

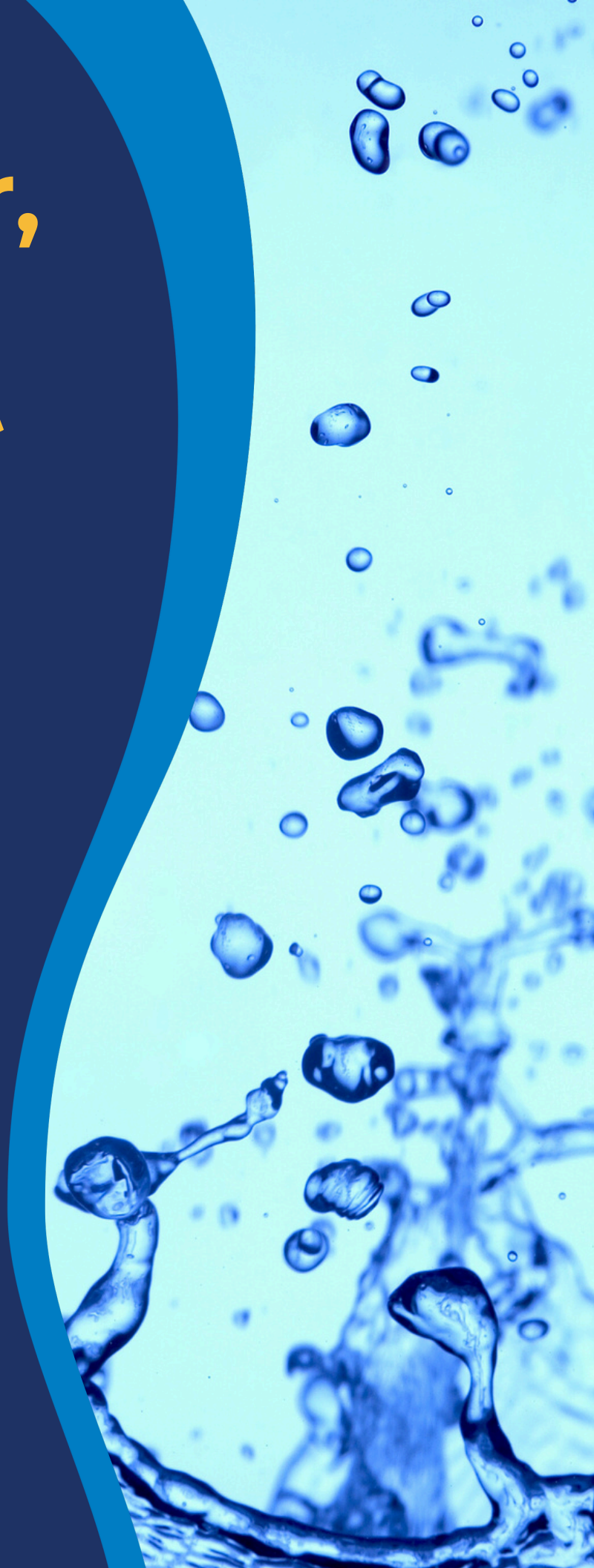
# Supervisor, Water Treatment

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## Role Profile



OUR COMMUNITIES. OUR HOME.



TOGETHER WE ARE

# Lakeshore

**The Municipality of Lakeshore is a fast-growing municipality in Essex County, Ontario, delivering a broad range of municipal services that support a high quality of life for its residents, businesses, and visitors.** Lakeshore is responsible for critical infrastructure and community services, including water and wastewater treatment, roads, drainage, parks and recreation, fire services, planning and development, and environmental stewardship. Positioned along the shores of Lake St. Clair and within the Windsor census metropolitan area, Lakeshore combines strong rural roots with thriving urban communities and continues to be one of the region's most desirable places to live and work.

Lakeshore is guided by values rooted in organizational excellence, accountability, innovation, and service to the public. Through its strategic priorities, the municipality emphasizes sustainable development, infrastructure renewal, environmental protection, financial stewardship, and the continuous improvement of municipal operations.

