



TOWN OF  
**WHITCHURCH-STOUFFVILLE**

111 Sandiford Drive, Stouffville, ON L4A 0Z8

Customer Service Centre: 905-640-1900  
Toll Free: 1-855-642-TOWN (8696)  
Automated: 905-640-1910  
Toll Free: 1-855-642-TOWS (8697)  
Fax: 905-640-7957  
[www.townofws.ca](http://www.townofws.ca)

Monday, July 29<sup>th</sup>, 2013

1386146 Ontario Inc  
2740 Highway 9  
Kettleby, Ontario  
L0G 1J0

Attention: Robert Kilgour

COPY

**WORK ORDER FOR SITE ALTERATION WORK**

**Address: 13473 Warden Avenue; Town of Whitchurch-Stouffville**  
**Legal: Concession 5 Part Lot 9**  
**Roll #: 19-44-000-046-20000-0000**

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**Subject: 1) Expired Site Alteration Permit**

**2) Confirmation that Works are in Accordance with the Approved  
Plans, By-Law and our Agreement**

This Work Order for Site Alteration Work is in follow up to the Town's Letter dated **Monday, July 8<sup>th</sup>, 2013** and our meeting/discussion at the Municipal Offices (111 Sandiford Drive) at **1100 Hours** on **Wednesday, July 24<sup>th</sup>, 2013**.

Your current site alteration permit has expired and as discussed no further importing of fill materials (including topsoil) is to be conducted on the property. In order to ensure compliance with the approved plans, By-Law 2013-007-RE and our agreement the following is to be provided:

1. Electronic and hard copies of the approved grading plans (May, 2003 – Alcorn and Associates).
2. A plan of the original grades subsequent to the extraction operation, a current survey, and a comparison of the current grades to both the original grades (to determine the total volume of materials imported to date) and the approved grades as per the May, 2003 approved grading plans (to determine the earth balance – over fill / under fill volume).
3. A plan of the original grades prior to the extraction operation (if available).
4. A report in accordance with Clause 4 of the agreement from your qualified engineer/environmental consultant certifying that the placing of all fill is in accordance with the approved grading plans and environmental control program. The Town also requires copies of all the soil testing and results to date for our records.
5. A report in accordance with Clause 6 of the agreement from your qualified engineer/environmental consultant certifying that your works have not contaminated the natural environment and that you have abided by all applicable environmental laws and regulations.
6. A recalculation of the amounts payable to the Town pursuant to clauses 20 and 21 of the agreement on the basis of the volume of material imported to the site, as shown on the current survey referred to in item 2 of this Work Order. [It is understood that once the recalculated amounts are approved by the Town, reconciliation between those amounts and the amounts actually paid to date will be made as appropriate.]

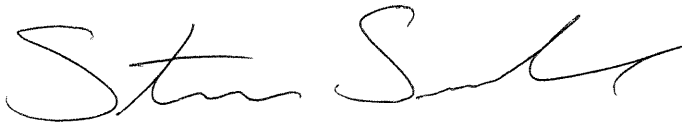
You shall submit the above to By-Law Officer Stephen Small no later than **Friday, September 27<sup>th</sup>, 2013.**

We look forward to cooperatively working through these issues with you; however, please be advised that in the event of failure to comply with this Work Order, the Town of Whitchurch-Stouffville may proceed with charges and/or remedial work to obtain compliance. Any remedial work conducted on-site is recoverable in the same manner as municipal taxes.

**\*Copies of previous Orders/Letters included\***

Thank you for your anticipated cooperation with respect to this matter. You may contact the undersigned from Monday to Friday at 905-640-1910 Extension 2472 or by email at [stephen.small@townofws.ca](mailto:stephen.small@townofws.ca)

Yours Truly,

A handwritten signature in black ink, appearing to read "Stephen Small". The signature is fluid and cursive, with the first name "Stephen" written in a larger, more prominent script than the last name "Small".

Stephen Small  
Municipal Law Enforcement Officer  
BLC-2012-353

CC Mike Molinari – Director of Engineering + Capital Projects  
Paul Neuman – Manager of Capital Projects  
Michael Bigioni – Town Solicitor