

**THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH  
AGENDA OF REGULAR COUNCIL MEETING – SEPTEMBER 26, 2022 AT 7:00 P.M.  
HYBRID MEETING WITH COUNCIL IN PERSON AND OTHERS VIA WEB CONFERENCING**

**ITEMS FOR CONSIDERATION**

1. OPERATIONS

- a. Ray D. Kirtz, P.Eng, Triton Engineering Services Limited, correspondence dated September 22, 2022, regarding Cachet Developments (Arthur) – Phase 1, Preliminary Acceptance of Stages I & II Municipal Services

Recommendation:

THAT the Council of the Corporation of the Township of Wellington North receive correspondence from Ray D. Kirtz, P.Eng, Triton Engineering Services Limited regarding Cachet Developments (Arthur) – Preliminary Acceptance of Stages I & II Municipal Services;

AND FURTHER THAT Preliminary Acceptance be granted for Stages I & II Municipal Services for Cachet Developments (Arthur) with the guarantee and maintenance period commencing September 26, 2022.



105 Queen Street West, Unit 14  
Fergus  
Ontario N1M 1S6  
Tel: (519) 843-3920  
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Email: [info@tritoneng.on.ca](mailto:info@tritoneng.on.ca)

ORANGEVILLE • FERGUS • HARRISTON

September 22, 2022

Township of Wellington North  
7490 Sideroad 7 West  
P.O. Box 125  
Kenilworth, Ontario  
N0G 2E0

Attention: Darren Jones  
Chief Building Official

RE: Township of Wellington North  
Cachet Developments (Arthur) - Phase 1  
Preliminary Acceptance  
Stage I and II Municipal Services  
Our File: A5520A

Dear Sir:

Further to a request from Urbtech Engineering regarding Preliminary Acceptance of Stage I and II municipal services (i.e., underground services, base asphalt, curb/gutter and SWM facility) for Phase 1 of the Cachet Development in Arthur dated September 21, 2022 (attached), we wish to advise as follows:

- Site inspections have been completed by Triton Engineering Services Limited, Urbtech and Municipal Staff. These inspections have confirmed that Stage I and II municipal works have been substantially completed. Minor deficiencies have been noted during the inspection; however, these do not impact the substantial completion status. A complete deficiency list has been composed and forwarded to the Developer's Contractor. These deficiencies are to be addressed in a timely fashion. However, any deficiencies related to safety issues (i.e. security fences, open structures/trenches, traffic signage) are to be completed immediately and not later than September 30, 2022. Securities shall be retained to ensure these deficiencies are completed satisfactorily.
- The Developer's Consultant, Urbtech Engineering has provided written certification that these services have been constructed and installed in accordance with the approved plans and specifications in their letter dated September 21, 2022 (attached).

Based on the preceding, we recommend that Preliminary Acceptance be granted for Stage I and II municipal services for Phase 1 of the Cachet Development in Arthur with the guarantee and maintenance period commencing from the date of Council's resolution to grant Preliminary Acceptance.



No change in the current securities held by the Municipality has been requested at this time.

We trust that this information is satisfactory and should you have any questions, please do not hesitate to contact the undersigned.

Sincerely,

Triton Engineering Services Limited

A handwritten signature in black ink, appearing to read "Ray Kirtz". The signature is fluid and cursive, written on a light-colored background.

Ray D. Kirtz, P.Eng

Encl.

cc: Tammy Stevenson, Township of Wellington North

September 21<sup>st</sup>, 2022

Our File No: 20-442

Ms. Tammy Pringle  
Development Clerk  
Township of Wellington North  
7490 Sideroad 7 West, P.O. Box 125  
Kenilworth, ON N0G 2E0

**Re: Request for Preliminary Acceptance of Phase 1, Stage 1 & 2 Municipal Services  
Cachet Developments (Arthur) Inc.  
File 23T-20202, Plan 61M  
Town of Arthur**

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As required in the Subdivision Agreement clause 4.1, on behalf of Cachet Developments (Arthur) Inc., we are requesting the Preliminary Acceptance of the municipal services and commencement of the Maintenance Period for the above noted development for Phase 1, Stage 1 and 2.

In support of the request, please find attached the following.

- The Certification Letter that all works have been constructed in accordance with the approved engineering drawings, as set out in Schedule "D", with the exception of the Outstanding Works and Deficiencies,
- Outstanding Works and Deficiency list,
- CCTV inspection and reports,
- Mandrel and Air Pressure Testing and associated reports,
- Confirmation how the Stormwater Management Facility will operate until final culvert crossing is installed.
- Phasing Plan

We would appreciate your approval and issuance the Preliminary Acceptance.

I trust that this is in order; however, should you require any further information, please do not hesitate to contact this office.

Yours very truly,

**URBTECH ENGINEERING INC.**

  
Andrzej Jaworski, P. Eng.  
Consulting Engineer

CC: Ramsey Shaheen, Cachet Developments (Arthur) Inc.  
Max Maddigan, Cachet Developments (Arthur) Inc.  
Tammy Stevenson, C.E.T., Township of Wellington North  
Matthew Aston, Director of Operations, Town of Wellington North  
Dustin Lyttle, Triton Engineering Services Ltd.

September 21<sup>st</sup>, 2022

Our File No: 20-442

Ms. Tammy Pringle  
Development Clerk  
Township of Wellington North  
7490 Sideroad 7 West, P.O. Box 125  
Kenilworth, ON N0G 2E0

**Re: Certificate Letter  
Cachet Developments (Arthur) Inc. – Phase 1, Stage 1 and 2  
File 23T-20202, Plan 61M  
Town of Arthur**

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This is to certify that the construction of the municipal services in the above-mentioned subdivision have been completed in accordance with the approved drawings and specifications, the standards of the Township of Wellington North and in accordance with the Subdivision Agreement under Clause 4.1

Please note that there are some outstanding works and deficiencies, however they will be addressed by the end of October. These outstanding works and deficiencies are included on the attached Outstanding Works and Deficiency List.

I trust that this is in order; however, should you require any further information, please do not hesitate to contact this office.

Yours very truly,

**URBTECH ENGINEERING INC.**



Andrzej Jaworski, P. Eng.  
Consulting Engineer



CC: Ramsey Shaheen, Cachet Developments (Arthur) Inc.  
Max Maddigan, Cachet Developments (Arthur) Inc.  
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