With a staff complement of approximately 200–300 employees, the Municipality of Lakeshore operates a diverse and technically skilled workforce delivering essential services to a population of over 40,000 residents across a geographically broad and environmentally sensitive area.

The Municipality of Lakeshore is seeking a Supervisor (Water Treatment) to provide operational leadership within its Water division. This role oversees the day-to-day operation, compliance, and performance of Lakeshore's drinking water treatment subsystems. Serving as the Overall Responsible Operator, the Supervisor ensures adherence to the Safe Drinking Water Act and DWQMS requirements, while managing maintenance, asset lifecycle planning, operator scheduling, contractor coordination, and emergency preparedness.

This is an excellent opportunity for an experienced water treatment professional to combine technical expertise with people leadership in a growing municipality. The Supervisor leads operators and student staff, supports inspections and audits, contributes to budgeting, and plays a key role in emergency response and continuous system improvement. **With modern infrastructure and increasing service demands, this position offers meaningful responsibility and the chance to make a direct impact on community health and safety.**

# Supervisor, Water Treatment Role Summary

The Supervisor, Water Treatment is a key technical and operational leader within the Municipality of Lakeshore, reporting to the Manager, Water. This role is accountable for the safe, compliant, and efficient operation of the municipality's drinking water treatment subsystems, ensuring the consistent delivery of high quality potable water in support of public health, regulatory compliance, and community confidence.

In this role, you will oversee all operational activities related to water treatment facilities, including staffing, scheduling, contractor coordination, preventive maintenance, recordkeeping, and emergency response. As the designated Overall Responsible Operator (ORO) for the water treatment subsystems, you are accountable for maintaining compliance with the Safe Drinking Water Act, the Drinking Water Quality Management Standard (DWQMS), and Occupational Health and Safety requirements. You will ensure that operational controls, monitoring practices, and documentation meet regulatory expectations and withstand inspection and audit scrutiny.

The Supervisor provides front line leadership to water treatment operators and student staff, setting clear expectations for performance, safety, and professionalism. Working closely with internal stakeholders, you will support capital planning, assist with budget preparation and monitoring, contribute to tender development, and participate in emergency planning and response activities. You may also provide operational support to water distribution and wastewater collection systems, as required and where qualifications permit, contributing to the integrated delivery of municipal water services.



# About the Role

**Direct Reports:** Water Treatment Lead Hand, Water Treatment Operators

**Working Arrangements:** On-site

**Travel Requirements:** Primarily works outdoors, with some in-office work. Some travel may be required.


## Core Responsibilities

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### Operational Oversight

- Provide day-to-day leadership and supervision of the Municipality of Lakeshore's drinking water treatment subsystems, ensuring safe, reliable, and efficient operation of all facilities.
- Plan, coordinate, and direct daily operational activities, including staffing, scheduling, workflow prioritization, and contractor oversight within the water treatment systems.
- Act as the Overall Responsible Operator (ORO) for the water treatment subsystems, providing technical oversight, guidance, and decision-making authority in accordance with Ontario regulations.
- Ensure 24/7 operational readiness by providing guidance to operators and responding effectively to operational issues and emergencies, including after-hours and weekend situations.

### Water Quality Management

- Ensure full compliance with the Safe Drinking Water Act, Drinking Water Quality Management Standard (DWQMS), Occupational Health and Safety Act, and all other applicable legislation, regulations, and municipal policies.
  - Maintain accurate and complete operational records for drinking water systems, ensuring documentation meets regulatory and audit requirements and is available for inspection.
  - Participate in MECP inspections and external DWQMS audits, addressing findings and implementing corrective actions as required.
  - Contribute as a member of the municipality's DWQMS team, supporting continuous compliance and quality assurance initiatives.
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# About the Role

## Core Responsibilities

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### Infrastructure Maintenance

- Establish, implement, and oversee preventative maintenance programs for all water treatment facilities and equipment to ensure asset integrity and system reliability.
- Manage maintenance scheduling, infrastructure lifecycle renewal requirements, and coordination of internal and external resources to minimize service interruptions.
- Ensure the safe operation, maintenance, and management of all facilities, vehicles, equipment, and electronic systems associated with drinking water operations.

