



# LOWER TRENT CONSERVATION

714 Murray Street, R.R. 1, Trenton, Ontario K8V 5P4

■ Tel: 613-394-4829 ■ Fax: 613-394-5226 ■ Website: [www.ltc.on.ca](http://www.ltc.on.ca) ■ Email: [information@ltc.on.ca](mailto:information@ltc.on.ca)

Registered Charitable Organization No. 107646598RR0001

## Risk Management Official/Inspector

### Job Description

Permanent, Full time position

#### GENERAL DESCRIPTION:

The Risk Management Official/Inspector is responsible for performing the statutory duties of the Risk Management Official and Risk Management Inspector as prescribed under Part IV of the *Clean Water Act*, 2006, for the Municipality of Trent Hills, Township of Alwicks/Haldimand, Township of Cramahe, Municipality of Brighton, and Township of Stirling-Rawdon.

#### PRIMARY DUTIES:

1. Provide high quality service to meet LTC, municipal, partner, and public expectations.
2. Perform the statutory duties of the Risk Management Official and Risk Management Inspector as prescribed under Part IV of the *Clean Water Act*, 2006.
3. Carry out inspections, monitoring, and enforcement activities regarding significant drinking water threats as the Risk Management Inspector under Part IV of the *Clean Water Act*, 2006.
4. Negotiate risk management plans with farmers, business owners, residents, and others to address existing and future activities and land uses that are or would be significant drinking water threats, as prescribed under the Trent Source Protection Plan.
5. Issue, track and monitor notices, orders, and permits issued under Part IV of the *Clean Water Act*, 2006.
6. Coordinate special projects, including risk assessments and investigations, and oversee consultants and contractors engaged in these projects.
7. Appear as an expert witness at Ontario Land Tribunal, Environmental Tribunals, or other related hearings.
8. Prepare reports for the Lower Trent Region Source Protection Authority and others to meet the monitoring and reporting needs required under the *Clean Water Act*, 2006.
9. Provide input into the development of policies and procedures and service agreements with municipalities.
10. Provide input into the development of education and outreach programs related to the protection of municipal drinking water sources.
11. Liaise, foster, and maintain positive working relationships with internal staff, local municipalities, external stakeholders, government and non-government agencies, and the public.
12. Prepare reports and presentations, and participate on committees, meetings, work groups, and special projects, as required.

13. Maintain detailed records and database of activities.
14. Undertake other related duties as required, and as assigned by the Manager, Community Outreach and Special Projects or Chief Administrative Officer.

**QUALIFICATIONS:**

- Successful completion of a post-secondary degree or diploma in Science, Environmental Studies, Engineering, or a related discipline.
- Successful completion of the provincial certifications for Risk Management Official (Part IV) and Section 88 Property Entry training or ability to obtain at the first available opportunity is required.
- Minimum three years of work experience in environmental science, engineering, water resource management, risk assessment, or in a regulated or compliance environment.
- Working knowledge of all aspects of the *Clean Water Act*, 2006 including applicable Technical Rules, Part IV powers, and related regulations.
- Registration as a Professional Geoscientist (P. Geo) with the Association of Professional Geoscientists of Ontario or a Professional Engineer (P. Eng) with the Association Professional Engineers Ontario is considered an asset.
- Working knowledge of best management practices for agricultural activities, handling and storage of fuels and chemicals, and road salt application; industrial environmental management systems; and pollution prevention programs.
- Working knowledge of modern agricultural practices is considered an asset.
- Demonstrated knowledge of relevant Standards, Acts, Bylaws, Regulations and guidelines, as they pertain to water including environmental assessment and protection, hydrology, hydrogeology, and municipal planning.
- Ability to interpret geotechnical data, engineering drawings and technical/legal documents.
- Demonstrated management competencies including results/achievement focus, decision making/judgment, representation and professionalism, and job knowledge.
- Demonstrated negotiation, diplomacy, and communication skills to support issues resolution.
- Demonstrated time management skills, including ability to organize numerous tasks, set priorities, and meet deadlines.
- Strong report writing, research, and analytical skills to meet program objectives and work to tight deadlines.
- Computer literacy and proficiency using word processing, spreadsheet, database, and presentation software, and geographic information systems.
- Valid Ontario Class “G” driver’s license and held in good standing.
- Ability to work outdoors in adverse conditions and outside regular business hours, as required.

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## CONDITIONS OF EMPLOYMENT:

- Permanent position
- full-time (40 hours/week)
- \$64,962 - \$75,309 annually (based on 2022 salary range)

## HOW TO APPLY:

Email your cover letter (please specify where you learned of the job opportunity) clearly marked “Risk Management Official/Inspector”, along with your resume **by Thursday, June 23, 2022 at 4pm** to:

Anne Anderson, Manager, Community Outreach and Special Projects

Lower Trent Conservation, 714 Murray Street, RR 1, Trenton, Ontario K8V 5P4

Email: [information@ltc.on.ca](mailto:information@ltc.on.ca)

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We thank all applicants for their interest; however, only candidates under consideration will be contacted.

Lower Trent Conservation is an equal opportunity employer in accordance with the *Accessibility for Ontarians with Disabilities Act, 2005* and the *Ontario Human Rights Code*. Lower Trent Conservation 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*.

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