



Transportation Planning Technologist POSTING 202426

Reporting to the Director of Transportation, this position is responsible for providing transportation expertise in transportation related projects, development review, technical design review, active transportation implementation and guide development growth to be accommodated to the Town's Road network. This position maintains current programs and the development of new initiatives related to the transportation planning within the Town. Departmental representative at several external and Council committees related to major transportation projects by the Ministry of Transportation, Halton Region, Metrolinx, neighboring municipalities and various stakeholders. Advances the municipality in areas of Active Transportation, Complete Streets, and Transportation Demand Management to provide a well-balanced multimodal transportation network. This position will provide transportation planning services, traffic modelling and project management support, and will assist other Town divisions as required.

Accountabilities:

- Review Planning Act applications including Official Plan Amendments, Zoning By-law Amendments, Draft Plan of Subdivision, Site Plan Applications and Committee of Adjustments to compile transportation related comments which are sent back to the applicants
- Prepare terms of reference and study designs for transportation planning studies, transportation impact studies, secondary plans, and environmental assessment projects
- Managing and commenting on major internal and external transportation planning initiatives
- Provide project management for Town initiated transportation planning studies including Transportation Master Plan, Active Transportation Master Plan, Feasibility Studies, Municipal Class Environmental Assessments for road projects and inhouse transportation related studies
- Review and comment on Secondary Plans, Transportation Studies and the Town capital program related to long-term transportation impacts, active transportation, complete streets, and multi-modal needs
- Act as the department representative on internal and external committees, such as the Active Transportation Advisory Committee, Bike It Committee, Halton Active and Sustainable School Transportation Committee and the Active Easy Alliance Committee
- Undertake or oversee independent research into emerging transportation planning trends and recommend changes to guidelines, standards, and procedures

- Develop and maintain tabular and spatial planning information databases to support short/long term transportation planning and provide value-added information to other departments
- Coordinate, monitor and address issues on Town transportation planning matters affecting Town departments, Regional and Provincial agencies, private industries, local stakeholders, and the public.
- Coordinate and provide advice to senior staff, developers, and the public regarding transportation planning matters
- Provide responses to transportation planning related inquiries from the public, development industry, various levels of government, internal staff, applicants, and elected officials
- Develop collaborative partnerships with Indigenous communities, agencies, utilities, adjacent municipalities, residents, property owners, consultants, engineers, developers, and contractors on matters relating to the Transportation division
- Lead, coordinate and/or support infrastructure-related and promotional-related initiatives on active transportation such as research best practices, coordinate data collection, identify infrastructure needs, engage with stakeholders and public, oversee design and implementation, deliver outreach programs/materials/events (e.g., School Travel Planning, Bike to School Week, etc.).
- Update and maintain the Towns active transportation network through ensuring that ArcGIS (Sidewalks, Pathways, Bike Lanes, Multi-Use Paths, etc.) is updated regularly
- Appear before the Ontario Land Tribunal (OLT), when required, to provide expert evidence on the Town's behalf as it relates to transportation matters
- Participate in pre-consultation and/or site meetings prior to the submission of development applications
- Review and explore external funding opportunities to support in-town active transportation projects
- Provide technical advice related to developing and updating the Town's Development Charges By-law
- Prepare technical reports, memos and responses to Council, Senior Management, external agencies and public
- Meet with community and special interest groups in a collaborative, results oriented manner
- Provide the highest standard of customer service for both internal and external customers of the department
- Organize and manage specific focus groups on transportation matters and chair meetings to successful outcomes
- Assist the Director of Transportation in representing the Transportation Division in Public Open Houses and Stakeholder meetings to provide technical information associated with Transportation Planning
- Perform other transportation related duties as assigned.

Qualifications:

- 3-year Diploma Program in Transportation Engineering Technology or the equivalent education and experience
- 5 years of experience in the transportation planning environment, which includes 2 years credit applicable to obtaining a C.E.T. designation
- Registered Certified Engineering Technologist (C.E.T.) with O.A.C.E.T.T. in good standing or ability to obtain designation within one (1) year
- Providing evidence at the Ontario Land Tribunal (OLT)
- Proficiency in the use of computer software including Microsoft Office Suite (Excel, PowerPoint, Outlook, and Word), ArcGIS and Bluebeam.
- Dealing with members of the public, business owners, consultants, and contractors in potentially contentious situations
- Exposure to traffic and seasonal weather conditions
- Lifting of equipment up to forty (40) pounds.
- Valid Ontario Class G driver's license and access to a reliable vehicle for business purposes.

Compensation:

The salary for this position (35 hours per week) is \$76,934 to 91,589 per annum.

This position is required to attend evening resident meetings, public information sessions and community group meetings.

Location:

This position allows a blend of working onsite and remotely based on the needs of the business, in accordance with the Town's Work from Home Policy, and as subject to change.

Application:

Qualified candidates may submit a detailed cover letter and resume as a single document, sent in confidence to the Town by 4:30 p.m., April 19, 2024. Please quote Posting 202426 on your cover letter.

Email: humanresources@haltonhills.ca

We thank all those who apply but advise that only those applicants selected for an interview will be contacted. The Town of Halton Hills is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. If contacted for an interview, please advise the Human Resources staff of any measures you feel you need to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.

Personal information is collected under the authority of the Municipal Act, 2001 (S.O. 2001, c.25) and will be used to select a candidate. Questions about this collection should be directed to the Director of Human Resources.

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