



Job Posting #: #2026-37
Job Title: Operator, Parks, Trails & Open Spaces
Department: Community Services
Reports To: Supervisor, Parks, Trails and Open Spaces
Directly Supervises: None
Status: Full Time Permanent
Hours per Week: 40
Salary: \$56,827.87 - \$69,068.05
Application Due Date: November 17, 2026

Position Summary

Standard Duties

This position will perform scheduled and unplanned maintenance to municipal parks, trails and open spaces. The position will also maintain facilities and equipment operated by the division. The position will utilize municipal small and medium-sized equipment to perform duties including grass cutting and snow removal. Weekend and/or evening work is anticipated and will be subject to the staffing rotation established for the division.

Additional Duties - October 1 to March 31

This position will perform ice resurfacing, monitor refrigeration equipment, maintain facilities and equipment, set up, and take down for events and all other requirements for a safe and presentable operation during the annual ice season. Weekend and/or evening work is anticipated and will be subject to the staffing rotation established for the arena.

Role Specific Duties and Responsibilities

Parks, Trails and Open Spaces

1. Assist with daily operations and maintenance of the municipal parks, trails and open spaces, including grass cutting, weed trimming, tree cutting and brush removal, garbage collection, washroom cleaning, flower bed maintenance, playground maintenance, trail maintenance, and other maintenance related activities. Fill out maintenance logs and work orders for completed work.
2. Perform snow removal and de-icing activities at municipal facilities during the winter season, including parking lot snow clearing and municipal trail grooming. Fill out maintenance logs and work orders for completed work.
3. Operate small equipment and hand tools such as, but not limited to, chainsaw, weed eater, lawnmowers, snow blower; pressure washers, etc.
4. Perform minor carpentry maintenance and repairs; general property maintenance; and maintenance and repairs on vehicles, machinery and equipment.
5. Operate utility tractor with loader and attachments, mini-excavator, light-duty truck; heavy-duty truck with plow, towing trailers, and operate utility vehicles
6. Complete accident reports, notifying supervisor of same; contact appropriate emergency services as required.

Recreation Services

7. Perform ice resurfacing, monitor refrigeration equipment, maintain facilities and equipment, set up, and take down for events and all other requirements for a safe and presentable operation during the annual ice season.

General Duties and Accountabilities (All Municipal Roles)

- Provide and maintain a high degree of confidentiality and security of information at all times.
- Work in compliance with the *Occupational Health and Safety Act*, and other applicable legislation, department policies/procedures/practices, operational guidelines, and perform safe work practices.
- Perform other duties as may be assigned in accordance with department and corporate objectives.

Required Certifications and/or Health and Safety Requirements

- Valid First Aid and CPR Certification.
- Thorough knowledge of Occupational Health and Safety Act (OHSA); and employee relations principles and practices.
- Working at heights preferred.

Education, Skills and Experience

1. OSSD, or equivalent, combined with one (1) year of relevant experience in a municipal recreation field or minimum 3 years' current related experience or an equivalent combination.
2. Basic Arena Refrigeration and Safe Ice Resurfacers Courses
3. Possess minor carpentry skills; and general equipment maintenance and repair skills.
4. Proven ability to operate small and medium-sized equipment and vehicles.
5. Thorough knowledge of WHMIS, parks, trails, and open space maintenance operations; record keeping, and employee relations principles and practices.
6. Working knowledge of Microsoft Windows and Office applications, cemetery software systems, and office equipment.
7. Ability to demonstrate tact and discretion, dignity and respect in handling matters of a confidential or highly sensitive nature, and to maintain confidentiality.

8. Ability to deal effectively and courteously in all aspects of the position; to work effectively at fostering good rapport and cooperative working relationships; and to champion the corporate mission and values.
9. Available for scheduled shifts, emergency, on-call, and after-hours response and to quickly access, take control and respond to emergency situations.

Physical Demands and Working Conditions

- Physical demand requires standing, sitting and walking, and visual attention for health and safety compliance, crew safety and personal safety at work location. Physical dexterity required for walking, bending and minimal lifting as required. Exposure to ammonia, and alternate cleaning chemicals will be encountered.
- Working conditions are subject to exposure to inclement weather conditions, mud, dirt, noise; and exposure to public criticism/abuse throughout daily operation.
- Normal hours of work are 40 hours per week, with availability for overtime hours, when necessary. Availability or provision for 'on call' response which requires carrying paging device (24/7 operation) as scheduled.

Contacts and Interactions

- Communicates regularly with municipal staff, community organizations, volunteers, contractors and general public.

Applicant Information

Interested qualified applicants are invited to forward their cover letter and resume directly to the Municipality quoting Job #2026-37 by November 17, 2026, at:

jobs@meaford.ca

Attention: Human Resources

The Municipality of Meaford is committed to providing a barrier-free workplace. If accommodation is required during the selection or interview process, it will be available upon request.

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

Personal Information is collected under the authority of the Municipal Act for the purpose of candidate selection, and all information will be stored and used in accordance with the Municipal Freedom of Information and Protection of Privacy Act. For further information about this data collection, please contact jobs@meaford.ca.