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Environment Canada's Atlantic Region Organizational Structure and Operations

ATLANTIC REGION



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CONTENTS	PAGE
Introduction	1
New Regional Management Committee	2
Director General	2
Atmospheric Environment Branch	3
Environmental Conservation Branch	6
Environmental Protection Branch	9
Corporate Affairs Branch	11
Provincial Corporate Management Committees	13
Human Resources	14
Management Services	15
Systems and Informatics	16
Our Current Priorities	18

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INTRODUCTION

On June 25, 1993, a major reorganization of the federal government reduced the number of its departments, and set in motion initiatives to streamline government not only to meet budget reductions but also to position it to meet future challenges. On that date the Canadian Parks Service was transferred from Environment Canada to the new Department of Canadian Heritage. Its departure, combined with a prior endeavour to integrate all of the department's regional operations under one manager, has culminated in a substantial new structure for Environment Canada. The overall goals of the regional reorganization were to produce a new structure which is functionally based, client focussed, results oriented, integrated, delayed and streamlined; and which achieves resource savings.

This document has been produced to provide a portrait of the department's new structure and operations in the Atlantic region both for its own employees; and for its many colleagues, clients and stakeholders in the four Atlantic provinces.

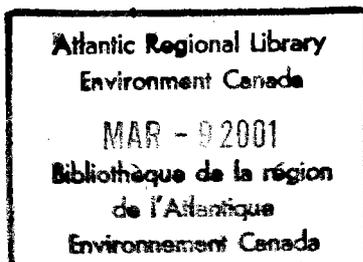
The new regional structure has one Director General, and four Branches: the Atmospheric Environment Branch, the Environmental Conservation Branch, the Environmental Protection Branch, and the Corporate Affairs Branch. There are some significant differences between the old structure and the new one. Therefore the descriptions of our new components contain a "what's new & different" section to assist readers.

I believe that our new Atlantic region structure puts us in a strong position to meet the conservation, sustainable development, environmental protection, weather services, and data management challenges of the rest of the 1990s, and beyond.

Throughout the restructuring exercise we have kept uppermost our goals of continuing to meet the needs of our many clients and of providing top quality services to Atlantic Canadians. Now that we are reducing many of our overhead costs, and streamlining many of our administrative procedures, I believe that we are even better prepared to guarantee that those goals are being met.

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Karen Brown,
Director General
April 1, 1994



THE NEW REGIONAL MANAGEMENT COMMITTEE

- A new Regional Management Committee has been created to reflect the new nature and structure of the department.
- The committee is chaired by the Director General.
- The committee's members are:
 - the Director of the Atmospheric Environment Branch
 - the Director of the Environmental Conservation Branch
 - the Director of the Environmental Protection Branch
 - the Director of the Corporate Affairs Branch
 - the Director of Human Resources
 - the Director of Management Services
 - the Director of Systems and Informatics, and
 - the Manager of Communications.
- The committee is a vehicle for both decision making and information sharing.
- The committee approves regional priorities, strategies, policies and plans.
- The committee is supported by a Secretariat in the Corporate Affairs Branch.

THE NEW COMPONENTS OF OUR DEPARTMENT

DIRECTOR GENERAL

Karen Brown
Director General
Queen Square, 15th Floor
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Dartmouth, N.S. B2Y 2N6
(902) 426-7475

PURPOSE

- To serve as the department's senior regional manager, and in that capacity to be responsible for its priorities, strategies, policies, plans, operations, and human and financial resources.

ATLANTIC REGION

WHAT'S NEW & DIFFERENT

- This is a brand new position reporting to the department's Associate Deputy Minister.
- All of the Branch Directors now report to this position, instead of to an Assistant Deputy Minister in Ottawa. Thus this position is fully responsible for every aspect of the department's operations and resources in the region.

KEY RESPONSIBILITIES

- Serves as the chairperson and senior manager of the Regional Management Committee, which approves all regional priorities, strategies, policies, and plans.
- Serves as the senior manager to whom the Branch and component Directors report, and is thus responsible for their operations and resources.
- Serves as the corporate representative for the department in the region in its dealings with other federal departments, provincial departments, and its many clients and stakeholders.
- Serves as the region's representative on the national Departmental Management Board, which approves (subject to ministerial directives) departmental priorities, policies, and plans; allocates human and financial resources; and makes decisions on priority issues and current departmental matters.

