



Senior Planner, Transportation Development Services

Position Summary

The Development Services Department is accepting applications for the position of Senior Planner, Transportation. Reporting to the Director of Planning Policy and Urban Design, the Senior Planner, Transportation would be responsible for leading the Town's transportation planning initiatives, and providing guidance and support to other planning, transportation, transit and infrastructure services staff. The Senior Planner, Transportation will collaborate with community building partners, external agencies and other levels of government to promote the timely delivery of regional and inter-regional transportation projects. Part of this position's responsibility would be to champion and facilitate implementation of active transportation initiatives for the Town.

Major Job Responsibilities

- Provide and co-ordinate technical comments on transportation planning, traffic engineering, and active transportation
- Main point of contact for external agency transportation studies (i.e. Region of Halton Municipal Class Environmental Assessments)
- Provide senior level support to Transportation Planning Technologists
- Prepare internal policies and procedures, in consultation with other divisions, related to the technical review and implementation of transportation and active transportation infrastructure delivered through the development process
- Lead and coordinate transportation planning projects and studies
- Coordinate and liaise with internal partners across various divisions and external agencies to implement study recommendations from the Transportation Master Plan, including the Active Transportation Strategy
- Make presentations at Council or public meetings, and develop staff reports
- Liaise with the public, developers, consultants, members of Council, other departments and other stakeholders and external public agencies in the investigation of transportation issues

Education and Experience

- University Degree in Community, Urban or Regional Planning
- University Degree in Transportation Engineering and Planning or proven equivalent combination of accredited education and experience is preferred
- Minimum of five (5) years progressively responsible and directly related experience

Certifications and Designations

- Registered as a Professional Engineer (P.Eng) with Professional Engineers Ontario (PEO), Licensed Engineering Technologist (LET) with OACETT or a Registered Professional Planner (RPP)
- Project Management certification or Public Administration certificate or license is preferred

Additional Skills

- Proficient in transportation planning, transportation modelling and operations
- Experience in program and policy development leading to implementation and delivery
- Experience performing long-term transportation network analysis and running transportation models
- Knowledge and experience in developing and/or implementing transportation projects, including planning, costing, team building, implementation strategies, and building in feedback and evaluation techniques
- Knowledge and experience working with transportation infrastructure providers, partnerships and incentives
- Demonstrated understanding of transportation and land use planning policy frameworks, the municipal planning system, the development approval process and transportation design guidelines, such as Geometric Design Guide, Transit-Oriented Development Guidelines, Ontario Traffic Manuals and Transportation Demand Management

- Comprehensive knowledge of relevant legislation, regulations and policies such as Metrolinx Act, Municipal Act, Highway Traffic Act, and Municipal Class Environmental Assessment
- Highly developed presentation skills and interpersonal skills, with the ability to communicate ideas, methods and recommendations to all levels of the organization, other technical experts, community partners and the general public using verbal, written and graphical techniques
- Strong negotiation, mediation, conflict resolution and public relations skills
- Proven project management, research, analytical and problem-solving skills
- Good knowledge of computer applications such as MS Office Suite, traffic modeling, project management and online consultation tools
- Experience in contract procurement processes and managing project budgets is preferred

Salary Range: \$106,173 - \$132,716 (based on a 35-hour work week).

Interested applicants should apply online at www.milton.ca under the Current Employment Opportunities section. The job posting closes at 12:00 am on May 12, 2025. **Interested applicants, please ensure to apply by 11:59 pm on May 11, 2025.**

Internal Applicants: If you are currently employed with the Town of Milton, please apply internally through the Jobs Hub app of your Workday account in order for your application to be processed as an internal applicant.

About Milton

The Town of Milton offers an opportunity to participate in a hybrid remote work from home program.

At the Town of Milton, we provide excellent and sustainable municipal services to foster a vibrant and inclusive community where residents thrive, businesses flourish and nature is cherished.

We are laying the groundwork for our vision for [Milton 2051](#): a safe, diverse and welcoming community that respects its natural beauty and heritage, supports a range of neighbourhoods, sustains a strong and balanced economy, and offers outstanding opportunities to live, learn, work and play.

In accordance with the Freedom of Information and Privacy legislation, applicant information is collected under the authority of the Municipal Act and will be used strictly for candidate selection.