



Job Title: Director of Capital Planning and Asset Management

Job Opening: #42455

Business Unit: Public Works

Division: Capital Planning and Asset Management

Location: Thorold, Ontario

Standard Hours: 35.00 / week, Regular Full-Time

Salary Range: \$162,440.00 - \$191,100.00

Close Date: 2025-05-25

About Us

Serving a diverse urban and rural population of more than 475,000, Niagara Region is focused on building a strong and prosperous Niagara. Working collaboratively with 12 local area municipalities and numerous community partners, the Region delivers a range of high-quality programs and services to support and advance the well-being of individuals, families and communities within its boundaries. Nestled between the great lakes of Erie and Ontario, the Niagara peninsula features some of Canada's most fertile agricultural land, the majesty of Niagara Falls and communities that are rich in both history and recreational and cultural opportunities. Niagara boasts dynamic modern cities, Canada's most developed wine industry, a temperate climate, extraordinary theatre, and some of Ontario's most breathtaking countryside. An international destination with easy access to its binational U.S. neighbour New York State, Niagara attracts over 14 million visitors annually, as well as a steady stream of new residents and businesses.

At Niagara Region, we value diversity - in background and experience. We are proud to be an equal opportunity employer. We aspire to hire and grow a workforce reflective of the diverse community we serve. By doing so, we can deliver better programs and services across Niagara.

Job Summary

Salary Pending Review

Reporting to the Commissioner of Public Works, the Director of Capital Planning and Asset Management provides strategic leadership and oversight for the planning, execution, and optimization of infrastructure investments across the Region's Public Works portfolio. This role is responsible for aligning long-term capital planning, asset management practices, and maintenance management with organizational objectives to support sustainable growth, fiscal responsibility, and infrastructure resilience. The Director ensures integration of data systems, financial forecasts, asset service levels, and risk-based decision-making, to enhance the lifecycle performance of infrastructure assets. The Director plays a critical role in translating strategic direction into operational results, driving continuous improvement, and enabling evidence-informed capital and asset decisions.

Education

- Post-secondary degree in Engineering, Asset Management, Planning, Public Administration or other related field of study. A master's degree is strongly preferred.
- Completion of additional education/training in asset management, infrastructure planning or financial forecasting is preferred.
- An equivalent combination of education, experience and qualifications may be considered.

Knowledge

- 10+ years of senior management and leadership experience, related to infrastructure planning, asset management, capital budgeting, and project management, preferably within a municipal or broader public sector context.
- Experience in strategic planning, operational leadership, relationship management and people leadership.
- Demonstrated expertise in strategic capital planning, including long-range forecasting and budgeting. Experience with lifecycle cost modeling is an asset.
- Strong knowledge of infrastructure asset management principles, including development of asset management strategies, service level modeling, risk assessment, and maintenance planning.
- Preferred experience includes working with Enterprise Asset Management (EAM) or Digital Maintenance Management Systems (DMMS), as well as asset information systems, data governance, and GIS platforms.
- Strong understanding of public sector framework, asset management legislation (e.g., Ontario Regulation 588/17), municipal budgeting, and infrastructure funding approaches.
- Knowledge of project management methodology based on PMI (or equivalent) project management techniques.
- Demonstrated record of strong people leadership, team advocacy, and staff development.
- Excellent written and verbal communication skills; confident, articulate and professional speaking/ presentation abilities, in public and to large groups. Ability to develop and deliver clear, data-driven reports, presentations, and business cases to varied audiences.
- Demonstrated political discretion and acuity.
- Professional Engineer (P.Eng.), Certified Asset Management Assessor (CAMA), Project Management Professional (PMP), or other applicable credential(s).

Responsibilities

Strategic Leadership: Provides strategic leadership for the division. Develops practical plans for infrastructure investment and asset management that support the Region's strategic priorities for service delivery. (30% of time)

- Leads the Public Works Asset Management Strategy, Governance Model, and Framework in alignment with corporate priorities, legislative requirements, and public service expectations.

- Translates strategic and organizational priorities into asset management objectives that balance performance, lifecycle cost, and risk to optimize decision-making across the portfolio.
- Oversees the development of long-range capital and financial forecasts that align with growth projections, master servicing plans, and sustainability goals.
- Provides direction for the creation of coordinated, risk-informed investment strategies that prioritize infrastructure renewal, replacement, and expansion.
- Ensures the integration of lifecycle data, service level metrics, and predictive analytics into capital planning and asset decision-making.
- Leads the development of forward-looking asset optimization strategies and plans that ensure infrastructure systems and assets remain in a state of good repair, support service levels, and deliver long-term value.
- Provides strategic input into updates to the Master Servicing Plans, Development Charge Background Studies, and associated by-laws, ensuring alignment with asset renewal and growth priorities.
- Prepares and presents clear, data-driven reports and recommendations to Committees, Council, and senior leadership to support transparency, accountability, and informed decision-making.
- Represents the Division in Council and Committee meetings, providing expert advice, updates, and recommendations on public works capital planning and asset management matters.
- Contributes to the development and implementation of departmental and corporate strategies, structures, and policies as an active member of the Public Works Leadership Team.
- Advises and represents the Commissioner, as required, on complex or high-priority issues, including interfacing with Council and serving as an escalation point for sensitive or urgent matters.

