



## SITE ALTERATION COMMITTEE

### MINUTES

Minutes of the Site Alteration Committee held on December 13, 2018, at 3:00 p.m., in the Esquering Boardroom, Halton Hills Town Hall.

**MEMBERS PRESENT:** Councillor Bryan Lewis (Chair)  
Andrew Stabins (Vice-Chair)  
Councillor Ted Brown  
Councillor Clark Somerville

**REGRETS:** Mayor Rick Bonnette (Ex-Officio)  
Ralph Padillo  
Harry Brander  
David McKeown

**STAFF PRESENT:** Bill Andrews, Director of Engineering  
Steve Grace, Program Manager, Water Resources  
Jeff Jelsma, Manager of Development Engineering  
Steve Burt, Development Engineering Coordinator  
Andrew Mason, Development Inspector  
Nova Bonaldo (Recording Secretary)

#### 1. End of 2014-2018 Term

The Chair announced Committee Member Harry Brander will not be reapplying to become a member of the Site Alteration Committee in the new term. Harry will be greatly missed and the Chair thanked him for his support, commitment, and involvement in the Site Alteration Committee.

**\*Action Item:** The Chair requested that Steve Grace draft an official thank you letter to provide to Harry Brander.

Steve Grace indicated this meeting is that last for this Committee's term and announced that Mayor Rick Bonnette will no longer be an Ex-Officio of the Site Alteration Committee.

#### 2. Next Site Alteration Committee Term 2018-2022

The Chair announced that Councillor Ted Brown will be the Chair of the Site Alteration Committee for the 2018 to 2022 term.

Steve Grace indicated that the Site Alteration Committee term runs with the term of Council and if citizens wish to apply to become members of the Committee, they are to complete the Application for Volunteer Committee Members form found on the Town of Halton Hills website, and submit to the Clerk department by mid-January 2019. Information is available on the Town's website and advertisements will be in the local newspapers in late December 2018 or early January 2019. The Site Alteration Committee consists of three Council Members and four citizen members.

Committee Members and staff discussed the importance of maintaining high standards and accept citizen members that possess farming knowledge and experience.

### 3. **Fill Operations – Updates**

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

**\*Action Item:** Councillor Ted Brown requested that, going forward; staff include the closest intersection to the addresses on the Fill Operation Update list for better reference.

### 4. **New Business**

#### a) 2018 Excess Soil Symposium

Councillor Bryan Lewis (Chair), Bill Andrews, and Steve Grace attended the symposium which was sponsored by the Canadian Urban Institute. Steve presented information on the Town's Site Alteration By-law 2017-0040 and the Site Alteration Committee process and involvement. The presentation was well received and following the symposium, Steve was contacted by other municipalities interested in acquiring further information on the Town's by-law and committee.

As per the Provincial Government's statement, the policies are going forward however no date has been set.

#### b) Fill Dumping Incident

Committee Members and staff discussed a fill dumping incident that occurred which is currently being investigated by the Town's By-law Enforcement and Property Standards officers.

#### c) SA-18028 – 9268 Fifth Line

Staff provided an update on site alteration file number SA-18028 for 9268 Fifth Line as per the Chair's request.

**\*Action Item:** Steve Grace is to forward the November 8, 2018 email addressed to the applicant to the Chair.

#### d) Load Exemption Permits

The Chair was contacted by a contractor inquiring about cement truck load exemptions. Staff suggested speaking with the Public Works department for details on Load Exemption Permit application and process.

**5. Next Meeting**

Thursday, February 21, 2019 – Orientation meeting only (no delegations/applications)

The Chair indicated Councillor Ted Brown will be the new Chair for the next term and thanked Andrew Stabins for his knowledge and involvement as Vice-Chair.

**6. Adjournment**

The meeting adjourned at 3:55 p.m.