



OAKVILLE

# THE CORPORATION OF THE TOWN OF OAKVILLE

## JOB POSTING

POSITION ID: 1055-001

CALL NO. 26-4637

<b>Job Designation:</b>	Manager, Infrastructure Planning
<b>Department:</b>	Asset Management
<b>Job Details:</b>	Permanent Full Time (Non-Union)
<b>Salary Range:</b>	\$136,541 – \$163,914
<b>Pay Grade:</b>	208
<b>Closing Date:</b>	Applications for this position must be received at <a href="http://oakville.ca">oakville.ca</a> no later than 11:59pm on <b>June 21, 2026</b> .

### **We offer:**

- A hybrid work schedule
- A defined benefit pension plan (OMERS)
- Comprehensive health plan complemented with life and disability insurance
- A progressive work environment that promotes a work/life balance and strives to be a great place for great people to do great things

This job posting is for an existing vacancy and therefore will be filled accordingly.

The Asset Management Department's responsibility is to oversee the strategic planning of the Town's multi-billion-dollar municipal infrastructure portfolio (including roads, storm, parks, facilities, vehicles and equipment). The Town takes a coordinated approach to asset management that ensures asset performance is maintained, and service risks are managed in the most cost-effective manner. Reporting to the Director of Corporate Asset Management, this position provides leadership and strategic direction for the planning of a comprehensive corporate asset management program for the Town of Oakville. It is responsible for asset planning, lifecycle analysis and risk assessment, annual capital budget development and asset inventory management in compliance with Ontario Regulation 588/17 (Asset Management Planning for Municipal Infrastructure) and the Town's Corporate Asset Management Strategy.

### **What can I expect to do in this role?**

#### *Asset Management Planning*

- Oversee the Development of the Town's Corporate Asset Management Plan in compliance with Ontario Regulation 588/17.
- Develop key asset management principles and frameworks for managing assets, including asset inventory management standards, lifecycle analysis and strategies, infrastructure risk assessments, costs benefit analysis and asset service level performance.
- Create long-term (25-year) asset renewal and replacement programs and lifecycle strategies for \$4.9 billion in Town infrastructure with the objective to maximize asset value and minimize service delivery risks.
- Establish advanced forecasting methodologies, prioritization frameworks and optimize the use of decision support software tools to implement industry best practices in asset management.
- Develop asset performance measures and targets, monitor performance, and report findings to Senior Management and Council to support financial decision-making.
- On-going assessment of the Corporation's level of asset management maturity, development of continuous improvement plans and monitoring progress.
- Present Corporate Asset Management plans and asset related reports and recommendations for approval to Senior Management and Council.

Successful candidates will abide by Ontario Health & Safety Legislation and follow Corporate Health & Safety Policies.

The Town of Oakville is an equal opportunity employer

## *Capital Budgeting and Forecasting*

- Lead the development of the Town's annual capital budget and 10-year forecast for infrastructure renewal and replacement of Town assets to ensure state of good repair service targets are met.
- Prioritize and align capital programs across asset types and other Town capital programs to facilitate an integrated and coordinated project delivery approach.
- Make recommendations to departments and Senior Management regarding project priorities, considering factors such as need, risk, cost, deliverability and alignment with corporate priorities.
- Support the review and implementation of the Town's infrastructure planning studies such as, Master planning studies, Environmental Assessment studies and Development Charges study.
- Liaise with other municipalities, agencies, and organizations such as the Region, MTO, Metrolinx, and developers to ensure collaboration and capital program alignment.
- Provide professional, expert advice and information relating to Town infrastructure as it relates to capital project scope, costing, condition, budgeting, and implementation.
- Ensure accurate and current unit pricing schedules and conduct periodic audits of actual project costs versus budget to inform future planning and costing.

## *Asset Information and Risk Management*

- Ensure timely coordination and integration of asset data and information into Infrastructure Management Systems (IMS) to support data driven decisions.
- Develop policies and set priorities for responsible asset service delivery and the development and implementation of performance measures, objectives and strategies that ensure regulatory and by-laws are enforced proactively.
- Develop and maintain condition assessment management practices and programs in line with industry standards to support infrastructure needs analysis.
- Develop and integrate risk-based decision-making into long-term planning by understanding criticality of assets, probability factors and service impact.
- Establish routine reporting, and trend analysis across all asset classes through key indicators that track asset performance, service capacity, risk exposure, and financial sustainability.
- Ensure consultant assignments related to infrastructure assessments, feasibility studies, inventory updates, and audits etc. have properly defined scope of work, documentation, reports and recommendations.
- Ensure asset management and financial policies and procedures are adhered to

## *Leadership and People Management*

- Leadership, development and performance management for a diverse team of asset analysts and engineers.
- Set the Infrastructure Planning section's goals, priorities and continuous improvement objectives.
- Collaborate with other departments to support their asset programs, information, and reporting needs while reinforcing asset management standards and best practices.
- Strengthen asset management knowledge, skills and training for asset owners across the organization.
- Champion asset management culture across the organization through continued communication and education of how the Town sets policy, interprets regulations, establishes standards, governs practices and coordinates cross-departmental accountability.
- Foster and demonstrate corporate core competencies including customer service, communication, teamwork, self-management, accountability and flexibility.

## **How do I qualify?**

- A University Degree in Engineering, Business, Finance or related discipline.
- Minimum of eight (8) years of progressive work experience in identified areas of accountability.
- Working knowledge of Asset Management principles and practices, ISO 55000 and International Infrastructure Management Manual (IIMM).
- Asset Management certification e.g. Institute of Asset Management (IAM) Certification is considered an asset
- Thorough knowledge of municipal infrastructure including practices related to inventory, condition assessments, lifecycle analysis and forecasting, projects costing and budgeting.
- Computer literacy utilizing MS Office software applications and database management tools as well as GIS, Arcpro, asset management solutions and financial systems.
- The successful candidate must hold a valid and unrestricted Ontario Driver's License Class G minimum and will be required to supply their own personal vehicle for performing job duties/corporate business.

Successful candidates will abide by Ontario Health & Safety Legislation and follow Corporate Health & Safety Policies.

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## Core Knowledge Required for Success

In addition, your experience demonstrates the following **Managerial leadership competencies**:

- **Strategic Thinking** – innovating through analysis and ideas
- **Engagement** – mobilizing people, organizations, partners
- **Management excellence** – delivering results through action management, people management and financial and asset management
- **Accountability and Respect** – serving with integrity and respect

Click [Competency Profile](#) to view the competencies for this Manager level

### Corporate Values:

Teamwork, accountability, dedication, honesty, innovation and respect

**DATED:** [June 10, 2026](#)

The Town's recruitment software includes elements of artificial intelligence to assist in the screening and short-listing of qualified candidates.

*This job profile reflects the general requirements necessary to perform the principal functions of the job. This does not include all of the work requirements of the job. Applicants are required to demonstrate through their application and in the interview process that their qualifications match those specified. Applicants may also be required to undergo testing.*

**We thank all applicants and advise that only those selected for an interview will be contacted.**

Successful candidates will abide by Ontario Health & Safety Legislation and follow Corporate Health & Safety Policies.

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Personal information collected from applications and resumes is collected under the authority of the *Municipal Act, 2001*, and will be used to determine qualifications for employment. Questions about this collection of information should be directed to Human Resource Services, 1225 Trafalgar Road, Oakville, Ontario L6H 0H3