

## Office of the Chief Administrative Officer

The CAO is responsible for the operation of the entire organization which includes finance and budget, policy, operations of properties and offices, compliance with legislation and technical work. The CAO is also the main liaison with the Board of Directors and sets the tone and strategy for the organization.

While the CAO is responsible for the entire organization, there are a few corporate functions that are undertaken by the CAO's Office. These include Human Resources, the Credit Valley Conservation Foundation and the Corporate Secretariat who supports the Board of Directors and documents the decisions of the Board.

### Human Resources

Human Resources is responsible for all matters related to the management of people. Focusing on recruitment and selection, learning and development, corporate policy development, performance management, health and safety, compensation and benefits and the wellbeing of employees.

### Credit Valley Conservation Foundation (CVCF)

The Credit Valley Conservation Foundation is an arms-length charity responsible for fundraising to support the work of CVC. They have their own Board of Directors and report through the CAO who is also the Secretary-Treasurer of the CVCF.

### Corporate Secretariat

The Corporate Secretariat provides support to the CAO in day- to-day tasks. More importantly provides liaison with the Board of Directors and organizes board meetings and complies with the requirements of the Conservation Authorities Act.

## Corporate Services

Provides programs and services including: Financial Services, Information Management - Geographical Information Systems (IM/GIS), Marketing & Communications, and Property, Asset, Recreation and Conservation Area Services (PARCS). These four program areas deliver core services to support the public, our funders and CVC staff in other program areas.

### Marketing & Communications

Markets and promotes CVC, our programs, partners and services to protect, connect and sustain the natural environment of the Credit River watershed. Manages CVC's brand, key messages, strategic communications planning and implementation to help build informed, mobilized communities in and outside CVC.

### Financial Services

Activities include accounting functions, budget development and oversight, financial reporting, purchasing, audit support and finance related services. The team is fundamental in ensuring CVC is well-managed, sustainable and a service-driven organization by seamlessly serving the public, our partners and our staff.

### Information Management - Geographical Information Systems

Services include the development, maintenance and operation of Geographical Information Systems (GIS), that supports visualization and utilization of data assets. Information Management (IM) services ensure data quality and integrity at an organizational level. Acts as a liaison with Peel IT (provider).

### PARCS

Provides property and asset management services for landholdings and facilities, delivers recreation and conservation area programming directly to the public. Supports services related to land management activities including enforcement, public safety, land acquisitions, conservation area land use monitoring and planning.

## Watershed Knowledge

Develops and provides scientific solutions to the organization and partners to support good decision making in the areas of development planning, watershed management implementation, restoration service activities and to support CVC's environmental protection mandate on a watershed scale. Current expertise and focus includes watershed wide regional integrated monitoring, natural areas inventory, development of green infrastructure solutions, infrastructure vulnerability research and planning tools, drinking water source protection technical studies, geoscience expertise, ecosystem goods and services research and natural heritage system science. This division's work includes knowledge transfer of scientific findings.

### **Landscape Science, Inventory & Monitoring**

Natural Science consists of three programs:  
 The Landscape Science program is responsible for the development of a Credit River natural heritage system. A system of natural features, areas and linkages to maintain biodiversity, water quality and water quantity. The program also includes applied research, and tool development.

The Inventory program oversees the collection of community and species level data across the watershed.

The Monitoring program coordinates the collection of ecosystem data which are analyzed to determine status and trends in the environmental health of the Credit River watershed. Data from these programs support models and strategies, plan input and review and other monitoring programs.

### **Ecosystem Goods & Services**

This program serves as the socio-economic component of watershed monitoring, establishing and communicating links between the terrestrial and aquatic health of the watershed and health and well-being of local communities. It provides data on the values associated with watershed ecosystem services and is developing a system of indicators and a watershed spatial tool to measure and report on changes in the wellbeing of watershed residents. This relates to changes in environmental conditions and management/restoration actions. This research informs planning and management practices of CVC and its partners.

### **Geoscience & Source Water Protection**

This program oversees the development of scientific geoscience tools and products that are used to support the business needs of various CVC departments (development plan review, watershed management planning, reporting and implementation recommendations and restoration activities). The program provides hydrogeological services to all departments. This division also manages the legislated Source Water Protection program. This includes the development of several technical tools (models) and databases that may be utilized for several purposes.

### **Water & Climate Change Science**

This division provides tools and products (software tools, guidance manuals and reports) used to assist municipalities with integrated watershed infrastructure decision making with a focus on water infrastructure asset management, spills and risk management. Tools and products are developed using in-stream real-time water quality and green infrastructure performance monitoring data. This division leads Climate Change research efforts for CVC, currently focused on vulnerability and adaptation.

## Watershed Management

Responsible for synthesizing the long term vision of the watershed into a series of processes and management or implementation documents. These include strategic and management plans such as the Credit River Watershed Natural Heritage System or the Integrated Watershed Restoration Strategy and guidelines/criteria/targets such as the LID Guidelines, flood hazard mapping and storm water management criteria.

### **Integrated Water Management**

Provide leadership focusing on the design and implementation of green infrastructure water management practices that will reduce the impact of existing/proposed urban development on the health of our watercourses. The program includes education and training as it relates to design and implementation of Low Impact Development (LID) solutions.

### **Hydrology & Flood Risk Mapping**

Develop hydrologic models that will help to inform a broad range of watershed programs such as regulation, storm water management, flood hazard mapping and flood risk assessment. Develop and maintain both flood hazard and flood risk maps.

### **River Infrastructure Management & Flood Forecasting**

Maintain river infrastructure with a focus on dams, ice management, erosion and flood control. Develop and maintain flood forecasting and monitoring systems, issue flood warnings, and provide technical support during flood events.