ATMOSPHERIC ENVIRONMENT BRANCH

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ATLANTIC REGION

Yarmouth Weather Office
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Environment Canada Weather
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Saint John Weather Office
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Prince Edward Island Office

Charlottetown Weather Office
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P.O. Box 5670
St. John's, Nfld. A1C 5W8
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PURPOSE

- To provide Atlantic Canadians with timely access to information concerning the past, present and future state of the atmosphere and the region's water resources, and to ensure that they have sufficient understanding and knowledge of water and atmospheric issues to empower them to make informed decisions with respect to the impact of human behaviour upon the environment.

WHAT'S NEW & DIFFERENT

- The responsibilities for water quantity and quality monitoring networks, and for flood forecasting agreements, formerly in the Water Resources Directorate are now in this Branch.
- The Environmental Monitoring Division has been reorganized to include the water monitoring program.
- The Atmospheric Issues and Services Division has been renamed the Scientific Services Division to reflect its scientific support of atmospheric programs.
- The former Corporate Affairs Division's responsibilities have been integrated into other Divisions, and it no longer exists.

ATLANTIC REGION

- The Informatics & Systems, Human Resources, and Finance & Administration Divisions formerly located in this Service have been integrated into regional components reporting directly to the Director General.
- A new Commercial Services Officer, and a Departmental Health and Safety Officer, report directly to the Director of this Branch.

KEY RESPONSIBILITIES & PROGRAMS

- Environmental Services Division:
 - produces weather forecasts,
 - delivers services to clients and the public,
 - manages operational development,
 - supports environmental emergency response,
 - manages the environmental messages program,
 - maintains satellite ground stations, and
 - manages the severe weather watchers program.
- Scientific Services Division:
 - climate services and data management,
 - water quantity services and data management,
 - air quality services,
 - atmospheric issues science,
 - scientific support to the department's other programs,
 - the atmospheric component of environmental assessment,
 - scientific support re environmental emergencies response, and
 - flood forecasting agreements.
- Environmental Monitoring Division:
 - installs, operates and maintains the following networks:
 - surface meteorological
 - aerology
 - water quantity
 - water quality
 - radar
 - meteorological buoys
 - volunteer ships
 - UV monitoring
 - ozone monitoring, and
 - Canadian Air & Precipitation Monitoring Network (CAPMON).
- Commercial Services Officer:
 - manages regional accounts,
 - develops commercial services, and
 - markets commercial services.

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- Departmental Health & Safety Officer:
 - manages the department's regional health and safety program.

ENVIRONMENTAL CONSERVATION BRANCH

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Newfoundland & Labrador Offices

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Environmental Conservation
 Branch
 P.O. Box 5037
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 (709) 772-4333

PURPOSE

- To promote environmental sustainability by fostering integrated science on ecosystems, by undertaking resource conservation programs, and by promoting and facilitating conservation and sustainable development initiatives at the community level.

WHAT'S NEW & DIFFERENT

- The Branch combines the Canadian Wildlife Service, and the policy and water quality science components of the former Water Resources Directorate.

ATLANTIC REGION

- The water quantity and quality monitoring, and flood forecasting agreement components of the former Water Resources Directorate are however now the responsibility of the Atmospheric Environment Branch.
- Four new divisions and a Newfoundland/Labrador office report to the Director. The divisions are:
 - Environmental Conservation Strategies
 - Ecosystem Science
 - Wildlife Conservation - Canadian Wildlife Service, and
 - Environmental Quality Laboratories.
- The laboratories formerly managed by Environmental Protection and the Water Resources Directorate are now combined under one division in this Branch.
- This Branch now has the lead for developing and delivering key conservation priority programs such as biodiversity and the Atlantic Coastal Action Program.

KEY RESPONSIBILITIES & PROGRAMS

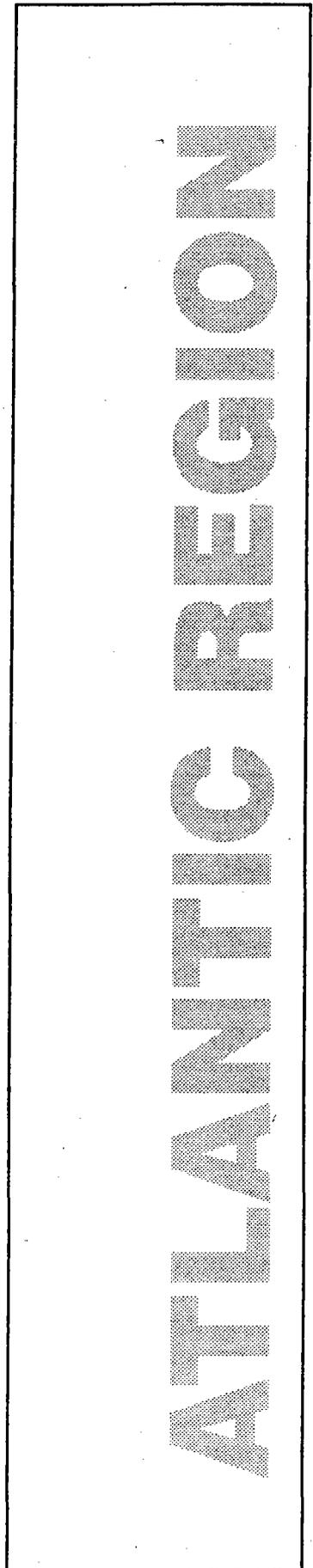
- The Environmental Conservation Strategies Division:
 - the Atlantic Coastal Action Program,
 - the Canada/N.S. COOPERATION Agreement on Sustainable Economic Development,
 - federal/provincial Water Economy & Conservation agreements,
 - the Federal Water Policy,
 - the national Flood Damage Reduction Program, and
 - Canada Water Act implementation.
- The Ecosystem Science Division:
 - wildlife population science,
 - wildlife habitat research,
 - biodiversity research,
 - water quality data & interpretation,
 - hydrology & water quality science,
 - International Joint Commission data support,
 - State of the Environment Reporting and indicator research,
 - Long Range Transport of Air Pollutants (LRTAP) research,
 - the Atlantic Canada Wildlife Ecology Research Network & other university links,
 - links to Environment Canada's National Institutes, and
 - advice & support to management programs.

ATLANTIC REGION

- The Wildlife Conservation Division is responsible for most wildlife programs in the Maritimes, and some region-wide wildlife programs:
 - migratory bird management,
 - endangered species conservation,
 - wildlife population surveys & studies,
 - migratory bird damage reduction,
 - national wildlife areas,
 - migratory bird sanctuaries,
 - wildlife habitat conservation strategies,
 - protected areas,
 - North American Waterfowl Management Plan - Black Duck Joint Venture surveys,
 - Eastern Habitat Joint Venture (region wide),
 - Migratory Birds Convention Act, Canada Wildlife Act, and Wild Animal and Plant Protection Act enforcement (region wide),
 - wildlife toxicology (region wide), and
 - wildlife habitat monitoring & studies.

- The Environmental Conservation & Canadian Wildlife Service Nfld/ Labrador office manages wildlife and water conservation programs in that province:
 - migratory bird management,
 - endangered species conservation,
 - wildlife population surveys & studies,
 - migratory bird damage reduction,
 - national wildlife areas,
 - migratory bird sanctuaries,
 - wildlife habitat conservation strategies,
 - protected areas,
 - North American Waterfowl Management Plan,
 - wildlife habitat monitoring & studies,
 - all water management programs in N/L, and
 - federal/provincial sector agreements for N/L.

- The Environmental Quality Laboratories Division:
 - organic chemical analysis,
 - inorganic chemical analysis,
 - bio-assays,
 - program support for:
 - water quality programs,
 - shellfish monitoring,
 - enforcement of Section 36 of the Fisheries Act,
 - environmental emergencies,
 - the Canadian Environmental Protection Act,
 - the Atlantic Coastal Action Program, and
 - wetland research,
 - advice to managers and to science programs, and
 - management of the Moncton Environmental Science Centre.



ENVIRONMENTAL PROTECTION BRANCH

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Environmental Protection Branch
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Nova Scotia Office

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Prince Edward Island Office

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Environmental Protection Branch
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Corner Brook, Nfld., A2H 6J3
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PURPOSE

- To focus on response strategies and behavioural changes, and to use an ecosystem approach, to prevent the pollution of our air and water resources and the contamination of our lands.

