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May 9, 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 year. This project, known as the Market and Sydenham Street Improvements, includes roadway urbanization and storm sewer installation on Market and Sydenham Street and the Extension of Sydenham Street to the Victoria Street Drain.

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 landowners 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>.

The project was approved as a part of the 2025 Township Budget on March 14, 2025. A tender will be issued publicly, and the results are to be brought back to Council for approval.

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

- Road reconstruction items including curb and base asphalt
- Storm Sewers
- Construction of Sydenham Street Extension
- Topcoat Paving (in 2026)

As outlined in the Port Albert Servicing Master Plan, for projects on roads owned and maintained by the Township of Ashfield-Colborne-Wawanosh, 100% of road reconstruction costs and 50% of the storm drainage costs will be paid by the Township. The remaining 50% of storm drainage costs will be paid by the benefiting landowners (Lots outlined in **Red** below). The landowner's share is determined based on the size of the parcel located within the drainage catchment.

All construction costs for the extension of Sydenham Street are to be billed to the benefiting landowners (Lots outlined in **Blue** below). These lots do not have frontage on an open road allowance, and the landowners are responsible for paying 100% of the road and storm drainage construction costs.

After the tender is awarded, Township staff will send notices to landowners with estimates based on the tendered price. The estimates provided will be adjusted to reflect the actual cost of construction and engineering once the project is complete. More details on the payment of costs levied against your property will be available after Council considers the amended assessment schedule.

The municipal contact for this project is Public Works Superintendent, Thomas McCarthy, contact information listed above.



Sincerely,

Thomas McCarthy,  
Public Works Superintendent