



Internal/External Job Posting

Regular Full Time Bargaining Unit Position

Regulations Officer

General Accountabilities

The Regulations Officer is responsible for compliance activities of the Conservation Authority Act regulation made under Section 28 for the Grand River Conservation Authority. This includes inspection of sites subject to the regulation to ensure permit conformance and to assist with investigation of complaints and violations, and enforcement of the regulation through the Provincial Court. Liaison with internal staff, municipal and agency staff is an important component of this position. The Regulations Officer reports to the Supervisor of Resource Planning.

Specific Accountabilities

1. Co-ordinate the Conservation Authority inspections and assist with investigations and enforcement actions for Ontario Regulation 150/06, the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation, made under Section 28 of the Conservation Authorities Act. The Regulations Officer will operate in accordance with acceptable procedures and protocols.
2. Enforcement of Ontario Regulation 150/06, the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation, made under Section 28 of the Conservation Authorities Act. This includes assisting with the Conservation Authority process up to and including full prosecution of a violation and court ordered remediation.
3. Liaise with Conservation Authority solicitors, staff and the Board in support of charges. Serve summons and subpoenas and appear in court to represent the Grand River Conservation Authority.
4. In consultation with the Supervisors of Resource Planning, investigate complaints and violations of Ontario Regulation 150/06, the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation, made under Section 28 of the Conservation Authorities Act. Negotiate and consult with landowners on remediation plans or permit applications to resolve violations of Ontario Regulation 150/06.
5. Inspect works in progress or completed under permit from the Grand River Conservation Authority to ensure compliance with plans, specifications and conditions. Issue violation notices to document any deficiencies and variances. Determine appropriate measures or recommend a course of action required to bring the project in to conformance.
6. Provide guidance to staff, and others for administration of inspection, investigation or enforcement of the Regulation.
7. Develop and maintain Conservation Authority enforcement guidelines and protocols in consultation with staff.
8. Review, evaluate and issue permits and prepare correspondence to respond to general inquiries.
9. Attend as the Authority representative multi-disciplinary and/or multi-agency meetings and committees relating to enforcement of regulations. Liaise with regulatory and planning officials at municipal, Provincial and Federal levels.
10. Assist staff and technical experts in the review, preparation or presentation of evidence, position statements or reports related to the enforcement of Ontario Regulation 150/06.
11. Encourage communication and outreach activities that generate an understanding of the Conservation Authority Regulations and build support within the local communities for the health and enhancement of our watershed's natural resources.

12. Attend as the representative of the Authority appeals before the Ontario Municipal Board, Mining and Lands Commissioner or cases before the Provincial Courts.

Technical Accountabilities

1. Degree in Geography, Environmental Science, Enforcement or a related discipline and 2 to 5 years related work experience.
2. Knowledge and experience of legal procedures related to the collection of evidence, inspection, investigation and enforcement procedures and protocols.
3. Ability to interpret earth processes, natural features and land uses from an extensive variety of maps and plans, use of air photos and interpretation in the field. The use of scales and mathematical calculations are required. Must be able to read and comprehend construction and grading plans and technical reports such as Environmental Impact Statements, Stormwater Management Reports, Subwatershed Plans, Geotechnical and Hydrogeological studies, Biological Inventories and Fisheries reports and relate them to current Policies and objectives.
4. A working knowledge of environmental legislation, permit approval process, planning statements and some technical guidelines, i.e., storm water management guidelines.
5. Current designation as a Provincial Offences Officer or eligibility for designation. A satisfactory Criminal Record Check is required prior to starting in this position.
6. Excellent communication skills, both written and oral with strong facilitation skills.
7. Applicants must have a strong background and related job experience with the Microsoft Office software suite, and use of digital mapping software.
8. Knowledge of the Occupational Health and Safety Act.
9. A valid driver's license.

The pay range for this position is Job Level 7 \$33.57 to \$41.96 per hour/35 hours per week

Approximate Start Date: November 2020

To Apply

Please send a resume and covering letter to careers@grandriver.ca in MS Word or PDF format and quote "**Regulations Officer** and reference job #208 " in the subject line.

Deadline for Applications: 4:00pm Friday November 13, 2020

Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.

We thank you for your interest, however only candidates under consideration will be contacted.