



2021 Division Road North  
Kingsville, Ontario N9Y 2Y9  
(519) 733-2305  
[www.kingsville.ca](http://www.kingsville.ca)  
[kingsvilleworks@kingsville.ca](mailto:kingsvilleworks@kingsville.ca)

**Date:** February 8, 2017  
**To:** Mayor and Council  
**Author:** G.A. Plancke / Director of Municipal Services  
**RE:** Millbrook Stage 2 Phase 1 Final Acceptance  
**Report No.:** MS 2017- 08

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## **AIM**

To advise and recommend to Council accordingly

## **BACKGROUND**

In a formal written request to Municipal Services, the Developer's consultant (R.C.Spencer AssociatesInc) has requested that the listed subdivision be granted Final Acceptance and that all securities be returned to the Developer.

As per the Town's current Development Standards Manual, The Developer is to formally request final acceptance from the Director of Municipal Services in order for the Town to accept the Development as complete. Provided the Director endorses the assumption, a By-law officially accepting the Development is to be prepared in order to transfer ownership of the roadway and services to the Municipality. Upon final reading of the By-law the Developer is no longer obligated to maintain or repair the services.

## **DISCUSSION**

All services have been satisfactorily installed, and all outstanding deficiencies for this Development as well as any Development Agreement requirements have been satisfied at this time.

The Development has been on "Maintenance" for the prescribed minimum one year period.

The request of the Developer's consultant is supportable at this time.

## **LINK TO STRATEGIC PLAN**

To create opportunities for residential growth.

## **FINANCIAL CONSIDERATIONS**

None

## **CONSULTATIONS**

R.C. Spencer Associates Inc – Richard C. Spencer P.Eng.  
Amico Properties – Gudrin Beggs  
Municipal Services

## **RECOMMENDATION**

Municipal Services recommends that council concur with the request of the Developer's consultant and the Director of Municipal Services for the Town to grant "Final Acceptance" of the services for the Millbrook Stage 2 Phase 1 subdivision, and for the Clerk to draft the appropriate By-Law in order to transfer ownership of the roadway and services to the Municipality.

Respectfully submitted

*G.A. Plancke*

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

*Peggy Van Mierlo-West*

Peggy Van Mierlo-West, C.E.T.  
Chief Administrative Officer