

TRANSPORTATION & PUBLIC WORKS

Town of Halton Hills Transportation & Public Works provides many of the municipal services that the community relies on for safety and mobility. We welcome your feedback and look forward to “Working Together, Working for You”.

Contact Information

Mailing Address:

Town of Halton Hills
1 Halton Hills Drive, Halton Hills, ON
L7G 5G2 (Lower Level)

General Inquiries: 905-873-2601 Ext. 2300

E-mail: inf@haltonhills.ca

Website: haltonhills.ca

Contact Form: haltonhills.ca/contact

Building Services

Administration and Enforcement of the Ontario Building Code

The Building Services Division processes building permit applications, performs plans examination of the design documentation submitted in support of the applications for permits, issues building permits and performs mandatory inspections of the work proposed under building permits. Permits are required for the construction of any new building over 10m² (108 sq. ft.) in area as well as for additions, renovations, alterations, repairs, change of use and demolition of existing buildings. Installation of permanent signs (fascia and free standing signs), finishing of basements, installation of HVAC, plumbing systems and on-site sewage disposal (septic) systems, basement walkouts, decks, and installation of mobile homes also require the issuance of building permits.

The Building Services Division is also responsible for the implementation of the Mandatory Sewage Systems Maintenance Inspection Program for the properties affected by the Source Water Protection Plan within the Town of Halton Hills.

Pool Enclosure By-law

Building Services Division issues permits for the installation of pool enclosures and performs related inspections.

Registration of Two-Unit Houses

The Town of Halton Hills By-law 2016-0005 requires registration of two-unit houses. The Building Services Division administers the registration process which legalizes the existence of a two-unit house and ensures that a house complies with all applicable codes and standards. Unless building permits have been issued for the construction of both units within a house, a building or change of use permit is required for the creation of the second dwelling unit.

Zoning Services

The Zoning Section implements Zoning By-laws and participates in the approval process of the building and development permit applications.

Engineering Services

The Engineering Services section oversees the Infrastructure, Design and Construction Capital Program in addition to the Development Engineering and Ontario One Call functions of the Town.

Design & Construction

The Design and Construction section designs, manages, inspects and approves the Town's Capital Road Program. Other inquiries that we often deal with are bridge rehabilitation and design projects, road work design and inspections, and town-owned land inquiries.

Development Engineering

The Development Engineering section reviews and administers new subdivisions and land development applications within the Town. We act as liaisons between residents and the developers to manage issues regarding concerns such as:

- Development Engineering related to construction for new site plans and subdivisions
- Site Alteration Permits
- Entrance/Excavation Permits
- Lot grading and water drainage
- Noise and dust

Ontario One Call (ON1Call)

Ontario One Call (ON1Call) is a call centre that receives excavation locate requests and notifies registered owners of underground facilities within the vicinity of the dig-site of the planned excavation. **CALL BEFORE YOU DIG: 1-800-400-2255 or visit on1call.com**

Building & Engineering 905-873-2601:

- Bridge Projects/Designs: Ext. 2300
- Building Inspections: Ext. 2922
- Building Permits: Ext. 2924
- Development Engineering: Ext. 2200
- Permanent Signs: Ext. 2924
- Road Construction & Inspection: Ext. 2300
- Traffic Operations & Safety: Ext. 2300
- Transportation Planning: Ext. 2300
- Two-Unit House Registration: Ext. 2960
- Zoning Services: Ext. 2320

Public Works Operations Centre



Robert C. Austin Operations Centre,
11620 Trafalgar Road, Halton Hills, ON
haltonhills.ca

Public Works - 905-873-2601:

- **General Inquiries: Ext. 2603**
- **After Hours: Ext. 2600**
 - # '1' Live After-Hours Answering Service
 - # '2' Leave a General Public Works message
- Potholes (reporting): Ext. 2603
- School Crossing Guards: Ext. 2610
- Traffic Signals/Operations: Ext. 2215
- Transit (ActiVan/Taxi Scrip): 905-702-6435

Fall Maintenance

Public Works is responsible for a variety of Fall Maintenance programs such as:

- Cemetery Maintenance
- Cold Patching
- Debris/Litter Pick up
- Ditching Program
- Road Patrols
- Snow Fence Installation
- Street Light Inspection
- Tree Preservation

Winter Maintenance

Public Works is responsible for a variety of Winter Maintenance Programs such as:

- Culvert Thawing
- Outdoor Ice Rinks
- Plowing/Sanding of Roads, Sidewalks and Parking Lots
- Tree Maintenance
- Winter Damage Repair
- Snow Removal

Staff diligently work to ensure our Town roads are safe. Winter Control is performed in the following priority sequence: Regional Roads, Arterial Roads, Collector Roads, and Local Roads. Sidewalk snow clearing starts within 12 hours of the snow event and is completed within 48 hours. Heavy snowfall or successive storms extend winter control activities resulting in delays getting to local roads.

Traffic Signals & Street Lighting

Town of Halton Hills is responsible to install, maintain and operate traffic control devices and roadway illumination to ensure safe and efficient flow of people and goods on Town roads.

Transportation

The Transportation section oversees the ActiVan and Youth Taxi Scrip programs along with the Town's road network for master planning, active transportation, street lighting, traffic calming and day to day traffic operations for safe commuting for all users.

ActiVan Accessible Transit & Taxi Scrip Program

Transportation services anywhere within the municipality of Halton Hills for seniors age 65+ and persons of disabilities. Contact us for registration to participate in the program, purchase of coupons, program fees, and booking rides at 905-702-6435.

ActiVan Fares and Payments:

- Monday-Friday from 7:30 a.m. to 5:00 p.m. = one ticket each way (equivalent to \$3)
- Monday-Friday after hours (between 5:00 p.m. to 11:00 p.m.) and weekends = one ticket + \$1 each way (equivalent to \$4)

Taxi Scrip Program:

- Taxi booklets have a total face value of \$20 and is sold to registered passengers for \$12
- The book contains 20 - \$1 coupons
- Call any local participating taxi company directly for travel

Youth Taxi Scrip Program

The Youth Taxi Scrip provides a 40% discount on local taxi fares for registered youth (ages 13-19) residing in Halton Hills. For more information on requirements and registration, call 905-702-6435 or visit haltonhills.ca/youth.

Youth Taxi Scrip Coupon Book:

- Taxi Scrip booklets have a total face value of \$20 and is sold to registered passengers for \$12
- The book contains 20 - \$1 coupons
- Call any local participating taxi company directly for travel

Register for ActiVan & Taxi Scrip

NOTE: Registration is required for ActiVan and Taxi Scrip programs. Completed application forms can be sent by:

- Mail: Town of Halton Hills - ActiVan
1 Halton Hills Drive
Halton Hills, ON L7G 5G2
- Email: activan@haltonhills.ca or deanna@haltonhills.ca
- Fax: 905-873-8192

Ticket Purchasing Locations:

- Town of Halton Hills Town Hall (Service Halton Hills)
- Halton Hills Public Library
- Robert C Austin Operations Centre
- Links2Care - Acton location
- Georgetown Marketplace - Fred's Lotto
- Gellert Community Centre
- Hillview Active Living Centres (ActiVan & Taxi Scrip only)

Subsidized Passes for Low Income Transit (SPLIT) Pass Program

For information on additional subsidies available for the ActiVan and Taxi Scrip transportation programs, please refer to the Region of Halton; SPLIT Pass Program, featured on page 43.