

19 September 2022

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 Infrastructure & Engineering**

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

Dear Andrew:

A final acceptance review inspection was held on Wednesday, 7 September 2022. Please find enclosed a deficiency list created during this inspection.

The deficiencies are minor in nature and will be addressed prior to 14 October 2022. These deficiencies are not related to the general operation of the residential lot services.

We therefore recommend that Porrone Subdivision Phase 1A & 1B be granted Final Acceptance. We also request reduction of securities as required.

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



**Shane Lafontaine, P.Eng.
Project Engineer**

**cc: Pino Porrone
 Mary Porrone**

**Final Acceptance Review Meeting Minutes
Porrone Subdivision Phase 1A & 1B**

Date: September 7, 2022
Time: 1:00 p.m.
Place: On Site
File No.: 13-331
Present: Andrew Plancke Town of Kingsville
 John Gawdunyk Sherway Contracting Ltd.
 Paolo Gaspar Sherway Contracting Ltd.
 Pino Porrone Porrone Construction
 Bruce Ropat RC Spencer Associates

<u>Item</u>	<u>Action By</u>
1. Parge and seal all M.H.'s and C.B.'s as required. Note: This work completed as of September 8, 2022.	Sherway
2. Install rain savers in all sanitary M.H.'s	Sherway
3. Change frame and cover for M.H. No. 9.	Sherway
4. Clean debris in sanitary M.H. "Y" including flushing of sewer line.	Piera Con
5. Remove and replace sidewalk and approach for M.B. 1892 Villa Canal.	Porrone
6. Sawcut west edge of sidewalk for delineation at M.B. 1917 Dolce Vita.	Porrone
7. Cracked sidewalk panels as painted (2 panels) to be removed and replaced.	Piera Con
8. Confirm retaining wall final grades and as-built.	RCS
9. Subdivision sign to be relocated as directed. (Sight-line issue)	Porrone

10. Stop bars and intersection delineation to be painted as specified. **Porrone**
11. Retention pond restoration to be completed. **Porrone**

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) 946-1122.

These minutes were prepared by,
RC Spencer Associates Inc.
Mr. Bruce Ropat
Senior Manager

Distribution:

All present
Shane Lafontaine RC Spencer Associates Inc.

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