



October 25, 2017

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

Attention: G.A. Plancke, Civil Eng Tech (Env)
Director of Municipal Services

Dear Sir:

**RE: Royal Oak at the Creek Subdivision, Phase 8B
Maintenance Period**

On Thursday, July 04, 2016, a pre-maintenance period inspection was undertaken at the above noted subdivision in advance of the electrical distribution and gasmain installation. Attached are the inspection notes noting observed deficiencies.

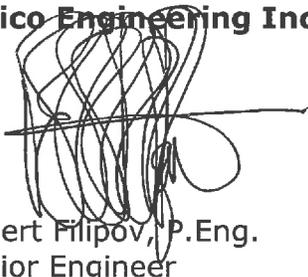
The electrical distribution network and street lighting has been constructed and energized. Gasmain system is scheduled to be installed within the next few weeks. At the time of writing this letter, the major deficiencies identified in the walkthrough have been addressed.

As all work has been completed in accordance with the Subdivision Agreement and a pre-maintenance period inspection has confirmed the status works, we recommend that the development be placed on its Maintenance Period and that Building Permits be made available.

Should you have any questions or comments, I can be contacted at (519) 737-1577
Ext. 257.

Sincerely,

Amico Engineering Inc.

A handwritten signature in black ink, appearing to read 'Robert Filipov', with a horizontal line extending to the right from the end of the signature.

Robert Filipov, P.Eng.
Senior Engineer

C.c. Josh Burns – Amico Properties Inc.



MEETING MINUTES

Project: Royal Oak at the Creek Subdivision, Phase 8B
in the Town of Kingsville

Meeting: Pre-Maintenance Inspection

Meeting Date/Time: July 04, 2017, 1:30 AM

Location: On-Site

In Attendance: Andrew Plancke – Town of Kingsville
Norm MacAuley – E.L.K.
Mike Jones – Blackrock Consulting
Andy Coghill – Amico Infrastructures Inc.
Robert Filipov – Amico Engineering Inc.

Absent: Gudrin Beggs – Amico Properties Inc.

The following deficiencies were noted:

- Remove all debris in all manholes and catchbasins.
- Install filter cloth as a silt barrier in all catchbasins (to be regularly maintained).
- Water valves at the southern intersection of Lukas and Robin to be raised to be 2% above top of curb.
- Review fire hydrant at Block 85-86 when final grading complete.
- Parge adjustments in MHs 4 and S-45.

Electrical Distribution Installation

- E.L.K. indicated they could have a service crew available provided the Offer to Connect was executed and submittals received. The crew could be on-site following locates being called in and the site marked.
- E.L.K. requires the lot lines be staked if bars are not day-lighted.
- E.L.K. requires a grade stake at the property line for all transformers.

Amico Properties Inc. to:

- Provide the Builders with all cast iron clean-out caps.
- Install a Subdivision sign board detailing sidewalk location.
- Replace fence at temporary road location.

Amico Engineering will provide to the Town:

- As-Constructed drawings.
- Lot Grading and Connection Sheets.