



The County of Dufferin is an upper tier municipality which sits on the fringe of the Greater Toronto Area, about 100 km northwest of Toronto. It is largely a rural county with three urban settlement areas. The region is well known for its rivers, rolling hills and excellent outdoor recreation opportunities. The UNESCO World Biosphere Reserve, the Niagara Escarpment and the world famous Bruce Trail, run through Dufferin offering spectacular vistas and hiking opportunities. Home to over 67,000 residents the area boasts fabulous restaurants, shopping and amenities. We are currently recruiting for a:

(HYBRID) SENIOR PLANNER Temporary Full Time (12-month contract)	
JOB ID: C41-25	LOCATION: Hybrid - 30 Centre St, Orangeville
JOB TYPE: Temporary Full Time (Non-Union)	DEADLINE TO APPLY: 4:30 p.m. on June 20, 2025

Reporting to Planning Manager, the Senior Planner is responsible for a wide range of planning duties and is the primary staff person responsible for maintaining and amending the County Official Plan. The Senior Planner is responsible for reviewing and providing comments on local planning applications, official plan amendments, and responding to land use policy enquiries directed by the Planning Coordinator. The Senior Planner collaborates across the corporation and is a resource for staff and Council on all planning matters, providing creative and best practice solutions for how the County is formed and connected.

What we can offer YOU!

- A competitive hourly wage ranging between \$49.78 – \$58.24 (January 1, 2025 Non-Union Pay Grid)
- Hybrid work arrangements
- Eligible to enroll in OMERS pension plan
- Access to Perkopolis; discount, reward and benefits program
- Access to an Employee and Family Assistance Program
- Unlimited access to live and interactive webinars offered by the Canadian Centre for Diversity and Inclusion (CCDI)
- A supportive and collaborative work environment.

What you'll do

- Review all planning applications with regard to the purpose of the proposed development and confirming the site location using the GIS portal
- Verify proposed developments are in compliance with applicable planning legislation by referencing the County's Official Plan and other local official plans, Provincial Plans, and the Provincial Policy Statement
- Ensure planning applications are processed in accordance with the Planning Act, meeting all applicable timelines
- Prepare and present planning reports and recommendations to Public meetings, Council, and Committee
- Collaborate with the Manager and Director, and other internal and external stakeholders in maintaining the official plan
- Monitor changes to provincial policy and propose required updates to Official Plan policies as required
- Work with Planning consultants on major Official Plan updates and Official Plan Amendments
- Proactively engage and foster collaborative relationships with Council, community stakeholders and project partners to leverage land use planning controls and processes that will positively benefit the County and local municipalities
- Act as a representative for the County at meetings with Ministry of Municipal Affairs & Housing (MMAH), Ontario Ministry of Agriculture, Food & Rural Affairs (OMAFRA), etc.
- Act as an expert witness at Ontario Land Tribunal hearings
- Other duties as assigned



What you'll bring

- A post-secondary degree in Urban, Regional, or Land Use Planning or related field.
- 3 years planning experience.
- Member of the Canadian Institute of Planners (CIP) and Ontario Professional Planners Institute (OPPI)
- Experience in interpreting and implementing the Ontario Provincial Planning Act, the Ontario Heritage Act, Provincial and Regional plans and policies, municipal official plan policies, zoning by-law, urban design and architectural guidelines and Heritage Conservation District plans.
- Experience preparing business plans, performance indicators and operating and capital budgets.
- Proficient in Microsoft Office programs and ArcGIS.
- Familiar with Geographic Information Systems (GIS) in a planning environment.
- Knowledge of strategic planning and change management design, process, and implementation strategies to optimize both quality and cost-effectiveness of delivery of services.
- Knowledge of current and emerging planning and growth management techniques, urban design and cultural heritage matters, and familiarity with sustainable development techniques.
- Strong attention to detail, organizational abilities, and problem-solving skills.
- Valid Class G driver's license and access to reliable transportation required

The County of Dufferin strives to provide exceptional customer service to all its residents and visitors. To effectively do so, all positions at the County of Dufferin require a commitment to upholding the County's equity mandate through on-going and mandatory training and examining our day-to-day operations and impacts through an equity lens. Therefore, throughout the selection process, candidates will have demonstrated their ability to be anti-racist, equitable, inclusive, and respectful.

Ready to apply?

Interested applicants are invited to submit a resume and cover letter before the closing date and time to: hr@dufferincounty.ca

As an organization, we recognize the value of diverse perspectives and lived experiences, and the importance of creating an environment that embraces and supports these. We are committed to creating and fostering a workplace where all employees feel a sense of dignity and belonging. As such, we seek to attract, develop, and retain highly talented employees with a variety of identities and backgrounds, to better reflect the growing diversity of our region.

We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to:

- First Nations, Métis and Inuit peoples, and all other Indigenous peoples.
- Members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin.
- Persons with visible and/or invisible (physical and/or mental) disabilities.
- Persons who identify as women; and
- Persons of marginalized sexual orientations, gender identities, and gender expressions.

We value the contributions that each person brings and are committed to ensuring full and equal participation for all in our workplace.

All applicants are thanked for their interest. Those chosen for next steps in the selection process will be advised by July 9, 2025. Information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of job selection and will not be used for any other reason. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.