WHAT'S NEW & DIFFERENT

- The responsibility for Environmental Assessment and Enforcement as a corporate lead for the region as a whole have been assigned to this Branch.
- The Branch is significantly reorganized into 3 new divisions:
 - The Environmental Assessment and Pollution Prevention Division, which is based on the strategy of anticipate and prevent.

ATLANTIC REGION

- The Pollution Reduction Division, which is based on the strategy of reducing unavoidable pollution stresses to acceptable levels through regulations, guidelines, codes of practice and permitting systems.
- The Emergency and Enforcement Division, which is based on the strategy of initiating enforcement actions, or emergency response procedures, when prevention and control measures fail.
- The laboratories formerly managed by Environmental Protection are now amalgamated under the new Environmental Conservation Branch.

KEY RESPONSIBILITIES & PROGRAMS

- The Environmental Assessment & Pollution Prevention Division:
 - has the departmental lead for environmental assessment (EA),
 - prepares departmental positions re EA,
 - represents the department at EA panels,
 - ensures departmental compliance with the EARP Guidelines Order and its successor the Canadian Environmental Assessment Act,
 - manages intervention strategies,
 - ensures that projects initiated by the department satisfy impact assessment requirements,
 - manages pollution prevention strategies,
 - manages the use of economic instruments,
 - manages environmental health and energy assessment issues,
 - establishes training programs on environmental assessment to ensure that departmental staff are knowledgeable about new requirements,
 - provides stewardship leadership re the federal government's use of sound environmental practices, and
 - provides the Branch's support to corporate initiatives such as the Atlantic Coastal Action Program, the Flagship program, etc..
- The Pollution Reduction Division:
 - air borne toxics,
 - acid rain reduction,
 - emission trading,
 - reduction of NOx/VOC,
 - water pollution control,
 - Fisheries Act and regulations,
 - Canada Environmental Protection Act and regulations,
 - municipal effluents,
 - commercial chemicals,
 - pesticides,
 - ocean dumping,
 - shellfish programs,

ATLANTIC REGION

- conducts computer scanning, and
- manages printing, and photo, contracts.

PROVINCIAL CORPORATE MANAGEMENT COMMITTEES

PURPOSE

- To ensure the efficient delivery of the department's programs in each of the 4 Atlantic provinces, ensure the coordinated delivery of its corporate programs, and provide a single corporate presence for dealing with clients, stakeholders, and colleagues.

WHAT'S NEW & DIFFERENT

- The committees are new, however they do grow from the former Committee of Regional Executives model, and from some work done in PEI to develop and demonstrate this concept.

KEY RESPONSIBILITIES.

- Under the direction of the Director of Corporate Affairs, coordinate the delivery of the Environmental Citizenship funding and learning programs within the province.
- Coordinate the department's response to provincial issues which pertain to more than one of the department's Branches.
- Ensure the coordination of all of the department's various programs within the province.
- Coordinate departmental activities such as the co-location of staff; and involvement in the federal Locally Shared Support Services initiative, and Business Service Centres, etc..

ATLANTIC REGION

- hazardous wastes,
 - contaminated sites remediation,
 - PCB destruction program, and
 - provides technical & scientific advice.
- The Emergency and Enforcement Division:
 - responds to environmental emergencies,
 - conducts contingency planning,
 - chairs the department's Regional Environmental Emergencies Team,
 - leads participation in the biannual CANUSLANT training exercise,
 - leads Canadian Environmental Protection Act investigations,
 - liaises with the federal Department of Justice, and
 - manages strategic information systems.
- Provincial Offices
 - located in the 4 regional provincial capital cities,
 - the lead for the Branch's provincial programs, and
 - provide support and assistance to the Corporate Affairs Branch regarding departmental issues and concerns.

CORPORATE AFFAIRS BRANCH

Steve Fenety, Director
Corporate Affairs Branch
15th Floor, Queen Square
45 Alderney Drive
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General Inquiries: (902) 426-6050

PURPOSE

- To provide regional managers and staff with services such as policy development and management, strategic direction, external partnerships, intergovernmental relations, socioeconomic analysis and support, briefings and correspondence, headquarters liaison, and advice and support re communications and public education; and to manage the Environmental Citizenship funding and Learning programs.

