

CITY OF HAMILTON

PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT
(TRANSPORTATION PLANNING & PARKING DIVISION - TRANSPORTATION PLANNING SERVICES –
LOCATION – 100 KING STREET WEST, SUITE 900)

SENIOR PROJECT MANAGER, PARKING PLANNING - LRT

SUMMARY OF DUTIES

Reporting to the Manager Parking Operations, the Senior Project Manager Parking Planning will be responsible for developing and implementing a parking management plan for on-street and off-street parking to support the implementation of Light Rail Transit. This highly motivated individual will lead a variety of parking initiatives related to LRT including curbside management, parking by-law updates, on-street and off-street parking, commercial vehicle loading, mitigation strategies, construction period parking, and technology changes.

PROJECT OVERVIEW

Hamilton LRT is focused on improving access to transit and supporting the continued growth and revitalization of the city. It is the first piece of a broader rapid transit strategy for Hamilton, referred to as the BLAST Network, as well as a priority project in Metrolinx's Regional Transportation Plan.

In May 2021, a joint funding announcement was made by the provincial and federal governments committing \$3.4B to the capital cost of the project, making the Hamilton LRT one of the largest infrastructure investments in the City's history.

The LRT will connect McMaster University in the west end of Hamilton to Eastgate in the east, with new light rail vehicles running along tracks separated from regular traffic, offering frequent, safe and reliable service. It will also integrate with Hamilton Street Railway (HSR) bus service, and connect with local bike share, and GO bus and rail service.

RESPONSIBILITIES

You will assume responsibility for developing and executing a multi-year plan to ensure the orderly evolution of parking and loading as it relates to Hamilton's Light Rail Transit Project.

You will be responsible for coordinating and assigning tasks to a multi-disciplinary team within the Parking Section as well as the LRT Division, including but not limited to, supporting the development of a comprehensive parking and loading management plan for the LRT corridor, implementing a best practices approach to managing changing curbside activities, overseeing short term parking changes to support construction, and developing a long term strategy for parking and loading in the LRT corridor.

You will be responsible for coordinating with the various service delivery groups that are involved in designing and implementing the LRT project.

GENERAL DUTIES (INCLUDING, BUT NOT LIMITED TO)

Ensure LRT-related parking management activities and initiatives are implemented in coordination with the City's Parking Master Plan, Official Plan and Secondary Plans.

Develop a multi-year plan for parking management activities in the LRT influence area including resourcing requirements funding sources, taking into account the various stages of LRT construction and subsequent operation.

Research, plan and implement strategic parking initiatives for the LRT corridor leading up to and during construction that encompasses, on-street parking, commercial vehicle loading and off-street parking.

Job Description #: A13113

Oversee the development of parking initiatives for LRT that are compatible with parallel Travel Demand Management programs, construction mitigation programs and the overall goal of supporting the growth in transit ridership in the Corridor and City-wide.

Engage relevant stakeholders and corporate partners in the development of a pro-active parking management plan for the LRT project.

Provide research reports, policy briefs, presentations, trend analysis/forecasting, to inform parking strategies.

Understand transportation systems equity concepts, all ages and abilities (AAA) design concepts, Complete Streets design techniques and evaluation methods, and the importance of behavior change as it relates to engagement and active transportation networks.

Represent the City of Hamilton on external committees and technical advisory committees relating to Metrolinx's rapid transit program.

Exhibit a strong customer service focus in all activities.

Attain and maintain currency with evolving standards and community trends.

Identify, develop and implement policy and improvement strategies in the delivery of services to meet mandated goals and objectives.

Attend cross-sectional, cross-divisional, and cross-departmental meetings with respect to development applications.

Liaise as needed with development applicants, the public and stakeholders.

Establish, track, and ensure achievement of key performance indicators and benchmarks for parking.

Ensure compliance with Provincial and Federal statutes and regulations and Municipal by-laws and policies, with specific regard for the Occupational Health and Safety Act.

Manage external consultant & service contracts.

Participate in strategic planning for the direction of the section.

Attend public meetings to present the City's position/actions to the public, media and outside government bodies. Respond to members of the public, elected representatives and other agencies verbally, electronically and in writing. Represent the group, section, division, department and/or the City in formal or informal meetings with elected representatives, the public, other municipalities, technical organizations and the media.

Provide leadership and coaching through consultation with an effective supervisory and administrative team.

Develop and empower staff through delegation of responsibilities and accountabilities, through regular feedback, and by providing development opportunities and technical direction.

Promote teamwork and integration between groups within the section and with other parties participating in cross-functional and cross-program initiatives.

Assist the Manager in responding to various corporate, community, Provincial or Federal proposals for service initiatives, changes or enhancements.

Provide professional consultation, including reports, to Management staff.

Perform other duties as assigned, which are directly related to the responsibilities of the position.

QUALIFICATIONS

- 1. A minimum of an Engineering Technologist Diploma from a recognized community college with demonstrated progressive relevant experience in parking and transportation environments or through a combination of equivalent and relevant education and work experience preferably in the parking industry.
- 2. Certified or eligible for certification with Ontario Association of Certified Engineering Technicians and Technologist (OACETT) and or Professional Project Management (PMP) designation preferred.
- 3. Demonstrated knowledge and skills in the field of project management, continuous improvement principles and leading project management teams.
- 4. Highly effective leadership, facilitation, communication, presentation, interpersonal and organizational skills with demonstrated ability to work with a variety of stakeholders including members of the public, internal peers, organized community groups and elected officials.
- 5. Experience and knowledge in the area of contract supervision, including specification preparation, supervision and quality control/assurance.
- 6. Experience in delivering programs and services with a customer focus in a municipal environment.
- 7. Possess a demonstrated record of leadership and guidance, technical competence, customer focus, innovation/creativity, team advocacy, staff delegation, empowerment and staff development, and be results orientated.
- 8. Possess a high level of personal integrity and is an excellent communicator.
- 9. Working knowledge and understanding of statutes, regulations and by laws related to the parking industry.
- 10. Working knowledge of computer software applications.

THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE
