



Position: Deputy Chief Building Official (DCBO)

Status: Full Time Non-Union

Salary Range: \$95,005 - \$111, 146, based on a 35-hour work week

(increased to 40 hours a week in peak season, salary adjusted accordingly)

Location: Parry Sound, Ontario (*Relocation/Accommodation Package Negotiable)

Alternate Work Arrangement: Under consideration for non-peak season (October – April)

Closing Date: Noon on Monday, June 3, 2024, resume and cover letter submitted as one PDF document

Who we are

The Township of The Archipelago is a water-based, seasonally oriented municipality consisting of a portion of the 30,000 islands in Georgian Bay and a number of inland freshwater lakes. The Township acknowledges that the community resides on traditional Anishinabek territory. Our team is made up of committed and passionate employees who, in partnership with its community, ensure the continued guardianship of the lakes and watershed areas within the Georgian Bay Mnidoo Gamii Biosphere.

Who you are

You want to be part of a municipality with an environmental focus. You want the work you do to make a difference. You like a team environment where everyone has an opportunity to contribute to achieve a shared goal. You like problem solving, expanding your horizons and making even the smallest positive impact for your community and beyond. You are an outdoor enthusiast who would thrive in an office, on a boat, an ATV or snowmobile surrounded by wind swept pines and the Canadian Shield.

Why work for us

A progressive team, dedicated to lifelong learning, career advancement and collaboration. Our Administration Office, located in the hub of Parry Sound, overlooks the Seguin River and is only steps away from the Rotary and Algonquin Fitness trail where you can immerse yourself in the beauty of the Georgian Bay shoreline.

In addition to the beauty of the area, we offer a robust employee benefits program, an Employee and Family Assistance Program and are members of the Ontario Municipal Employees Retirement System (OMERS), with 100% matching contributions.

Overview of the Opportunity

Under the guidance and direction of the Chief Building Official, exercise and perform duties under the Building Code Act (BCA), Ontario Building Code (OBC), and Municipal By-Laws in connection with reviewing plans, inspecting construction, and issuing orders, in an independent manner and in accordance with the standards established by the applicable code of conduct. In the absence of the CBO, the DCBO assumes full responsibilities of the CBO for the Corporation as set out in the Ontario Building Code.



What You'll Do

- Inspect all stages of building and sewage system construction.
- Enforcement of the Building Code Act and OBC including: investigations, orders and prosecutions.
- Review permit applications and drawings for conformity to OBC, Zoning By-Law and other applicable laws.
- Communicate to the public, contractors and builders, BCIN designers, Architects and Engineers to better understand the OBC and Zoning By-Law requirements.
- Respond to questions from internal and external clients regarding the permit process, routine questions and/or complaints to deliver accurate advice and service to customers and clients.
- Attend, when required, legal proceedings and court as a witness due to illegal construction practices, in order to protect public safety, enforce legislation/municipal by-laws and ensure against liability.
- Issue verbal and written reports and orders resulting from identified code deficiencies, enforcing existing legislation and established by-laws.
- Provide guidance and advice to members of the building team.

Education

- 3 year post-secondary education in the Building Sciences, Architectural or Engineering Technology fields
- BCIN certified with Ministry of Municipal Affairs and Housing (MMAH)
- CBCO Professional Designation from Ontario Building Officials Association

Experience and Skill

- 3-5 years in a municipal/building position.
- Thorough knowledge of the Ontario Building Code and Municipal Act.
- Hands on experience in the construction industry an asset; yet, familiarity with construction techniques and best practices a requirement.
- Strong organizational and time management skills.
- Excellent communication, both written and verbal, conflict resolution and analytical skills.
- Ability to manage electronic files and perform with minimal supervision.
- Extremely comfortable being on/around water and an experienced boater an asset.
- Must be able to traverse over rocky and uneven terrain in all weather conditions.
- Valid class "G" drivers license and valid Personal Craft Operators Card (PCOC) boat license required.

Refer to job description, at www.thearchipelago.ca, for a complete description.

Resumes to be directed to:

Human Resources Department, Township of The Archipelago
Email: HR@thearchipelago.ca

We thank you for your interest, however only candidates under consideration will be contacted.



The Township of The Archipelago is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accessibility accommodations at any point during the application and hiring process, please contact us. Any information received relating to accommodation will be addressed confidentially.

Personal information contained in applications will be used for recruitment purposes and collected Pursuant to section 29(2) of the Municipal Freedom of Information and Protection of Individual Privacy Act R.S.O. 1990, C. M.56. Questions about the collection of personal information should be directed to the Manager, Human Resources, Township of The Archipelago, 9 James Street, Parry Sound, Ontario P2A 1T4. 705-746-4243.