Operational Leadership: Provides operational oversight to ensure the effective delivery of asset management, capital planning and maintenance management strategies across Public Works. (15% of time)

- Accountable for the development of comprehensive capital budgets and annual capital programs in partnership with operating divisions, ensuring alignment with financial plans.
- Oversees the design of integrated maintenance management programs, in partnership with operating divisions, for linear and vertical assets, incorporating preventive and predictive maintenance strategies such as Failure Modes and Effects Analysis (FMEA) and Reliability-Centered Maintenance (RCM).
- Leads continuous improvement of the Enterprise Asset Management System (EAM), GIS, Computerized Maintenance Management System (CMMS), and related analytics platforms, to enable data-driven decision-making and proactive asset diagnostics.
- Oversees performance monitoring and service level models, including flow monitoring, deterioration modeling, and risk-based scenario analysis.
- Directs the coordination of capital program reviews with local municipalities, external agencies (e.g., MTO), and internal partners, to align infrastructure investments with shared objectives, project readiness and growth demands.
- Supports Service Divisions in the development of operational and maintenance plans that implement asset strategies and optimize asset performance throughout their lifecycle.

- Champions innovation and modernization in infrastructure management, through advanced asset information systems, robust data governance, and technology-enabled evidence-based planning.

Relationship Management: Develops and maintains strong internal and external partnerships to support effective service delivery. (15% of time)

- Fosters strong working relationships across Public Works, and with other internal departments/divisions (Finance, Corporate Asset Management, and IT), to support integrated, consistent, and aligned approaches to capital planning and asset management.
- Collaborates with local municipalities, provincial agencies, and external partners to align infrastructure planning, funding strategies, and implementation timelines with growth objectives and service delivery goals.
- Leads and participates in cross-functional committees, task forces, and working groups to address complex issues and opportunities related to asset management and capital planning.
- Builds and maintains strategic, trust-based relationships with other levels of government, industry associations, and non-governmental organizations to support coordinated planning, transparent communication, and effective service delivery.
- Participates in external and industry committees to represent the Region's interests and contribute to shared objectives at the regional, provincial, and national levels.

People Leadership: Accountable for medium to long range people resource planning for the division, determining ideal organizational structures, identifying desirable role and skill mix requirements and ensuring ongoing work quality and deliverability of results. (20% of time)

- Fosters diversity, equity and inclusion within the Division.
- Working through their leadership team, fosters employee engagement.
- Oversees employee performance, career development, and succession planning activities, ensuring open and transparent metrics and processes and opportunities to facilitate employee growth and development.
- Ensures focus is service excellence, effective communication between leaders and employees, transparency, innovation, and collaboration.
- Ensures staff is connected to corporate priorities and direction and has the information and resources to make successful plans and decisions.
- Helps to break down barriers to employee success, ensuring cooperation with other Divisions and Departments
- Ensures all people related issues, including recruitment, grievances and labour relations issues, are aligned to HR and Corporate standards and practices.
- Ensures Occupational Health & Safety policies, programs and practices are implemented, maintained and integrated into all aspects of planning and decision-making.
- Ensures the competency and performance of the Internal Responsibility System within their department, as outlined in the Niagara Region's Health and Safety Policy is achieved and maintained.

Financial Planning: The Director leads the development of long-range capital plans for the Public Works Department, which encompasses infrastructure investments of approximately \$275 million annually and \$4 billion over the 10-year capital plan. (20% of time)

- Align budgets and funding priorities to the Region's strategic priorities and services.
- Accountable for financial planning within their own division, including the development, management, and administration of both annual and multi-year capital and operating budgets, ensuring support of Council's objectives, financial transparency and accountability budget adherence, identifying and explaining variances and financial reporting is effectively managed in compliance with corporate financial policies. Authorize, and administer the acquisition of goods and services for the operating unit and direct reports in accordance with the procurement policy and procedures

Closing Statement

Uncover the wonder of the Niagara Region and join a team dedicated to meeting tomorrow's challenges TODAY!

Let us know why you would be an excellent team member by submitting your online application at www.niagararegion.ca by May 25, 2025.

We thank all candidates for their interest however, only those candidates selected for an interview will be contacted.