WHAT'S NEW & DIFFERENT

- This is a new Branch. It combines:
 - the former Committee of Regional Executives Secretariat,
 - the Environmental Citizenship/Environmental Partners Fund unit including the Citizenship Learning Program,

ATLANTIC REGION

- the Departmental Communications Unit, including the Digital Design Group from the former Water Resources Directorate,
- the Briefing Unit, and
- policy analysts and socio-economists.

KEY RESPONSIBILITIES & PROGRAMS

- The Corporate Policy and External Relations Division:
 - facilitates departmental horizontal linkages re program development,
 - manages ministerial and Deputy Ministerial visits, briefings and correspondence,
 - manages intergovernmental and external relations,
 - provides support to the Regional Management Committee,
 - provides strategic advice on broad issues and policies including sustainable development,
 - provides regional input to national policy and program development, as well as providing advice on the "regionalization" of national policy,
 - provides socio-economic leadership and support for the department by:
 - working with program managers to ensure the integration of socio-economic considerations in their decision making,
 - analyzing and developing strategies for strengthening the role of market-based instruments in environmental policy, and
 - developing strategies, with partners, to encourage environment-economy integration throughout the region.
- The Citizenship Division:
 - manages the Environmental Partners Fund and other Citizenship funding programs,
 - manages the Environmental Citizenship Learning Program, and
 - provides liaison to the federal/provincial Business Service Centres in each province.
- The Communications Division:
 - markets the department and its programs,
 - manages special multi-year public education & communications programs for regional federal/provincial agreements & initiatives,
 - provides strategic advice and support re media relations, communications and public education,
 - conducts media relations and public promotion for Environment Week, the Environmental Citizenship Initiative, Wildlife Week, etc,
 - engages in public education initiatives,
 - advises on internal communications,
 - conducts public environment analysis,
 - conducts graphics design, layout and artwork,
 - produces artwork, overheads and slides,

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HUMAN RESOURCES

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Human Resources
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(902) 426-9017

PURPOSE

- To provide leadership, advice and support to managers and staff re all areas of human resource management including: staffing, classification, staff relations, continuous learning, compensation & benefits, human resource planning and Official Languages.

WHAT'S NEW & DIFFERENT

- Two separate units from the former Atmospheric Environment Service and the former Conservation & Protection Service have been combined into one which serves all of the department's regional managers and staff.

KEY RESPONSIBILITIES

- Human Resource Management:
 - staffing,
 - human resource planning,
 - training,
 - continuous learning,
 - Workforce Adjustment Policy, and
 - appraisals.
- Staff Relations/Compensation:
 - grievances,
 - exclusions,
 - designations,
 - strike management,
 - union-management consultation, and

ATLANTIC REGION

- pay & benefits administration and counselling.
- Classification:
 - organization analysis,
 - position classification, and
 - Official Languages.
- Human Resources Officers will play lead roles in specialty areas, but will also play generalist roles for specified organizational components to ensure an integrated, coordinated response to human resources issues in the region.

MANAGEMENT SERVICES

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Management Services
 Environment Canada
 1496 Bedford Highway
 Bedford, N.S. B4A 1E5
 (902) 426-9150

PURPOSE

- To provide support re finance and administration to all of the managers and staff of the department in the region.

WHAT'S NEW & DIFFERENT

- Two separate units have been combined into one which serves all of the department's regional managers and staff.
- It has been renamed Management Services instead of Finance & Administration.
- Accounting Operations has been consolidated in one location.
- Procurement Operations has also been consolidated in the same location.

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- There will be dedicated Financial Planners for each Branch.
- There will be increased automation.

KEY RESPONSIBILITIES

- Financial Planning:
 - financial accountability and reporting,
 - capital management,
 - business plans, and
 - management contracts.
- Accounting Operations:
 - accounts,
 - travel and removal, and
 - cost recovery & revenue.
- Materiel Management:
 - procurement,
 - contracting, and
 - stores operation.
- Administrative Services:
 - registry operations,
 - library services, and
 - security.
- Facility Management:
 - maintenance and construction, and
 - acquisition and disposal of buildings and sites.

SYSTEMS AND INFORMATICS

**Jack Sadubin, Director
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General Inquiries: (902) 426-4318**

PURPOSE

- To provide computing and telecommunication services in order to support: the distribution of, and access to, environmental data in

ATLANTIC REGION

real time; office automation services; applications development and other state-of-the-art computing and telecommunications facilities.

