**Title:** **Infrastructure Director**

**Term Renewed**: Odd Years

**Purpose:**  To ensure the Island Lakes Community is maintained structurally for basic living conditions and public safety.

**Role:** The Infrastructure Director is responsible for ensuring the community’s infrastructure is maintained by the appropriate level of government.

**Responsibilities:**

* Monitor the condition of the infrastructure in Island Lakes and report issues to the ILRG Board and the appropriate level of government.
* Contact the appropriate level of government to advise them of damaged or missing infrastructure such as bridges, streets, light standards, crosswalks, sidewalks, walkway lighting and boulevards.
* Report any problems with electricity, gas, sewers, land drainage or water supply.
* Report any problems with street cleaning and snow removal.
* Report any problems with parking, traffic controls or signage.
* Stay informed on new development projects in Island Lakes and surrounding areas, and report same to Board.
* Monitor weekly newspaper announcements and posted notices regarding subdivisions, zoning and variances; attend applicable meetings.
* Hold committee meetings as required.
* Attend monthly Board meetings and provide a progress report.
* Answer questions or concerns of residents by phone or email.
* Prepare an annual report and present it at the Annual General Meeting.
* Participate in all ILRG community events.