



TOWN OF  
**HALTON HILLS**  
*Working Together Working for You!*

## MEMORANDUM

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**TO:** Mayor Bonnette and Members of Council

**FROM:** Steven Ziegler, Senior Project Engineer

**DATE:** September 20, 2021

**MEMO NO.:** TPW-2021-0032

**SUBJECT:** Stormwater Master Plan – Intent to Form Advisory Committees

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### **PURPOSE OF THE MEMORANDUM:**

To inform the Mayor and Members of Council of Staff's intent to establish advisory committees for input to the Town of Halton Hills Stormwater Master Plan.

### **BACKGROUND:**

The Town of Halton Hills has initiated a study to complete a Stormwater Master Plan to ensure stormwater is properly managed throughout the planning horizon. The Town has retained AECOM Canada Ltd. to assist in undertaking the Master Plan, as noted in Report No. TPW-2021-0022 and recommended by Council.

The Master Plan will help the Town understand how the existing stormwater management network is functioning, identify opportunities and vulnerabilities, and inform short- and long-term planning to improve its stormwater infrastructure. The study results will assist in addressing issues before stormwater assets fail or are otherwise unable to fulfill their intended purpose.

### **COMMENTS:**

To solicit feedback from key departments within the Town as well as external agencies, it is Staff's intent to establish two (2) advisory committees for the Stormwater Master Plan: a Steering Committee, and a Technical Advisory Committee.

The Steering Committee shall include representatives from various Town departments and will be involved in setting appropriate levels of service expected by the community, developing program goals, and establishing funding targets.

A list of proposed departmental representation for the Steering Committee is presented below:

- Transportation & Public Works
  - Engineering & Construction
  - Development Engineering
  - Transportation
  - Public Works
- Recreation & Parks
- Office of the CAO
  - Climate Change & Asset Management
  - Communications
- Planning & Development

The Technical Advisory Committee shall include representatives from a number of external agencies that include stakeholders, local authorities, and technical experts.

A list of proposed representation for the Technical Advisory Committee is presented below:

- Town of Halton Hills - Engineering & Construction
- Town of Halton Hills - Development Engineering
- Halton Region - Planning
- Halton Region - Transportation Planning
- Conservation Halton
- Credit Valley Conservation
- Department of Fisheries and Oceans
- Grand River Conservation Authority
- Ministry of Transportation
- Niagara Escarpment Commission
- Railway (CP/CN/Metrolinx)
- Ministry of Natural Resources and Forestry
- Ministry of Environment, Conservation, and Parks
- Ministry of Agriculture, Food and Rural Affairs
- Town of Milton

**CONCLUSION:**

This memorandum is provided for informational purposes. The proposed advisory committees are expected to provide valuable feedback and technical input to the Town's Stormwater Master Plan.

Inquiries from the Mayor and Members of Council for additional information can be directed to Steven Ziegler, Senior Project Engineer.

Reviewed and approved by,

A handwritten signature in black ink, appearing to read "Mike Donnelly".

Mike Donnelly, Director of Engineering & Construction

A handwritten signature in black ink, appearing to read "Bill Andrews".

Bill Andrews, Commissioner of Transportation and Public Works

A handwritten signature in black ink, appearing to read "Chris Mills".

Chris Mills, Acting Chief Administrative Officer