WHAT'S NEW & DIFFERENT

- This combines all of the Informatics staff of the former Atmospheric Environment Service and of the former Conservation & Protection Service into one unit, which provides services to all of the department's regional managers and staff.
- The department's ECONN Wide Area Network is being supported and expanded in the region, and it will soon interconnect all the major regional locations. This will enable the department to operate modern computer telecommunications at lower operating costs and with much higher capacity and throughput.
- Access to distributed data bases; and to meteorological, hydrological, laboratory management, administrative and telecommunications applications; are now becoming widely available to all staff in the region.

KEY RESPONSIBILITIES

- Operations Units located in:

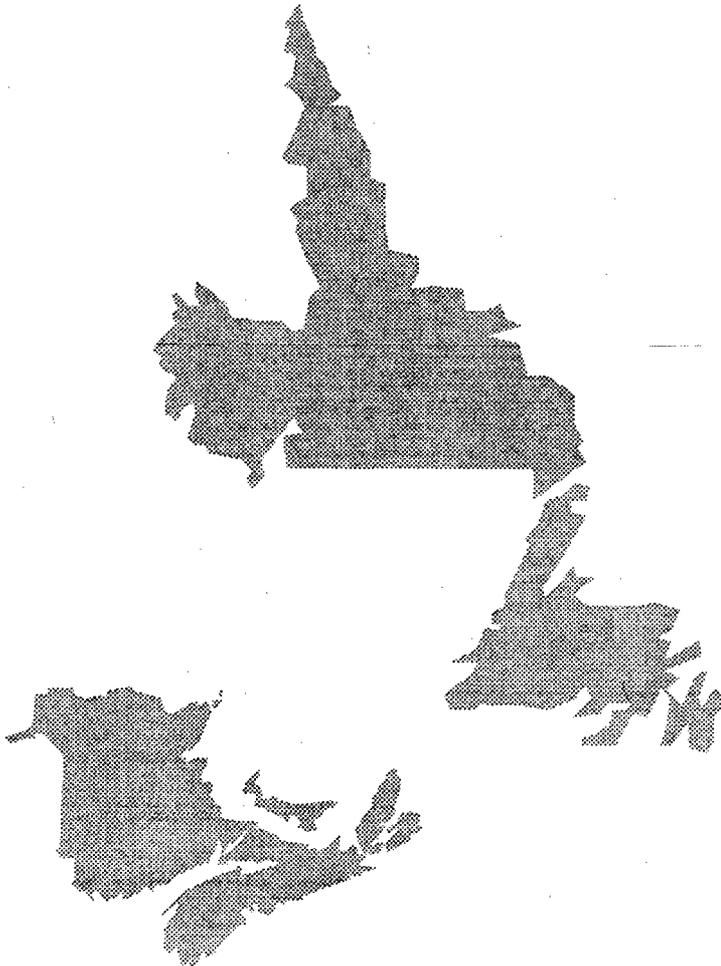
Bedford:	Bernadette Flemming. (902) 426-9170
Dartmouth:	John Clarke. (902) 426-5777
Moncton/Sackville:	Dick Bingham. (506) 851-7897
Fredericton:	Tony Burry. (506) 451-6008
Gander:	Ross Ashborne. (709) 256-6614

- informatics support around the clock to both internal and non-departmental users of the department's network and data,
 - support for regional and national computer and telecommunications applications, and
 - support to operations of the regional mini computer systems, work stations, and micro computers.
- Development Unit:
 - the implementation of new technology and applications,
 - in-house systems development,
 - adaptation and implementation of departmental systems, and
 - regional telecommunications network application development.

