

**ENGINEERING  
MEMORANDUM**

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**TO: MAYOR J. LEHMAN AND MEMBERS OF COUNCIL**

**FROM: R. SUTTON, P. ENG., DIRECTOR OF ENGINEERING**

**NOTED: C. MORTON, ACTING DIRECTOR OF ROADS, PARKS AND FLEET**

**J. THOMPSON, P. ENG., DIRECTOR OF ENVIRONMENTAL SERVICES**

**A. BOURRIE, RPP, DIRECTOR OF BUILDING AND PLANNING SERVICES**

**D. FRIARY, ACTING GENERAL MANAGER OF INFRASTRUCTURE AND GROWTH  
MANAGEMENT**

**M. PROWSE, CHIEF ADMINISTRATIVE OFFICER**

**RE: NATHAN INFILL SUBDIVISION**  
**ACCEPTANCE OF MUNICIPAL SERVICES**  
(FILE # D12-402, REGISTERED PLAN 51M-1037)

**DATE: SEPTEMBER 17, 2018**

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The purpose of this Memorandum is to inform members of Council that in compliance with General Committee motion 11-G-276 (attached as Appendix "A" to this Memorandum), the "as-constructed" municipal services within, and complementary to the noted subdivision (located north of Maplevue Drive East and west of Madelaine Drive, see key plan in Appendix "B") have been completed to the satisfaction of staff and are proposed to be assumed by By-Law.

Acceptance of the "as-constructed" municipal services will allow the existing Letter of Credit to be reduced as such;

1. A letter of Credit, in the total amount of **\$95,791.71**, which includes \$79,791.71 for Engineering and \$16,000.00 for Parks Planning, will be held for minor deficiencies and uncompleted works. This will be held until the completion of the two (2) year maintenance period, at which time a final inspection of the works, within and associated with this plan, will be performed with the developer.
2. Upon satisfaction of the two (2) year maintenance period, the remainder of the Letter of Credit will be released.

A copy of the full set of "as-constructed" drawings has been placed in the Councilors' Lounge for review. If there are no concerns raised by Council, staff will request the Legal Services Department to prepare the necessary By-law to assume the streets and accept the services within this plan of subdivision. The securities will not be reduced until such time as the assumption By-law has been approved by Council. Please forward any questions or comments to the Acting Director of Engineering, Kelly Oakley by October 1, 2018.

APPENDIX "A"**City Clerk's Office  
COUNCIL DIRECTION MEMORANDUM**

TO: Director of Legal Services  
Director of Engineering  
Director of Planning  
Director of Leisure, Transit and Facilities  
Director of Finance  
Powerstream

FROM: Dawn McAlpine, City Clerk

DATE APPROVED  
BY COUNCIL: September 26, 2011

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**11-G-276 REVISION TO CURRENT PRACTICE REGARDING COUNCIL APPROVAL OF  
ACCEPTANCE AND ASSUMPTION OF PLANS OF SUBDIVISION**

1. That the Director of Engineering or designate be delegated the authority to accept the municipal infrastructure within Plans of Subdivision.
2. That prior to submitting an Assumption By-law to City Council for consideration Members of Council be given an opportunity to review/comment on the proposed assumption action and, if requested, the assumption process would be bumped up to General Committee for further consideration. (ENG047-11) (File: D12-GE)

Direction:

Director of Legal Services – note  
Director of Engineering – note  
Director of Planning – note  
Director of Leisure, Transit and Facilities – note  
Director of Finance – note  
Powerstream – note

APPENDIX "B"

