



Chief Building Official

Full-time, Permanent

Annual Salary Range: \$127,175.49 to \$149,245.01

Build safely. Lead collaboratively. Shape what comes next.

The City of Kenora is seeking a qualified and service-minded Chief Building Official (CBO) to provide statutory, technical, supervisory, and relationship-based leadership to its Building Division.

Set on the shores of Lake of the Woods in northwestern Ontario, Kenora is one of the province's most distinctive lakefront communities. It offers the professional opportunity of a regional hub, the lifestyle appeal of four-season outdoor recreation, and the community connection of a place where municipal work is visible, meaningful, and closely tied to quality of life.

Reporting to the Director, Planning and Building Services, the Chief Building Official is responsible for administering and enforcing the *Building Code Act, 1992*, the *Ontario Building Code*, applicable law, and related municipal by-laws. The role requires sound judgment, technical credibility, professional independence, and the ability to make fair, consistent, and defensible decisions.

The successful candidate will be a strong collaborator. They will work closely with Planning, Engineering, Fire, By-law, Public Works, senior administration, applicants, builders, developers, design professionals, contractors, health-sector partners, and community stakeholders to support clear, timely, well-documented, and coordinated building administration.

Kenora's Building Division has advanced its digital practices through CloudPermit and Bluebeam. The next Chief Building Official will build on this foundation by supporting consistent practices, staff development, strong file documentation, and clear guidance to applicants on compliant pathways forward.

This is a hands-on leadership role in a community with important development ahead. Kenora processes approximately 200 building permit applications annually, with Part 3 files representing a significant share of the technical workload. The new hospital project and separate campus of care / long-term care project add a particularly compelling dimension, requiring municipal building involvement in permit review, inspections, documentation, applicable law review, occupancy coordination, and ongoing communication with internal and external partners.

The ideal candidate may already be serving as a Chief Building Official or may be an experienced Deputy Chief Building Official or senior building official ready to step into the full CBO role. Required qualifications include Ministry of Municipal Affairs and Housing qualifications and registration for the CBO role, relevant technical qualifications under the *Ontario Building Code*, and demonstrated experience in municipal building administration, plans examination, inspection, enforcement, and staff leadership. Part 3 capability, including structural review, plans examination and inspection, will be particularly important.

For more information or to receive a detailed position profile, please contact Leadership Source at 306-543-1666 or search@leadershipsource.ca.

Applications may be submitted confidentially [here](#).

Early applications are encouraged, as the City may proceed with interviews and move forward with a preferred candidate once a strong match has been identified.

The City of Kenora is an equal opportunity employer committed to building a workforce that reflects the rich diversity of the community it serves. Applications are encouraged from all qualified individuals, including Indigenous Peoples, members of racialized communities or visible minorities, persons with visible or invisible disabilities, persons of diverse sexual orientations, gender identities and expressions, and others who may contribute to the further diversification of ideas.

The City of Kenora is committed to providing accommodation in all aspects of the recruitment and selection process in accordance with the *Ontario Human Rights Code* and the *Accessibility for Ontarians with Disabilities Act*. If you require accommodation, please advise LSI so that arrangements can be made to support your participation in the recruitment and selection process.

Personal information submitted through this recruitment process will be used by Leadership Source Inc. and the City of Kenora to assess eligibility and suitability for employment and will be managed in accordance with applicable privacy legislation, including the *Municipal Freedom of Information and Protection of Privacy Act*.