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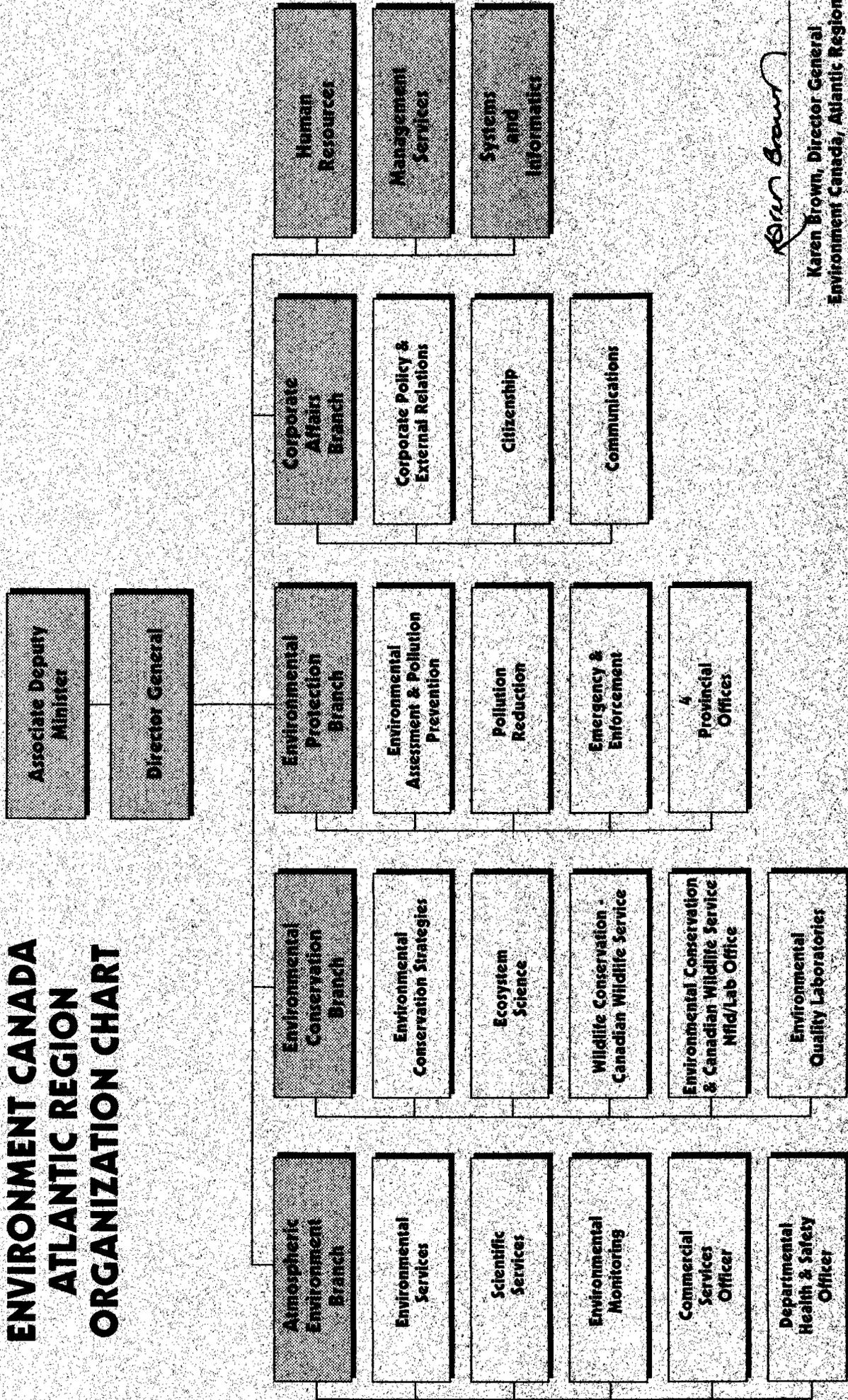
OUR CURRENT PRIORITIES

- Subject to government and ministerial direction, our region will participate in the major national priorities that our department will concentrate on in the coming years, including:
 - developing a sustainable development strategy that will provide a framework for the integrating the environment into decisions made at all levels of society, including governments, businesses, and individuals,
 - fostering the link between economic renewal and the environment by developing strategies for promoting environmental industries and eco tourism, promoting sustaining renewable resources, and promoting competitiveness and efficiency,
 - building partnerships with the 4 Atlantic provinces to address environmental issues, and to avoid overlap and duplication,
 - continuing efforts to improve the quality of a number of key regional ecosystems, and
 - providing services to Atlantic Canadians by providing strengthened programs to inform them regarding the weather, climate, and both air and water quality.



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ENVIRONMENT CANADA ATLANTIC REGION ORGANIZATION CHART



Karen Brown

Karen Brown, Director General
Environment Canada, Atlantic Region
April 1, 1994