



**Senior Solicitor, Planning & Development**  
Permanent Full-Time (35 hours per week)

**About Newmarket**

The growing community of Newmarket is home to 90,000 people and located 40 minutes north of Toronto, in York Region. As one of the most densely populated communities in Ontario, Newmarket may be small in area, but BIG things are happening there. From the transformation of a community landmark, the Mulock Property, into Newmarket's very own Central Park to the renewal of the urban corridors to make them even more eclectic, vibrant, livable, and lovable – the Town of Newmarket is always looking forward.

Newmarket is the recipient of a Google etown award, has been voted the best Main Street in Canada, and the town has been recognized as one of the world's 21 most intelligent communities. Recently, Newmarket won Municipality of the Year by Festivals & Events Ontario and ranked 14<sup>th</sup> in "100 Happiest Cities in Canada."

Strong leadership, courage, creativity, and a culture of collaboration are part of the team's DNA and what sets them apart is their unwavering sense of community and dedication to building it. The 2022-2026 Council Priorities set the stage for an extraordinary future, continuing the Town's strong commitment to Equity, Diversity and Inclusion through engagement, education and action resulting in meaningful change: A Diverse, welcoming, and inclusive community.

We offer and value flexibility to support work/life integration and wellbeing, including flextime, compressed workweeks, and hybrid work. As we move forward from the pandemic, Newmarket is committed to evolving, growing, and trying new approaches, all while creating an environment for extraordinary public service.

**Who are we looking for?**

Under the direction of the Director, Legal & Procurement Services, the Senior Solicitor, Planning & Development is responsible for all development related files. Negotiate, assist Planning Services Department with drafting and/or reviewing complex development related documents, including site plan agreements, condominium agreements, specialized agreements required for public use of private space and others as appropriate or as may be assigned by the Director. Undertakes full carriage of tribunal proceedings at the Ontario Land Tribunal related to land use planning, environmental/natural and heritage protection. Review subdivision and site plan agreements for legal compliance with applicable legislation, regulations, and by-laws. Complete all work in accordance with Department and Council strategic priorities.

**How do I qualify?**

- Completion of a University undergraduate degree (BA, BSC, B Comm, or equivalent) and completion thereafter of a University Graduate Law Degree (LLB or JD).
- A license and membership in good standing with the Law Society of Ontario and thus being qualified to practice law in Ontario.
- In-depth experience at a senior level in the practice of law with a primary focus on Planning and Development law as well as in-depth experience appearing before the Ontario Land Tribunal.
- In-depth understanding and experience at a senior level in the areas of subdivision, site plan, condominium, and other development agreements along with demonstrated competence in related land registration matters.
- Demonstrated broad experience at a senior level appearing before and presenting reports to a Municipal Council.
- Strong organizational, prioritization, oral and written communication, interpersonal, teamwork, administrative skills, and ability to work with minimal supervision.
- Ability to communicate effectively with all levels of staff, government officials, consultants, the business community, tribunals, land and development community, and the general public to influence the responses of others that provide a favorable outcome for the Town.
- Excellent analytic, research, problem solving, adaptability and detail-oriented skills.
- Strong working knowledge of MS Office (Word Outlook), Westlaw, Teraview.
- Valid Class "G" driver's license in good standing and reliable vehicle for use on corporate business.
- Due to the responsibilities of this position a Police Information Check satisfactory to the Town is required.

- Flexibility and availability to work scheduled and unscheduled overtime, attend occasional evening meetings when required.

**Salary:** \$130,634 - \$163,293

**How do I apply?**

Please apply online at [www.newmarket.ca](http://www.newmarket.ca) by 5:00 p.m. on **November 13, 2023**, quoting the file number **23-190**.

The Town of Newmarket is committed to accommodate all applicants in accordance with the Ontario Human Rights Code for all employment activities including the recruitment process. Please no phone calls.