



**THE CORPORATION OF THE TOWNSHIP OF TAY**  
**EMPLOYMENT OPPORTUNITY**  
**PLANNER**

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The Township of Tay is located on the shores of Georgian Bay, with a population of 10,500. It is located within 5 minutes driving distance of Highway 400 and Highway 12, with the Municipal Office located in Victoria Harbour.

Reporting to the Director of Planning and Development, the Planner will assist in the review, research, analysis, preparation and implementation of planning and related policy development. The Planner will also provide advice and interpretation as it relates to the Zoning By-law and Official Plan, provide administrative and technical support to the Planning and Development Department, and prepare mapping for Township Departments. They will assume all statutory duties of the Secretary-Treasurer to the Committee of Adjustment.

This position requires knowledge of planning, acquired through an Honours University Degree in Urban Planning, Environmental Studies or related discipline and a minimum of three years planning experience, preferably in the municipal setting. The ideal candidate will have exceptional communication and project management skills to provide excellent customer service.

Applicants are encouraged to check the complete job description which is available on the Township website ([www.tay.ca](http://www.tay.ca)) or upon request. The salary range for this position is \$34.85 to \$41.02 per hour with a 35 hour work week.

Interested applicants are requested to submit a detailed resume in confidence by **4:00 p.m., Monday, September 16, 2019** to:

Steve Farquharson, B.URPL, RPP, MCIP  
Director of Planning and Development  
The Township of Tay  
450 Park Street, P.O. Box 100  
Victoria Harbour, Ontario L0K 2A0  
email: [sfarquharson@tay.ca](mailto:sfarquharson@tay.ca)

*We thank all applicants who apply, but only those candidates selected for an interview will be contacted. Personal information is collected under the authority of the Municipal Act and in accordance with the Municipal Freedom of Information and Protection of Privacy Act, will only be used for candidate selection. The Township of Tay is committed to an inclusive, barrier-free environment. Accommodation will be provided in all steps of the hiring process. Please advise the Township of Tay if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.*