



**DRYDEN**  
**Planner**

**HR-BP-2025-23**

The City of Dryden is located in the heart of Northwestern Ontario and is the second-largest city in the Kenora District. Located on Wabigoon Lake, the City is enveloped by the beauty of tranquil lakes, stunning views and the boreal forest. Dryden offers something for everyone; the perfect blend of opportunities to raise a family, grow a business, and build a life. It has the conveniences of an urban centre without losing its rural, neighbourly charm.

We are looking for motivated and professional Planner to join our team. This role involves performing a variety of land use planning functions to support the development and implementation of community improvement plans and land use strategies. The Planner ensures compliance with provincial and municipal legislation, policies and guidelines while delivering exceptional customer service.

Key responsibilities include reviewing and processing zoning amendments, official plan amendments, site plans, consent and minor variance applications. The planner will provide professional planning advice to developers, stakeholders, and community members. Ensure development proposals align with provincial and municipal legislations, regulations and policies. Collaborates with stakeholders on strategic initiatives and community development projects. Prepares and presents detailed reports on development proposals to Council and government bodies. Assists in the development and review of planning policies and procedures and maintains accurate and detailed documentation for all applications and initiatives.

**Position Requirements:**

- University degree in Planning program or related field.
- Registered Professional Planner designation from the Ontario Professional Planners Institute, or equivalent or working towards full certification as a Registered Professional Planner.
- Minimum of two (2) years responsible planning experience, preferably within a municipal planning environment.
- Knowledge of a relevant specialization such as land use, transportation or affordable housing is an asset.
- Proven ability to effectively interact with the public and key stakeholders, along with strong organization, problem-solving, critical thinking, inquiry, presentation, and research skills.
- Familiarity with computer applications (e.g., Adobe Reader and Microsoft Office applications including Word, Excel, PowerPoint, Teams and Outlook).
- Knowledge of information tracking database software (GIS) would be an asset.
- Demonstrated knowledge of the Ontario Planning Act, Provincial Policy Statement and Northern Ontario Growth Plan. General Understanding of the Ontario Building Code and CanLII is considered an asset.
- Excellent verbal and written communication skills.
- Have and maintain a valid Class "G" driver's license.
- Must provide a clean criminal record check and driver's abstract at applicant's expense prior to start date.

Salary range: \$84,676.80 - \$99,278.40, based on qualifications, education, and experience. The City of Dryden offers a comprehensive benefit package as per City Policy. Additionally, the City encourages membership and training as necessary under OPPI/CIP.

This posting will remain open until a successful candidate is identified.

Interested applicants are to submit a cover letter & resume outlining qualifications & experience through the City's online application, which can be found at:

<https://www.dryden.ca/careers/>

Personal Information is collected pursuant to the *Municipal Act, 2001*, and will be used for the purpose of determining eligibility for employment. Questions with respect to the collection of personal information should be addressed to the Freedom of Information and Privacy Coordinator, City of Dryden, 30 Van Horne Avenue, Dryden, ON P8N 2A7 or via telephone contact at (807) 223-1432.

The City of Dryden is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability or age. Accommodations of persons with disabilities are available for all parts of the recruitment and selection process. Applicants need to make their required accommodations known in advance to the Director of Human Resources or designate.

We thank all applicants and advise that only those applicants selected for an interview will be contacted.