



NOTICE OF COMPETITION



Environmental Planner/Enforcement Officer

The Central Lake Ontario Conservation Authority (CLOCA) is a community based agency that works in partnership with watershed municipalities to protect the natural environment. CLOCA provides environmental services within the Region of Durham, from the Oak Ridges Moraine to Lake Ontario - from Ajax/Pickering in the west to Clarington in the east. CLOCA encompasses a 627 sq. km mix of rural and rapidly growing urban landscapes.

In order to support the sustainable development of the watershed, CLOCA is seeking an Environmental Planner to work in our Planning and Regulation department. Reporting to the Director, the Environmental Planner/Enforcement Officer will be responsible for project management and permit administration for Class and Individual Environmental Assessments, master plans, site-specific infrastructure development or rehabilitation proposals, and general development review throughout the CLOCA watershed.

Responsibilities:

Environmental Assessment and Infrastructure Planning

1. Coordinates and leads CLOCA's response to Class and Individual Environmental Assessments and infrastructure master plans throughout the watershed by comprehensively integrating CLOCA's policy and regulatory interests through internal and external multi-disciplinary dialogue and review.
2. Project manages site-specific infrastructure development/rehabilitation proposals throughout the watershed integrating CLOCA's policy and regulatory interests through internal and external multi-disciplinary review including the administration of Ontario Regulation 42/06 applications.
3. Reviews and provides comments on Planning Act applications in relation to infrastructure projects and with respect to general development activity, as assigned by the Director.
4. Provides customer service and information to the public and member municipalities on CLOCA's planning and regulation program and activities, including coverage to the planning counter.
5. Provides internal customer service to other departments of CLOCA.
6. Develops strong working relationships with external clients and, in collaboration with the Director, pursues funding and service agreements with watershed municipalities in relation to Environmental Assessment and infrastructure planning.

Enforcement Officer

7. Reviews, evaluates, coordinates and responds to applications and information submitted in support of applications submitted under O. Reg. 42/06.
8. Coordinates application review, liaises both internally with other departments and externally with development proponents, partner agencies (i.e. watershed municipalities, provincial ministries and federal departments) to discuss issues and potential resolution.
9. Arranges and conducts site inspections.
10. Negotiates settlements pertaining to issues and conflicts.
11. Prepares reports / hearings / presentations for the Authority Board.
12. Processes permit applications, approves delegated permits, and issues permit documents.
13. Enforces O. Reg. 42/06 and issues Violation Notices.
14. Documents complaints and potential violations in accordance with O. Reg. 42/06.
15. Collects evidence, records notes and logs photographs in support of the issuance of Violation Notices.
16. Determines reasonable and probable grounds to proceed with charges in accordance with O. Reg. 42/06 pursuant to the CAA.

Other

17. Complies with CLOCA policies, procedures, vision and fundamentals.
18. Participates as a member of various internal and external committees as required.
19. Performs other tasks as assigned by management.

Qualifications:

1. Post-secondary education in a Planning, Natural Sciences, Geography or Engineering and seven (7) years relevant experience.
2. Ability to operate a computer and associated software and other common office equipment.
3. Excellent communication skills, both orally and in writing.
4. Knowledge of planning principles, statutory requirements, provincial policies and regulations.
5. Good analytical, communication and organizational skills.
6. Ability to act tactfully and professionally.
7. Ability to adapt to a variety of changing priorities within the job.
8. Must have a valid driver's license.

Wage/Benefits: \$60,245 to \$73,800; 35 hours per week, benefits package.

Closing Date for Resumes: May 12, 2017

Please submit cover letter and resume to: cjones@cloca.com **If you do not have access to email, please submit cover letter and resume to:**

Chris Jones, MCIP, RPP, Director, Planning and Regulation
Central Lake Ontario Conservation Authority
100 Whiting Avenue, Oshawa, ON L1H 3T3

We thank all applicants for their interest; however, only candidates under consideration will be contacted. Central Lake Ontario Conservation is an equal opportunity employer in accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code. CLOCA will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities. Personal information provided is collected under the authority of The Municipal Freedom of Information and Protection of Privacy Act.