



Manager of Building Services /Chief Building Official

Full-time (35 hr/week)

Located within the traditional land of the Anishnaabek, Haudenosaunee and Wendat-Wyandot-Wyandotte peoples, the Town of The Blue Mountains is a four-season community with stunning natural features, including the Niagara Escarpment, Beaver Valley and the Georgian Bay shoreline. Internationally recognized as a four-season tourism destination, The Blue Mountains offers a high-quality lifestyle that caters to families looking to build a solid foundation, adventurers looking to go off the beaten path and relaxation seekers taking in and experiencing the very best the area has to offer.

The Town is looking for people with a shared commitment to building a sustainable community, as well as shared values of integrity, inclusivity, excellence, accountability, and stewardship for the well-being of our residents.

Come gain a unique experience in the 2nd fastest growing municipality in Canada!

Position Summary:

Reporting to the Director, Planning & Development Services, the Manager, Building Services & Chief Building Official leads and oversees the Building Services Division, ensuring the effective administration, enforcement, and interpretation of the Building Code Act, Ontario Building Code, and applicable legislation, standards, and municipal by-laws.

The position is responsible for delivering building permit review, inspection, and regulatory enforcement services that protect public safety and ensure compliance with applicable law, while supporting efficient and customer-focused service delivery.

As Chief Building Official, the role exercises statutory authority and provides expert guidance to internal departments, external agencies, and the public. The position also provides leadership to Building division staff, supports operational planning and financial management, and contributes to continuous improvement and corporate priorities.

What you will need:

- Three-year diploma in Architecture, Engineering Technology, or equivalent.
- Post-secondary education in Business or Public Administration is considered an asset.
- Certification and registration as a Certified Building Code Official (Ontario Building Officials Association) or approved equivalent.

- Civil Engineering Technologist designation (OACETT) or approved equivalent.
- Must maintain required Building Code qualifications, including:
 - Powers and Duties of CBO
 - House
 - Small Buildings
 - Large Buildings
 - Complex Buildings
 - Plumbing House
 - Plumbing – All Buildings
 - On-Site Sewage
 - HVAC House
 - Building Services
 - Building Structural
- Minimum of ten (10) years of related experience, including at least five (5) years as a Municipal Building Official.
- Extensive knowledge of the Ontario Building Code Act and Regulations, Fire Code, Planning Act, Property Standards By-law, and applicable federal and provincial legislation.
- Demonstrated leadership and supervisory skills, with the ability to build, develop, and lead high-performing teams.
- Strong ability to interpret legislation, apply sound judgement, and make consistent, defensible decisions in a regulatory environment.
- Effective communication and interpersonal skills, with the ability to engage stakeholders and deliver a high standard of customer service.
- Proven ability to manage competing priorities, complex issues, and regulatory risk in a fast-paced environment.

What we offer:

This is a full-time permanent opportunity to fill an impending retirement at the Town. The annual salary range for this role is \$125,595.53 – \$146,920.21 (2026 Rate). The Town also offers the following to our employees:

- Perks & Discounts

- Wellness Programs
- Health & Dental Benefits * full-time & 12 month + contracts only
- OMERS
- Work / Life Flexibility
- Professional Development & Education Opportunities

A detailed job description and instructions on how to apply are available on the Town's website, www.thebluemountains.ca, under Town Hall - Employment Opportunities.

The submission deadline for applications is **4:30 p.m. on June 17, 2026.**

In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA), please advise the Human Resources Department to ensure your accessibility needs are accommodated throughout this process. Personal information provided by the applicants is collected under the authority of the Municipal Act, 2001 and will be used for the purpose of candidate selection.

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