

July 20, 2021

PRE-CONSTRUCTION SURVEY

Olmstead-Jeffrey Lake Road Reconstruction -
Part 'A' – Olmstead-Jeffrey Lake Road from HWY 17 Easterly to Magnesium,
Part 'B' – Acres Road
Township of Whitewater Region Contract No. 2020-26
Haley Station, ON

Dear Resident/Owner,

DST Consulting Engineers Inc. is retained by Thomas Cavanagh on behalf of the Township of Whitewater Region to carry out a **pre-construction survey** of the homes and buildings in the vicinity of the project noted above.

The purpose of the survey is to obtain videotaped and/or photographic records of the existing conditions of the exterior of the dwellings adjacent to the construction zone. This information may be of future assistance to all parties involved in the unlikely event that damage is caused to the building due to construction. Time to complete the survey will depend on the size of the building. The survey is free of charge to the homeowner.

All videotaped and/or photographic records collected by DST remains confidential and is handled in a manner that is compliant with the *Municipal Freedom of Information and Protection of Privacy Act*. Furthermore, in order to maintain impartiality, should a legal claim for damages arise in the future, all collected records will be stored at DST Ottawa office noted above and will not be released without your consent.

The survey will commence on July 26, 2021. Please contact Anas Saleh at 613.219.3728 or by e-mail at asaleh@dstgroup.com should you wish to arrange an appointment or have any further questions.

In response to the evolving COVID-19 crisis, provincial lockdown, help support the containment campaign, and fulfill the newly legislated physical distancing measures, the survey will be conducted on the exterior of the homes, and buildings only. We would like to take this opportunity to explain the precautionary measures we have put in place to allow this important work to proceed safely:

- The DST representative will knock on your door and step back to ensure a two-meter distance has been created. DST personnel will be wearing gloves and a face mask.
- You will be asked for your consent for us to proceed with the exterior survey of your property.
 - If you wish to reschedule or decline the survey, we will not proceed.
 - If you provide consent, we request that you unlock any locked gate in advance of the DST representative's visit. This will further support physical distancing while the DST representative pursues the external review.

Please note that if DST is unable to reach you, and in order to protect your property, DST will kindly survey the exterior of your home in your absence. If you do not wish for DST to enter your property, please notify us as soon as possible. If we do not hear from you, DST will assume permission granted, and a DST representative will conduct an exterior survey of your home.

Thank you for your understanding, cooperation and patience.

Sincerely,
DST Consulting Engineers Inc.,
A Division of Englobe

Anas Saleh

Anas Saleh, B.Sc.,
Project Manager