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August 14, 2025

RE: Market and Sydenham Street Improvements / Port Albert Master Servicing Plan

The Township of Ashfield-Colborne-Wawanosh is moving forward with Phase 1C of the Port Albert Servicing Master Plan. This project, known as the Market and Sydenham Street Improvements, includes roadway urbanization and storm sewer installation on Market Street West of Wellington Street and Sydenham Street North of Market Street. As well as the extension of Sydenham Street to the Victoria Street Drain.

#### *Port Albert Servicing Master Plan*

The Port Albert Servicing Master Plan provides a system-wide approach to infrastructure planning to ensure proper drainage and lot grading for existing landowners and future residents of Port Albert. This Servicing Master Plan process began in May 2018, and involved public consultation, including questionnaires and public meetings before being adopted by Township of Ashfield-Colborne-Wawanosh Council in April 2022. This Servicing Master Plan creates one plan and applies it to every property, road allowance, drain, and existing infrastructure in the study area to ensure they all interconnect cohesively. The result of this plan will continue guiding sustainable growth, in line with the goals and policies of the Official Plan, further building on the strengths and unique character of Port Albert creating a vibrant, safe, and healthy place to live for all landowners. The Port Albert Servicing Master Plan is available to view on our website at <https://acwtownship.ca/government/strategies-plans/port-albert-servicing-master-plan>.

#### *Market and Sydenham Street Improvements*

This project was approved as a part of the 2025 Township Budget on March 14, 2025. A tender was issued publicly, and 5 companies requested the plans for the project. On July 7, 2025 Township Staff alongside Township Engineers opened and reviewed the tender documents. On July 15, 2025 Council considered the tenders received and accepted the lowest tender in the amount of \$958,000.00 excluding H.S.T from Kurtis

Smith Excavating Ltd. The contractor plans to begin work shortly and is anticipated to commence September 2025 with some work to follow in 2026.

Activities included in the Market and Sydenham Street Improvement project include:

- Road reconstruction items including curb and base asphalt
- Storm Sewers
- Topcoat Paving (in 2026)

Included with this letter is a copy of By-law 46-2025 being a by-law to authorize the construction of and provide for the estimated levying of the capital costs of the Market and Sydenham Street Improvement Project. This by-law outlines the estimated cost of construction and engineering as well as the estimated assessment which shall be paid by the Township of Ashfield-Colborne-Wawanosh and benefiting landowners.

The estimates provided will be adjusted to reflect the actual cost of construction and engineering once the project is completed. Following the completion, the Township of Ashfield-Colborne-Wawanosh Council will amend Schedule A of By-law 46-2025 and approve an amended assessment schedule to reflect actual costs. More details on the payment of costs levied against your property will be available after Council considers the amended assessment schedule.

#### *Contact*

The Municipal contact for this project is Public Works Superintendent, Thomas McCarthy. Follow along with the Market and Sydenham Street Improvement project on our website at:

<https://acwtownship.ca/government/projects-initiatives/port-albert-servicing-master-plan-market-and-sydenham-street-imp>

Thank-you,

A handwritten signature in black ink, appearing to read 'Tom McCarthy', with a long horizontal flourish extending to the right.

Thomas McCarthy,  
Public Works Superintendent

