

Subdivision Internal Checks - Final Acceptance / Assumption

Development Name: School House Court

M Plan: 16M-43

Developer: William Bannerman

Date of Applicable Agreement(s): September 23, 2014

Development Engineering Reviewer: Mason Bellamy

	Description	Comments
Final Acceptance		
✓	Sweeping of asphalt road/pathways and concrete curb/gutters, as applicable	June 2019
✓	Sanitary and storm sewers/facilities flushed/cleaned, prior to CCTV	Sept 2018
✓	Sanitary and storm sewers/facilities inspected with CCTV	Sept 2018
✓	Engineering Consultant review of CCTV summarized in Tech Memo, with any deficiencies identified and remedial works recommended, to satisfaction of the Town	Nov 17, 2020
✓	CCTV reviewed by Town and satisfied with Engineering Consultant summary	Feb, 19, 2020
N/A	Stormwater management facilities clean out, if warranted	Letter from Crozier confirming function dated Nov 13, 2020
N/A	Any special testing required for LIDs, etc, to verify adequate performance	N/A no LID's
✓	Sanitary and storm sewers/facilities deficiencies rectified	None
✓	Town Inspection for Final Acceptance	June 2020
✓	Deficiency list compiled by the Engineering Consultant following the inspection with the Town, and sent to Town for acceptance	June 2019
✓	Confirmation all deficiency list items have been complete, with reinspection by Town where warranted	June 2019
✓	Certification from Consulting Engineer for all Works and Grading	November 13, 2020
✓	Maintenance Periods all expired	June 12, 2020
✓	Ontario Land Surveyor Certification confirming site reviewed and property bars found or replaced	September 16, 2020
✓	Statutory declaration confirming all contractors and sub-contractors have been paid	Aug, 2019
N/A	Confirmation from Finance Department if any funds owing with regards to street light account	In developer account
✓	Confirmation from Finance Department if any funds owing with regards to any other accounts (snow plowing, emergency repairs, etc.)	None
✓	Streetlights checked at night and in good working order	Oct, 2020
✓	Other conditions/requirements for Final Acceptance per Development Agreement: 1. 75% Built out subdivision 2. _____ 3. _____ 4. _____	100% Build out
✓	Special Provisions of the Agreement all satisfied, if applicable	Complete

✓	For "As Record" drawings –and PDF (saved on Corporate drive)	Nov, 2020
Assumption		
✓	Form 1 for water system received (C of A if older #:2262-8EXRGM)	April 11, 2011
✓	Environmental Compliance Approvals (ECA) for all applicable systems received: Sanitary sewers: 6637-8EXRGM Storm sewers:___ 6637-8EXRGM SWM facilities:___ 6637-8EXRGM Other (Sewage pumping station, diesel generator, etc):_N/A	April 1, 2011
N/A	If any MECP approvals are in Developer's name, Town requires an Authorization Letter from developer permitting the Town to transfer the approval into the Town's name, once the development is assumed.	To follow assumption
✓	Operation & Maintenance Manual provided by Engineering Consultant for any stormwater management facilities, sewage pumping stations, etc, as applicable	Nov 30, 2020
N/A	Copies of MECP compliance/reporting documents, if required by ECA, for storm/sanitary systems while in the care of the developer (commencement of operation to Assumption).	None
N/A	Structural Report provided by Engineering Consultant for bridges spanning > 3 m etc, as applicable	None
✓	Streetlight ESA certificate provided	Jan 29, 2015
✓	All documents for ownership, operation and maintenance of infrastructure by Town once Assumed saved on Corporate drive (\\FS\Corporate\SCANNED IMAGES\ASSUMPTIONS)	Saved on Corporate Drive
✓	AutoCAD of infrastructure entered in Town GIS and reviewed by Development Engineering for completeness (and ready for exporting for Operations to assign benchmark costing and Finance to then use for Financial Statements).	Feb 23, 2021
N/A	Confirmation easements in favour of the Town exist on title(s) Instrument number(s):_____ Reference Plan #: _____ Instrument number(s):_____ Reference Plan #: _____ Instrument number(s):_____ Reference Plan #: _____ Instrument number(s):_____ Reference Plan #: _____	No Easement to be conveyed
N/A	Road Guarantee calculation provided by the Consulting Engineer, if applicable per the Development Agreement	Not applicable
<input type="checkbox"/>	Staff report prepared for circulation to internal departments, COW, Council	
<input type="checkbox"/>	By-law drafted for Council to enact for Assumption	
✓	Certification from Consulting Engineer for all Works and Grading	November 17, 2020
Immediately Following Assumption		
<input type="checkbox"/>	Transfer any ECAs to Town name	
<input type="checkbox"/>	GIS to export subdivision infrastructure report from GIS and provide to Dev Eng	
<input type="checkbox"/>	Review of infrastructure report of subdivision by Dev Eng	
<input type="checkbox"/>	Dev Eng provide infrastructure report of subdivision to Operations for asset management/bench mark costing, such that it can be provided by Operations to Finance	