



Where you belong.

Chief Financial Officer / City Treasurer

Wage Range: \$166,705 – \$198,477

Job Posting: 055-066-2026

Job Class: 11

Department: Corporate Services

Division: Finance

Hours: 35 hours/week

Status: Full Time

Posted: June 9, 2026

Closing Date: June 30, 2026, at 4:30pm

-
- Reporting to the Chief Administrative Officer, the Chief Financial Officer/City Treasurer informs decisions and provides financial guidance and sound advice on a broad range of financial issues and their operational implications across the Corporation.
 - A strategic partner of the Executive Management Team, the CFO/City Treasurer advises and collaborates with the Council, the Chief Administrative Officer, and the Executive/Senior Management team.
 - The position exercises the statutory duties of the Treasurer as expressed in the Municipal Act and other related legislation, and oversees the development, maintenance, and production of financial records, reports, budgets, and audit statements.

What You'll Lead & Deliver Primary Focus Areas

Financial Advisor and Corporate Treasurer

- Principal financial and economic advisor to City Council and City management. Advise City Council and City Management staff on financial issues and policy.
- Respond to Council requests for reports relating to financial issues.
- Carry out all other duties of the Treasurer implicit in the Statutes of Ontario.
- Provide analysis of budget submissions to Council.

Oversee Organizational Finances & Finance Department

- Maintain an organization structure capable of providing efficient and effective financial services through successful leadership of Accounting/Payroll, Taxation, Purchasing and Procurement, Budgeting, and Financial Service.
- Ensure the implementation, production, and maintenance of all financial records, budgets, budget controls, and audit programs in accordance with accepted accounting methods, Provincial requirements, and City Policy.

Develop Annual Budget & Financial Policies

- Lead the development of the City's annual operating and capital budgets, including guidelines, policies, annual budget estimates for departments, changes to the budget process, and developing financial modeling and strategy recommendations.

Long-Term Financial Planning

- Develop substantive long-term financial plans and forecasts to ensure short-term and long-term sustainability, capable of funding existing services, accommodating growth, controlling economic and financial risks, and contributing to economic competitiveness.
- Forecast trends in the municipality, apprising Council and City Management of viable options to assist in decision-making on long-term and strategic planning.



Corporate Financial Policy Development and Oversight

- Develop, oversee, and update corporate policies and directions for Reserves and Reserve Funds, Debt Management, Capital Budget and Financing, Debt Management, Investments, and other financial policies as required.

Debt Procurement and Analysis

- Determination and decision through research and analysis of type of long-term debt to be utilized.
- Coordinate the issue of long-term debt with underwriters.
- Coordinate information for agencies and the Provincial government.

Tax Policy Development

- Development and administration of the Corporation's Tax Policy with appropriate regard for the City Council's strategic plan and provincial regulations.

Legislation Compliance and Fiscal Landscape Awareness

- Monitor and report on legislation and policy from other jurisdictions, including Federal and Provincial governments, and the financial impact thereof.
- Ensure compliance with all applicable legislation related to financial affairs, including statutory reporting to Council, the public, and the Province.
- Communicate with other government bodies responsible for municipal fiscal policy development.

Bond and Debenture Management

- Lead/coordinate annual bond rating.
- Directs the preparation of debenture issues.

Management and Supervisory Duties

- Supervise employees in accordance with City policy and applicable collective agreements, including ensuring satisfactory work performance, maintaining acceptable conduct, and taking appropriate disciplinary action.
- Maintain a thorough working knowledge of the City's health and safety policies and procedures.
- Other duties as assigned

All activities are expected to be performed in a safe manner, in accordance with the Occupational Health and Safety Act and corporate safety policies, procedures, and programs.

What You Bring

Required Qualifications

Education

- University degree (Finance or Business Administration)

Experience

- 7 years of finance-related experience, including 3 years in a municipal setting
- Knowledge of fiscal planning, budgeting, and reporting
- Knowledge of relevant laws and regulations
- Experience at a senior level in a finance-related capacity
- Proven record of accomplishments in a financial environment

Licences, Certifications, Designations

- Professional Accounting Designation - C.P.A.



**SAULT
STE. MARIE**

Where you belong.

Knowledge/Skill/Ability

- Strong decision-making and problem-solving skills
- Exceptional communication and interpersonal skills
- Excellent organizational and leadership skills
- Teamwork - must be a team player as a member of the Executive/Senior Management Team
- Public speaking - must attend and advise Council at public meetings.
- Media - provide information on financial matters to the media
- Supervision - must deal with personnel issues
- Communication - must deal with Federal and Provincial governments
- Presentation skills
- Analytical skills
- Computer skills – Financial software, Microsoft Office products - Word, Excel, Microsoft Publisher, and PowerPoint.

Assets

Education

- Master's Degree, (Business Administration, Finance)

Experience

- 10 years of progressive senior management experience in Finance, preferably within municipal government

Licences, Certifications, Designations

- Designation from the Association of Municipal Managers of Ontario

Knowledge/Skill/Ability

- Dynamics GP, or other enterprise financial software solution

Required Training (ongoing)

- Attends training, workshops, and seminars where appropriate and as required.
- Professional development requirements for CPA designations, including ethics training, of at least 120 hours in a rolling 3-year period, of which 50% must be verifiable.

Ready to Make an Impact?

Apply Today!

Submit your **cover letter and resume** highlighting your qualifications to:

Email: human.resources@cityssm.on.ca

Subject Line: 055-066-2026 Chief Financial Officer / City Treasurer

Our Commitment to Inclusion

The Corporation of the City of Sault Ste. Marie is an inclusive employer. Accommodation is available in accordance with the Ontario Human Rights Code and the Integrated Accessibility Standards Regulation, Part III, Employment Standards.

Privacy Notice

Information collected is in accordance with the Municipal Freedom of Information & Protection of Privacy Act and will be used solely for the selection process related to this posting.



**SAULT
STE. MARIE**

Where you belong.

Why Choose Sault Ste. Marie?

Build Your Career Where Nature Meets Opportunity

Big-City Career, Small-City Lifestyle

Work on meaningful municipal priorities where your work has a direct impact and you can see results in the community.

An Outdoor Paradise

- Endless hiking, biking, and paddling trails
- World-class fishing and boating
- Skiing, snowmobiling, and winter adventures
- Access to Lake Superior's rugged shoreline—one of Canada's natural gems

Affordable, Comfortable Living

Sault Ste. Marie offers significantly more affordable housing compared to major Ontario cities.

A Welcoming, Growing Community

A friendly community with steady economic growth and expanding sectors including clean energy, tech, public infrastructure, and healthcare.

What The Corporation of the City of Sault Ste. Marie Offers Its Employees

- Comprehensive health, dental, and vision benefits
- OMERS pension plan with employer contributions
- Paid vacation, Wellness Days, and personal leave provisions
- Access to ongoing training, certifications, and professional development
- Healthy work-life balance and a strong commitment to employee safety