### **Natural Heritage Management**

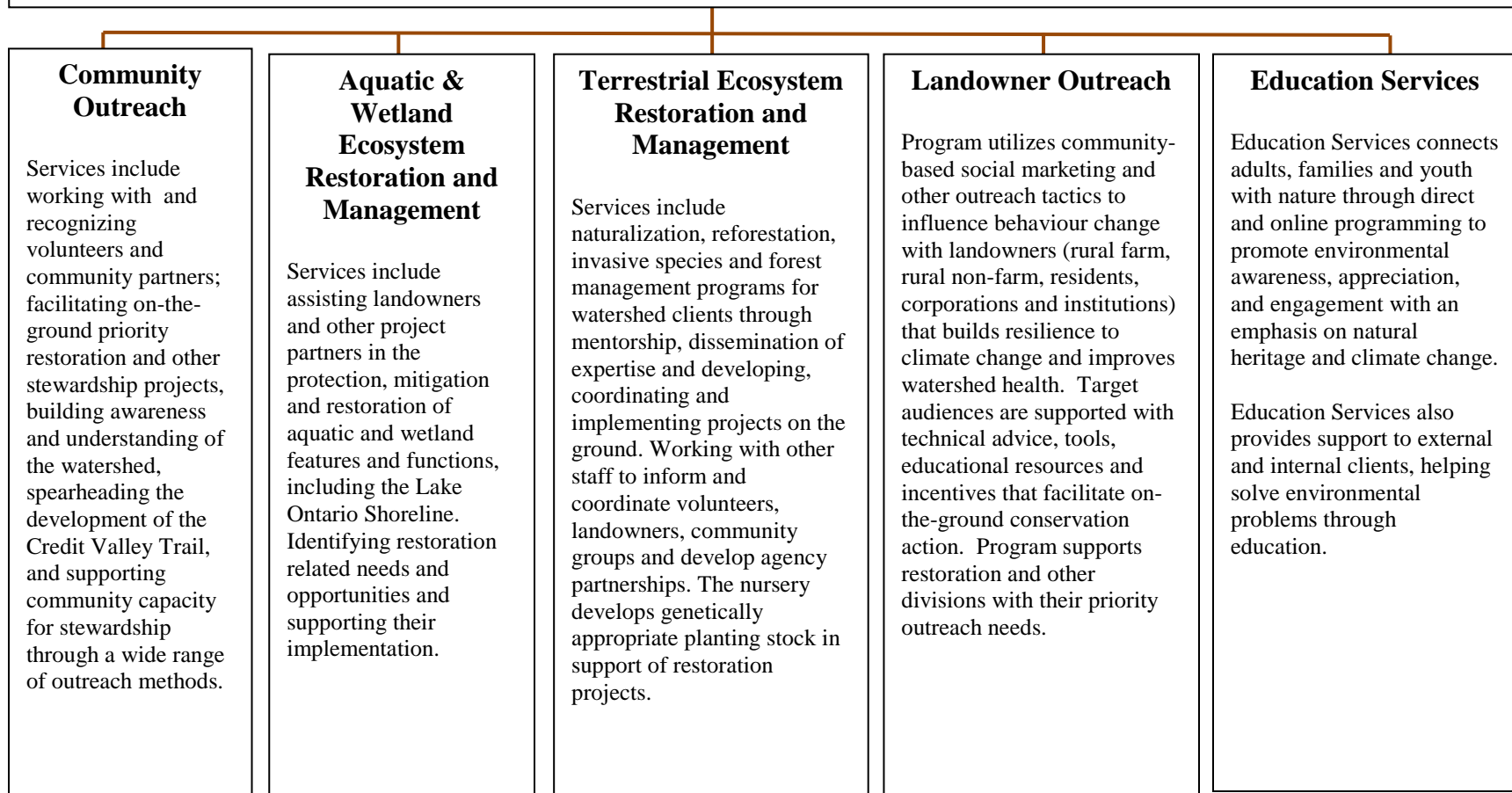
Develop management plans to guide the protection and restoration of the Credit River Watershed Natural Heritage System. Develop tools and strategies to guide land use development to ensure ecologic and hydrologic function of the Credit River watershed.

### **Watershed & Subwatershed Management Plans**

Develop watershed and subwatershed plans that will provide forward-looking guidance related to protection, management and restoration of the watershed.

## Watershed Transformation

Coordinates and delivers stewardship programs, provides technical advice through outreach and education tools and techniques. Provides direct assistance to private, public and corporate landowners, community groups and individual residents on sound environmental practices that will enhance, restore and/or protect their properties. Assistance includes implementation and advice on restoration projects, forest management, naturalization, stream, pond, wetland management, wildlife management, water quality problems, flooding and erosion problems and agriculture matters. Watershed Transformation undertakes this role, and the exploration and promotion of the environment for human health and well-being, in partnership with other CVC departments, municipalities, provincial agencies, interest groups and academic institutions. All program areas undertake monitoring in order to improve delivery and provide information to funders and stakeholders.



## Planning and Development Services

CVC has a regulatory role in the planning process deriving its authority to issue permits from the Conservation Authorities Act. CVC regulates development and interference with wetlands, shorelines and watercourses pursuant to Section 28 of the Act. CVC also provides planning and technical advice to municipalities to assist them in fulfilling their responsibilities regarding natural hazards, natural heritage and other relevant policy areas of the Provincial Policy Statement. CVC provides technical environmental review of land use proposals submitted by municipalities, developers and the general public. This includes Official Plan review, Secondary Plan review, general planning studies, review of plans of subdivision and condominiums, land division review, site plans and zoning bylaws and variances.

