



## Director of Infrastructure and Community Services

The Township of Mapleton is one of the seven lower-tier municipalities that form the County of Wellington. These municipalities are the Townships of Centre Wellington, Guelph Eramosa, Puslinch and Wellington North, as well as the Towns of Erin and Minto. The Township supports a mostly agricultural and rural population of approximately 12,000 residents. Following amalgamation in 1999, Mapleton began to focus on its new vision and mission: "rooted in tradition, growing for the future." Three small hamlets (Drayton, Moorefield and Alma) make up the "urban" centres of the Township.

With a combined operational and capital budget of approximately \$28M and over 75 permanent, part-time and seasonal staff, our municipality is committed to meeting the needs of our residents and business community by delivering efficient and effective services.

### Inspire Our Future

Reporting to the Chief Administrative Officer (CAO), the **Director of Infrastructure and Community Services** is a key member of Mapleton's Senior Leadership Team. This role provides strategic and operational leadership for all municipal public works and community services, including roads, bridges, water/wastewater, waste management, municipal facilities, recreation facilities, parks, and trails. You'll lead a diverse team, oversee significant capital projects, manage budgets, ensure regulatory compliance, and drive long-term asset management and strategic planning. This position is vital in delivering high-quality, efficient services that enhance the quality of life for Mapleton's residents, aligning with Council's priorities and fostering strong community relationships.

### Key Responsibilities:

- **Departmental Leadership & Management:** Provides overall leadership to the Department, including operational oversight and direct supervision, coaching, mentoring, and motivating staff. Accountable for recruitment, selection, planning work schedules, assigning and monitoring work, performance management, providing training and development opportunities, ensuring a healthy and safe workplace, fostering a positive employee experience, and interpreting and applying employment legislation, human resources policies, and collective agreements. Oversees external consultants, contractors, and suppliers as applicable.
- **Strategic Planning & Objective Setting:** Establishes Department objectives in consultation with the Chief Administrative Officer and in accordance with Council direction. Leads the implementation of the Municipality's strategic plan, budgeting, and business plan activities for the Department. Develops and prioritizes maintenance and construction projects for planning and budgeting.
- **Financial Oversight:** Responsible for the development and oversight of the Department's operating and capital budgets, including forecasting staffing, equipment, materials, and supplies. Monitors and approves expenditures, ensuring compliance with all relevant financial statutory and regulatory requirements. Identifies and tracks grants and subsidies from various federal, provincial, and other sources, preparing and submitting applications where appropriate.
- **Continuous Improvement & Customer Service:** Regularly reviews and evaluates Department administrative and service delivery processes with a focus on continuous improvement and customer service excellence.
- **Council & Stakeholder Engagement:** Attends Committees, Council, and other meetings, preparing and presenting reports, recommendations, formal presentations, and responding to questions and inquiries as required.

### Key Professional Qualifications

You are a recognized leader in the field of municipal infrastructure, public works operations or parks operations with experience leading a municipal division preferably in a medium scale environment.

- **Management Experience:** Minimum of 7-10 years of progressive leadership experience in a municipal public works, operations or parks environment, with at least 5 years in a senior management or director-level role.

- **Critical Thinking:** A high level of critical thinking with the ability to perform in a proactive, strategic manner and plan, prioritize and balance multiple responsibilities and shifting priorities; ability to analyze complex engineering and maintenance issues and problems and evaluate alternative solutions and develop sound conclusions, recommendations and courses of action.
- **Public Works Operations and Parks Management:** Strong understanding of road and bridge construction and maintenance, water and wastewater treatment and distribution/collection systems as well as municipal infrastructure asset management. Experience with parks, recreation, and facilities management is highly desirable.
- **People Leadership:** Ability to provide exceptional leadership to staff and to build strong, enthusiastic and productive staff teams in a unionized environment.
- **Program Management:** Demonstrated experience in managing complex capital projects, operating budgets, and multi-disciplinary teams.
- **Business Management:** Knowledge and experience in the principles and practices of public administration, including developing annual plans, budget, performance measures, purchasing, maintenance of public records, and the organization and functions of an elected municipal Council.
- **Legislation:** Thorough and comprehensive knowledge of related municipal and provincial legislation.
- **Interpersonal and Communication Skills:** Ability to work with Council, the public, and community organizations, and balance their needs with operational requirements. Excellent communication skills, report writing and presentation abilities which includes public meetings.
- **Education/Designations:** A College Diploma or University degree in a related field; Professional Engineer or Certified Engineering Technologist designation.

#### Benefits of working for the Township of Mapleton include:

- **Compensation and Benefits** - a very competitive salary ranging from \$143,582.40 to \$161,595.20, plus a comprehensive benefits package and OMERS pension.
- **Growth Opportunities:** Expand your leadership skills as you develop and mentor a talented team, with the chance to grow your career within a supportive and evolving municipality.
- **Influence and Impact:** You'll be at the forefront of major community building initiatives, helping shape policies that will drive our community's future.
- **Low cost of housing** – Mapleton Township provides many opportunities for a robust lifestyle. The choices range from our more developed urban centres, to a range of rural properties. The most important point is that prices are less than the GTA or the KW area.
- **Healthcare** – Several excellent hospitals are in nearby Kitchener/Waterloo area.
- **Location and Commuting** – our head office is in Mapleton, Ontario. Mapleton is conveniently and centrally located a short 30-minute traffic free commute from Kitchener/Waterloo.

#### How to Apply

To explore this opportunity please apply via email with a covering letter and resume by **June 29<sup>th</sup>, 2026 or sooner to [careers@waterhousesearch.net](mailto:careers@waterhousesearch.net)** quoting project **TM-DIC**.

Should you wish to speak to our Executive Recruiter or to receive a detailed position description and information package please contact Amy Oliveira at 416-214-9299 x4, [amy@waterhousesearch.net](mailto:amy@waterhousesearch.net), or Jon Stungevicius at 416-214-9299 x1, [jon@waterhousesearch.net](mailto:jon@waterhousesearch.net).

*All applications will be held in strict confidence. We thank all applicants, however, only those selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes only.*