



## **Site Alteration Committee**

### **MINUTES**

Minutes of the Site Alteration Committee held on Thursday, July 19, 2018, at 3:00 p.m., in the Esquering Boardroom, Halton Hills Town Hall.

**MEMBERS PRESENT:** Councillor Bryan Lewis (Chair)  
Councillor Ted Brown  
Councillor Clark Somerville  
Ralph Padillo  
David McKeown

**REGRETS:** Mayor Rick Bonnette (Ex-Officio)  
Andrew Stabins (Vice-Chair)  
Harry Brander

**STAFF PRESENT:** Bill Andrews, Director of Engineering  
Steve Grace, Program Manager, Water Resources  
Maureen Van Ravens, Manager of Transportation  
Andrew Mason, Development Inspector  
Nova Bonaldo (Recording Secretary)

**OTHERS PRESENT:** Michael Van Dongen, Van Dongen's Garden Centre, Landscaping,  
Nurseries (Agent)

#### **1. Disclosure of Pecuniary Interest**

Nil.

#### **2. Delegation**

- a) SA-18028, Delegation: Michael Van Dongen, Agent representing Agnes and Adrian Van Dongen, Property Owners – 9268 Fifth Line

On behalf of the Owner, the Agent presented information for a Large Scale/Commercial Site Alteration permit application to import fill to the property's rear 8.4 hectares to re-profile the land to better suit the nursery's agricultural needs.

#### **Facts**

The Agent met with the Site Alteration Committee on May 19, 2018 to discuss a Large Scale/Commercial Site Alteration application at the above noted address to import fill and hosted a site visit on July 10, 2018 at 9268 Fifth Line to further inform and demonstrate

the location and need of the proposed works to the Site Alteration Committee Members.

The Agent is requesting consideration from the Site Alteration Committee as allowed under Part III, General Provision of By-law 2017-0040 to proceed by way of a simple form of application where “the applicant carries on an agricultural operation within the meaning of the *Farming and Food Production Protection Act, 1998* and provides a farming business registration number within the meaning of the *Farm Registration and Farm Organization Funding Act, 1993*.”

Steve Grace discussed the changes on the revised Inspector Report which included a correction in the haul route and refundable securities. Discussions with the Town of Halton Hills Public Works staff resulted in a recommendation to increase the amount of refundable securities due to the possible damages by trucks hauling on Fifth Line, which is a weight restricted road.

The Agent has consulted with Conservation Halton who staked the top of bank. Conservation Halton has consented to a minimum 1 metre offset from the staked top of bank to allow the grades to match, however the Agent believes this may not be necessary and will possibly remain farther than 1 metre from the top of bank. The standard Conservation Halton offset is 15 metres from a staked top of bank.

## **Analysis & Discussion**

The Site Alteration Committee Members, staff, and the Agent discussed the refundable securities. Issues on Fifth Line are not anticipated however the road will be videotaped by Public Works staff before the commencement of works at 9268 Fifth Line and after the works are completed. The Owner will be responsible for any damages caused by the trucks hauling on the roads as indicated in the Town's Site Alteration By-law No. 2017-0040 and the Fouling and Encumbering of Public Roads By-law No. 2006-0054. If damages occur, an Order to Cease Work will be issued and delivered to the Owner. Continuation of the operation cannot continue until the road is repaired to the satisfaction of Town staff.

Retaining a large amount of refundable securities for a number of years is excessive and could be detrimental to a business. Therefore it was agreed upon that the Owner sign a Refundable Security Notice acknowledging the requirement to provide \$10,000.00 in refundable securities and to replenish the securities in the event the monies are drawn on for road restoration works by the Town.

The haul route is based on the source of material being located within Milton; however it has not yet been determined. The Agent anticipates the duration of the works to be two (2) to three (3) years depending on the quality and location of the soil. The Agent expressed understanding of the importance of maintaining the condition of the roads included in the haul route.

The administrative fee, permit shelf life and renewal, and the submission of further required documents were also discussed. The Site Alteration Committee discussed and agreed that the permit fees would be a hybrid of both the “Alteration of a Site” and the

“Alteration of a Site-Large Scale/Commercial” based on the 2018 approved rates. The Agent will provide the recommended administrative fee and information and documents as they become available within the following six months, prior to the issuance of the Large Scale/Commercial Site Alteration permit.

Recommendation No. SA-2018-0004

THAT the Site Alteration Committee recommends the “Terms and Conditions of All Permits” listed in Schedule C of the Site Alteration By-law No. 2017-0040;

AND FURTHER THAT the Agent provides the administrative fee of \$1,419.00 plus \$50.00/ha (\$420.00), additional fees of \$5,760.00 (38,400m<sup>3</sup> x \$0.15), and refundable securities in the amount of \$10,000.00 as indicated in the Refundable Security Notice;

AND FURTHER THAT the Site Alteration Committee supports the proposed works, subject to the applicant meeting all conditions to the satisfaction of staff.

CARRIED

**Conclusion**

In summary, the Committee concludes that this Application is consistent with the general intent and purposes of the By-law.

- The applicant operates a Nursery business that requires a supply of stock that will be grown on site.
- The grading to be completed is satisfactory to the Halton Conservation.
- The proposed time frames are reasonable to complete the works with the appropriate material when they are available.

**NOTE:** Quorum was lost at 3:35 p.m., the following items were for information only and no decisions were made.

**3. Fill Operations – Updates**

Staff provided verbal updates regarding ongoing fill operations and responded to Site Alteration Committee questions and concerns.

**Action Item:** The Chair asked staff to coordinate and invite Charles Priddle, of Conservation Halton, to a future meeting to discuss ongoing fill operations.

Steve Grace informed the Site Alteration Committee that Town Inspectors now have formal access to a lawyer to acquire legal advice regarding site alteration contraventions.

**4. New Business**

No new business.

**5. Next Meeting**

Thursday, August 16, 2018, at 3:00 p.m., in the Esquesing Room, Halton Hills Town Hall

**6. Adjournment**

The meeting adjourned at 3:45 p.m.