in **Schedule “A”** as attached. The Direction enabled conservation authorities to convene a meeting electronically in order to make the necessary amendments to their administrative by-laws to deal with both provincial and municipal emergencies. It identified the minimum areas where the by-laws should be amended, in the manner deemed appropriate by the CA, to make provision for emergency situations (e.g., electronic participation in meetings and hearings and achieving quorum while participating electronically). The Direction also identified that each conservation authority, depending on their individual by-laws, may identify the need to make other necessary amendments to respond to emergencies.

It has come to my attention that certain conservation authorities amended their by-laws to allow virtual meetings only during declared emergencies. Now that the provincially declared state of emergency has ended and municipally declared state of emergencies have or may end, conservation authorities may be prevented from continuing to be able to meet virtually. As such, I am amending the Direction that I issued on March 26, 2020 to remove this barrier. I am directing the conservation authorities listed in Schedule “A” to meet virtually for the purpose of reviewing and amending their by-laws, as applicable, to allow for members of a conservation authority to participate electronically in meetings when it is deemed appropriate by the conservation authority to do so. For greater certainty, the other provisions of the Direction continue to apply.

Effective Date

This amendment to the March 26, 2020 Direction is effective immediately. If it is in the public interest to do so, I will provide further direction or clarification at a later date related to the matters set out in this Direction.

If you have any questions related to this Direction, please contact:

Chloe Stuart
Assistant Deputy Minister, Land and Water Division
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To learn more about how the province continues to protect Ontarians from COVID-19, please visit www.ontario.ca/coronavirus.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeff Yurek', with a stylized, cursive script.

Jeff Yurek
Minister of the Environment, Conservation and Parks

c: Steve Clark, Minister of Municipal Affairs and Housing
John Yakabuski, Minister of Natural Resources and Forestry
Kim Gavine, General Manager, Conservation Ontario

SCHEDULE "A" CONSERVATION AUTHORITIES

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