


**Job Title: Supervisor, Corporate Asset Management**

The Town of Caledon is a dynamic municipality that successfully balances urban, rural, and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can ***make a difference***.

**The Opportunity (Vacancy: Replacement)**

The role is responsible for planning and leading Asset Management (AM) initiatives for the Town of Caledon in collaboration with departmental staff, to ensure AM activities are consistent throughout the organization and aligned with the organizational strategic plan. Based on the 2025 AM Plan, the Town owns, maintains and operates infrastructure and equipment assets with a replacement value of approximately $2.69 billion. The scope of work includes 1) Leading the development and sustainment of Council approved AM Plans and required yearly updates in compliance with Ontario Regulation 588/17: AM Planning for Municipal Infrastructure and; 2) Lead the evolution and coordination of the Towns AM program across departments. The position will provide a transparent evidence-based framework that will help to utilize asset lifecycle data and information for improved community value through the Towns assets.

As the Supervisor, Corporate Asset Management, you will perform the following duties, including but not limited to:

- Establish, sustain, and lead a departmental wide Asset Management Working Group to ensure requirements of O.Reg, 588/17 are achieved, create and implement standardized best practices in Asset Management with a focus on all asset lifecycle phases across the Town that result in measurable improvements related to service delivery through physical assets including infrastructure, facilities, fleet, parks, equipment etc.
- Lead, develop, sustain, and manage an asset management program, including asset management strategies, policies and procedures
- Coordination of sustaining a complete and accurate, up to date asset registry as a single source of the truth, including standardized data and information such as financial replacement values, expected

useful life, condition assessments, required physical asset attributes and asset work management history
- Support the finance team during the budget process by providing assistance to operations to facilitate evidence-based capital business cases and prioritization of capital requests to ensure capital investments are optimized.
- Delegate appropriate duties to relevant Departments/staff asset experts, through the internal Asset Management Working Group
- Develop and recommend short and long-term financial strategies to obtain funding to meet the requirements of the Town-wide AM Plan (e.g. tax increases / debt financing / other funding sources) required to meet the investment needs required based on Council-approved Levels of Service (LOS) and State of Good Repair (SOGR) of all Town Assets and infrastructure
- Perform additional duties and undertake special projects as assigned.

**The Ideal Candidate**

We are seeking an experienced professional with a post-secondary degree/technologist diploma in Engineering or closely related field. Our ideal candidate has a minimum of three (3) years' experience and advanced knowledge of AM technology such as (Enterprise Asset Management) EAM, Computerized Maintenance Management System (CMMS), and Geographic Information Systems (GIS) applications. Currently, the Town utilizes PSD Citywide as an EAM tool with integration to Esri ArcGIS, plus the Town has other CMMS's applications, a minimum of five (5) years' experience in municipal asset/infrastructure management and a minimum three (3) years' experience in a supervisory role.

Certification in physical Asset Management (such as IAM certification, PEMAC CAMP certification etc.) from a Community College, University, or approved training organization

The ideal candidate will have functional understanding and experience in implementing current AM legislation to ensure corporate compliance e.g. includes but not limited to: Bill 6, An Act to enact the Infrastructure for Jobs and Prosperity Act 2015; and Ontario Regulation 588/17, Infrastructure for Jobs and Prosperity Act, 2015, AM Planning for Municipal Infrastructure. We are seeking an individual who has extensive experience with Municipal Assets and infrastructure and their life expectancy, failure causes and effects, O&M Asset Care Programs and rehabilitation, replacement option.

The successful candidate for Supervisor, Corporate Asset Management will be required to work a flexible schedule, including in the office, remotely and after hours (as required).

This position offers a salary range of $106,444.72 to $133,055.90 plus a competitive benefit package.

*Satisfactory passing of a criminal record check, and proof of qualifications will be required of any successful candidate(s) for this position.*

*The Town is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The Town is an equal opportunity employer that is committed to an inclusive and barrier-free workplace. If your application requires accommodation, please contact People Services at (905) 584-2272 Ext. 4738.*

*Applications for this posting will be accepted until* **November 16th, 2026, 12:00PM.**

The Town of Caledon does not use artificial intelligence (AI) technology for screening, assessing, or selecting candidates.

TOWN OF CALEDON

6311 Old Church Road
Caledon, ON L7C 1J6
www.caledon.ca
T. 905.584.2272 | 1.888.225.3366 | F. 905.584.4542

**How To Apply**

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: www.caledon.ca/careers

If needed and upon request, this document can be made available in an alternative format.

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