



RC SPENCER ASSOCIATES INC.
Consulting Engineers

25 May 2020
File No.: 13-331

**The Corporation of the Town of Kingsville
2021 Division Road North
Kingsville, Ontario
N9Y 2Y9**

**Attention: Mr. Andrew Plancke, C.E.T.
Director of Municipal Services**

**Re: Porrone Subdivision Phase 1A & 1B
Town of Kingsville**

Dear Andrew:

A pre-maintenance inspection was held on Friday, 22 May 2020. Please find enclosed a deficiency list created during this inspection.

The deficiencies are minor in nature and will be addressed prior to 31 July 2020. These deficiencies are not related to the general operation of the residential lot services.

We therefore recommend that Porrone Subdivision Phase 1A & 1B be placed on one-year maintenance and that building permits be made available. We also request reduction of securities as required.

**Yours Truly,
RC Spencer Associates Inc.**

**Bruce Ropat
Senior Manager**

cc: **Pino Porrone
Mary Porrone**

Windsor: 800 University Ave. W. – Windsor, ON N9A 5R9
Leamington: 18 Talbot St. W. – Leamington, ON N8H 1M4
Chatham-Kent: 49 Raleigh St. – Chatham, ON N7M 2M6



**Professional Engineers
Ontario**

**Pre-Maintenance Review Meeting Minutes
Porrone Subdivision Phase 1A & 1B**

Date: 22 May 2020
Time: 10:30 a.m.
Place: On Site
File No.: 13-331
Present: Andrew Plancke Town of Kingsville
 Erica Allen Town of Kingsville
 John Gawdunyk Sherway Contracting Ltd.
 Pino Porrone Porrone Construction
 Bruce Ropat RC Spencer Associates
 Shane Lafontaine RC Spencer Associates

Item **Action By**

Following is a list of deficiencies and work to be completed prior to 31 July 2020:

- | | | |
|----|--|-------------------------------|
| 1. | Rough grading for all lots to remove any berms/stockpiles and avoid future ponding issues. | Porrone |
| 2. | Benching to be modified at Road 2E sanitary outlet manhole. Town of Kingsville will coordinate the repair/replacement of the drop structure for the outlet pipe from the Mucci Farms property. | Sherway Town |
| 3. | Final grading of boulevard on south side of Road 2E including seeding. | Sherway |
| 4. | Final grading of boulevard on north side of Road 2E to match existing grade at property line next to dry pond storage area. | Sherway |
| 5. | Final grading of boulevard on west side of Dolce Vita Avenue adjacent to 1811 County Road 34. | Porrone |

Following is a list of future work to be completed prior to sidewalks/ surface asphalt:

6. Approved black vinyl chain-link pool compliant fencing to be installed along future sidewalk on north side of Road 2E and adjacent to the community mailbox car bay on Queens Valley Drive. **Porrone**

7. Asphalt base repairs: **Sherway**
 - Villa Canale Drive, west of Queens Valley in north lane.
 - Queens Valley Drive, south of Sannita Drive in west lane.
 - Queens Valley Drive / Serenity Way intersection.
 - Ramp up asphalt around catchbasin box-outs to prevent ponding.

Note: The foregoing represents the writer's understanding of the major items of discussion and the decisions reached and/or future actions required. If the above does not accurately represent the understanding of all parties, please notify the undersigned within 48 hours of receiving these minutes at (519) 946-1124.

These minutes were prepared by,
RC Spencer Associates Inc.
Shane Lafontaine, M.Eng., P.Eng.
Project Engineer

Distribution:

All present

**RC Spencer Associates Inc.
Consulting Engineers
Windsor, Ontario**