



**SITE ALTERATION COMMITTEE  
MEETING**

Minutes of the Site Alteration Committee meeting held on Thursday September 19, 2024, at 3:00 p.m., Town Hall Esquering Room and via Teams.

**MEMBERS PRESENT:** Councillor Clark Somerville (Chair)  
Councillor Joseph Racinsky (Vice-Chair)  
Bill Allison  
Lisa Teggart  
Brett McAllister  
Andrew Stabins

**REGRETS:** Ralph Padillo  
David McKeown

**STAFF PRESENT:** Jeff Jelsma, Director of Development Engineering  
Steve Burt, Development Construction Coordinator  
Kevin Miguel, Development Engineering Coordinator  
Emilia Siwon, Municipal Law Enforcement Officer  
Nova Bonaldo (Recording Secretary)

**OTHERS PRESENT:** Clare Riepma, Riepma Consultants Inc.  
Rob Russell, Robert Russell Planning Consultants Inc.  
Ben Silver, David Schaeffer Engineering Ltd.  
Nick O'Dell, David Schaeffer Engineering Ltd.  
Todd McNair, David Schaeffer Engineering Ltd.

**1. CALL TO ORDER**

**2. DISCLOSURE OF PECUNIARY/CONFLICT OF INTEREST**

Nil.

**3. DELEGATIONS**

- a. SA-22046, Delegation: Clare Riepma, Riepma Consultants Inc., representing Acton Properties, Sam Sidhu, Property Owner – 12871 Regional Road 25, Town of Halton Hills.

The Applicant has applied for an Exemption or Variance to the Site Alteration By-law 2017-0040 to correct the outstanding contravention and restore the disturbed areas to the satisfaction of both the Town of Halton Hills and Credit Valley Conservation.

## **Facts**

Town staff from Enforcement Services and Development Engineering first attended the property in August 2022 and observed that a large amount of fill material had been moved from various locations on this property to level and fill low lying areas and significantly widen the existing farm driveway. A large amount of the fill was placed in a wetland area that is regulated by Credit Valley Conservation (CVC). Town staff issued an Order to discontinue the contravening activity and to correct the contravention.

Since the issuance of the Order, the Applicant has been working with Town of Halton Hills, CVC, and Halton Region staff to correct the contravention and restore the property, including the wetland and driveway.

## **Analysis and Discussion**

The Applicant apologized, on behalf of the owner, for the contravening activity that occurred on the property and indicated that they have been working with the conservation authority, Halton Region and Town staff to prepare a restoration plan for the property and to correct the grading and driveway. A CVC and site alteration permit is required to conduct the restoration. The Applicant is in agreeance with staff recommendations. Councillor Somerville appreciated the apology.

Staff indicated the CVC permit has been issued and that the applicant is working with Halton Region regarding any additional tree planting requirements. Halton Region is requesting that all the trees that were removed be replaced on a 2 for 1 basis and the Applicant is currently working on a plan to satisfy these requirements. The grading on the property needs to be completed prior to the planting. No fill will be imported or exported to complete the works. The old tannery lands to the north does not influence or affect these works.

## **Conclusion**

The Site Alteration Committee supports the application to restore the property and bring the site into compliance.

### Recommendation No. SA-2024-0003

THAT the Site Alteration Committee supports the application for the Exemption to Site Alteration By-law 2017-0040 for a Large-Scale/Commercial Site Alteration Permit at 12871 Regional Road 25, Halton Hills, subject to the following conditions:

1. The applicant satisfies the Terms and Conditions in Schedules B and C of By-law No. 2017-0040 as applicable.
2. The applicant provides the administration fee in the amount of \$4,198.47 (Paid).
3. The applicant provides the refundable security deposit of \$30,000.00.

4. That the applicant agrees to complete all works within 12 months of the Committee's decision.
5. The applicant agrees that no fill or topsoil shall be removed from their property.
6. The applicant agrees that no fill will be imported to their property.
7. The Applicant agrees that if any topsoil is required to be imported to complete the restoration works that Town staff are provided advanced notice of the number of loads required and a copy the applicable soil testing results. Staff will provide direction on a haul route for trucks at that time.

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

CARRIED

b. SA-24029, Delegation: Rob Russell, Robert Russell Planning Consultants Inc., and Ben Silver, Nick O'Dell, and Todd McNair of David Schaeffer Engineering Ltd., representing Halton Hills South Property Corporation, Property Owner – 15824 10 Side Road, Town of Halton Hills.

The Applicant has applied for an Exemption or Variance to the Site Alteration By-law 2017-0040 and is proposing to evenly spread topsoil, from an existing topsoil pile, across the remainder of this property, outside of any CVC regulated limits and Natural Heritage areas. No material will be imported or exported from this property as part of this application which will eliminate truck traffic, except for the delivery of construction equipment and erosion and sediment control infrastructure.

### **Facts**

The stockpile of topsoil on property 15824 10 Side Road is from the Halton Hills Village Homes Inc. development and as per the agreement the stockpile is to be distributed prior to the development's assumption. The actual area affected by the distribution of the stockpile will be 14.93 hectares which is outside the CVC regulated boundary.

The existing topsoil pile will be distributed evenly at a uniformed thickness of approximately 0.35m of cover area across the property. The contractor is to work in stages with each stage being stabilized before commencing the next, for a maximum of 1.9 hectares of land to only be disturbed at a time. Upon completion, the site will be graded to ensure for proper drainage with the movement of approximately 51,000m<sup>3</sup> of material.

## **Analysis and Discussion**

The Applicant indicated the stockpile will be graded out only on the portion of the property north of the creek so that the creek does not have to be crossed, and that the woodlot will be protected. The stockpile interrupted the drainage in the area causing the land to be unfarmable. The distribution of the material will level out the current growth and help the farmer to cultivate the land again for the next few years.

Staff mentioned the Applicant will not be importing or exporting material, and movement of material will only be within the site, therefore there will be no truck traffic on the adjacent roads.

## **Conclusion**

The Site Alteration Committee supports the application as the works will improve the agricultural land.

### Recommendation No. SA-2024-0004

THAT the Site Alteration Committee supports the application for the Exemption to Site Alteration By-law 2017-0040 for a Large-Scale/Commercial Site Alteration Permit at 15824 10 Side Road, Halton Hills, subject to the following conditions:

1. The applicant satisfies the Terms and Conditions in Schedules B and C of By-law No. 2017-0040 as applicable.
2. That the applicant agrees to complete all works within 12 months of the Committee's decision.
3. Applicant resubmits the siltation plan with revisions related to stabilization.
4. The applicant provides the administration fee in the amount of \$10,978.47.
5. The applicant provides clearance from the Conservation Authority that a permit has been issued or is not required.

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

CARRIED

## **4. ITEMS TO BE SCHEDULED FOR NEXT MEETING**

Staff informed the Site Alteration Committee that there are no scheduled delegations for the next meeting at this time.

Councillor Somerville and staff provided a brief update on the Administrative Monetary Penalty System (AMPS) and the Site Alteration By-law and further discussion will be scheduled at a later date.

## **5. ADJOURNMENT**

The meeting adjourned at 3:25 p.m.