



Manager, Transportation, Parks, and Fleet

Permanent Full-Time

J0926-0641

The Town of New Tecumseth is looking for a leader in the role of Manager, Transportation, Parks, and Fleet to join our rapidly growing team.

Why work with us?

Our growing community, identified as one of the fastest growing municipalities by Statistics Canada, located about an hour north of Toronto, offers beautiful rural and urban landscapes and diverse opportunities to work in a technologically progressive, public environment. Additionally, the Town offers the following perquisites:

- flexible work environment, including ability to work from home up to two (2) days per week
- employer paid health and dental benefit packages
- competitive salaries
- OMERS pension plan
- free gym membership at Town recreation centres
- professional development opportunities

Under the direction of the Director of Public Works, the Manager, Transportation, Parks and Fleet is responsible for administration and operation of the Transportation, Forestry, Parks, and Fleet Business Units. This includes strong leadership and mentoring capabilities as well as effective employee management, service level delivery, public safety, and budget compliance.

Responsibilities:

- Lead the Transportation, Parks and Fleet Branch by fostering a culture of trust, collaboration, accountability, and employee empowerment, inspiring staff to deliver exceptional public services while supporting professional growth and continuous improvement.
- Develop short and long-term business plans for each business unit and the Branch as a whole.
- Analyze, research, prepare, present, and implement reports and recommendations on all Transportation, Stormwater, Forestry, Parks, and Fleet matters.
- In collaboration with the Director, develops the annual business plans, capital plans, and operating plans for the Branch.
- Responsible for overseeing and the functional operations and maintenance of four works facilities.
- Lead and manage the Staff of the Branch to meet performance standards for the delivery of programs and services by the Branch.
- Set annual Branch goals and objectives that are consistent with the corporate Strategic Plan.
- Ensure Branch programs and Staff comply with corporate policies, procedures, by-laws, provincial guidelines, governing laws, and regulations.
- Ensure Staff are informed of changes to corporate policies, procedures, bylaws, and legislation.
- Make recommendations to the Director regarding Branch Staffing levels, departmental structure, and new service initiatives.

Qualifications:

- Completion of post-secondary advanced diploma (3-year diploma) or honours degree program (4-year degree) in an environmental, engineering, or applied science field is required.
- Certified Engineering Technologist (CET) with Ontario Association of Certified Engineering Technicians and Technologist (OACETT) designation is required.
- A valid Ontario "G" Class driver's licence or equivalent. Must possess good management and supervisory skills is required.
- Professional Engineer designation and University Degree in Public or Business Administration, Applied Sciences, or Engineering is preferred.
- Certified Project Management Professional (PMP) designation through the Project Management Institute (PMI) is preferred.
- Parks Practitioner Designation through the Ontario Parks Association is preferred.
- Standard First Aid and CPR-C Competent computer operating skills required using Microsoft Office Suite and CMMS.
- Must possess excellent management and leadership skills with a demonstrated ability to foster and maintain good working relationships.

- Thorough working knowledge of applicable legislation including the Maintenance Standards, the Highway Traffic Act, the Municipal Act, the Accessibility for Ontarians with Disabilities Act, the Occupational Health and Safety Act, Commercial Vehicle Operators Regulations, Technical Standards and Safety Authority, Federal Fisheries Act, Ontario Water Resources Act, Environmental Protection Act, Municipal Drainage Act and Environmental Compliance Approvals as it relates to storm water treatment and discharge, Occupiers Liability Act, and Trespass to Properties Act.
- Must have experience with monitoring and reporting financial information.
- Must have experience with maintenance management including winter control. • Must have familiarity with AVL/GPS telematic systems.
- Demonstrated understanding of roads and fleet administrative services, right-of-way maintenance, traffic flow, roadway safety, forestry, and fleet management.
- Demonstrated understanding of parks and open spaces operations and maintenance. • Excellent interpersonal skills required to liaise with the public and politicians.
- Must be astute in dealing with Staff, Contractors, and vendors.
- Competent computer operating skills required using Microsoft Office Word, Excel, and WorkOrder systems.

The successful candidate must have the ability to align with established goals and objectives and is able to create/follow plans and processes accordingly, to deliver task and goal completion to a high standard. The successful candidate will provide clear direction and open communication with employees and address employee issues promptly, objectively and respectfully. The Town of New Tecumseth values progressive ideas and actions; the successful candidate will have proven ability to embrace change, be resourceful and to seek new ideas and creativity to maximize effectiveness to provide high quality citizen-centred services to our community.

Salary: \$114,766.49 – 143,467.68, plus employer paid benefits and OMERS pension plan

Hours: 35 hours per week, 8:30 a.m. – 4:30 p.m., Monday to Friday

Location: Joint Operations Centre - 6558 8th Line, Beeton

Anticipated Start Date: November 2026

To apply, please submit a cover letter, resume and copies of the required credentials (diploma, degree, licences, etc.) by October 12, 2026.

<http://clients.njoyn.com/CL3/xweb/xweb.asp?clid=56628&page=jobdetails&jobid=J0926-0641&BRID=EX362910&SBDID=1&LANG=1>

We thank you for your interest; however, only those selected for an interview will be contacted.

Information collected will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information & Protection of Privacy Act

The Town of New Tecumseth is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an interview, please advise Human Resources if you require accommodation.