### Financial Support

- Monitor operational expenditures related to water treatment, including procurement activities, invoice verification and coding, and support for variance reporting.
- Assist the Manager, Water in the preparation of annual operating and capital budgets, providing input on resource needs and infrastructure priorities.
- Support the preparation and review of tender specifications, RFPs, RFQs, and contract documents related to drinking water system projects and services

### Emergency Response Planning

- Develop, maintain, and implement emergency plans and procedures related to water treatment operations, ensuring preparedness for operational, environmental, and security-related incidents.
  - Serve as a key member of emergency response activities, providing technical expertise, leadership, and coordination during critical incidents affecting drinking water systems.
  - Act as a secondary contact for security alarms and emergency responses after on-call operators, including after-hours and weekend escalations.
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# What You'll Need for Success

## Experience

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- Minimum of three to five years of progressive supervisory experience in a water treatment or municipal utility environment, with demonstrated responsibility for day-to-day operations, staff oversight, and regulatory compliance.
- A three-year Community College Diploma in Civil Engineering Technology or an equivalent qualification, combined with a current Ontario Class 3 Water Treatment Operator's Certificate, with additional water distribution or wastewater certifications considered an asset.
- Proven technical expertise in municipal drinking water treatment operations, including the ability to act as the Overall Responsible Operator (ORO) and apply regulatory requirements under the Safe Drinking Water Act and Drinking Water Quality Management Standard (DWQMS) in an operational setting.
- Excellent customer service, organizational and leadership skills to work with both internal and external clients and coworkers.
- Sound understanding of infrastructure maintenance and asset management principles, including preventive maintenance planning, lifecycle renewal, and the safe operation of facilities, equipment, and vehicles.

## Skills and Strengths

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- Strong operational leadership skills with the ability to plan, supervise, and direct the daily activities of complex municipal water treatment subsystems while ensuring safe and reliable service delivery.
- Proven ability to lead, motivate, and manage water treatment staff, fostering a respectful, inclusive, and safety-focused workplace that supports performance, accountability, and continuous improvement.
- Well-developed problem-solving and judgment skills, enabling effective response to operational issues, emergencies, and regulatory findings while balancing risk, compliance, and service continuity.
- Excellent communication and interpersonal skills, with the ability to work effectively with operators, managers, contractors, regulatory inspectors, and members of the public.
- Tactful and discretionary when dealing with sensitive operational matters, employee relations issues, regulatory findings, and public concerns.
- Demonstrates inclusive leadership and excels at building sustainable teams by setting clear expectations, supporting collaboration, and championing professional development.

# The Rewards of Leading at This Level

**Base Salary Range:**  
**\$108,000 - \$126,800**

**Comprehensive benefits package,  
including:**

- Green Shield health benefits  
Short-Term/Long-Term Disability  
via Sunlife
- OMERS pension plan

**A generous time-off package  
inclusive of vacation, seven paid  
sick days, and paid time off in  
lieu of working overtime.**



**Lead with purpose in a role where your technical expertise ensures safe, reliable water systems, strengthens compliance, and supports a thriving community.**

**Apply to become Lakeshore's next Supervisor, Water Treatment today!**

If you believe that you have the skills, experience, and desire to be Municipality of Lakeshore's Supervisor, Water Treatment, we want to hear from you! Please send your cover letter and resume in a single document to [recruiting@ahria.ca](mailto:recruiting@ahria.ca).

We are committed to excellence in serving all clients including people with disabilities in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Municipality of Lakeshore is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.


**If you have additional questions about this role, please contact:**

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