

**CONSTRUCTION MANAGEMENT AND DEVELOPER COMMUNICATION PLAN**  
**THE QUEENSWAY NORTH ROAD CONSTRUCTION AND INTERNAL SERVICING**  
**TOWN OF GEORGINA**

**Prepared for:** Ballymore Development (Georgina) Corp.

**Prepared by:** Sabourin Kimble & Associates Ltd.  
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Ajax, Ontario  
L1T 2Z9

**Project No.:** 21:436:D1 & D2

**Date:** March 2025

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## **INTRODUCTION**

Ballymore Development (Georgina) Corp. is the owner of draft approved lands in the community of Keswick located in the Town of Georgina. Ballymore is in the process of detailed design for the development of a subdivision which includes 91 single dwelling lots for their Homestead Meadows lands. The lands are generally bound by existing open space to the east, existing residential lands and Old Homestead Road to the north, The Queensway North to the west, and existing Treasure Hill residential lands to the south.

Ballymore began an internal earthworks program for Homestead Meadows in the summer of 2024 under an internal earthworks agreement. Details on the internal earthworks program can be found in the Construction Management and Developer Communication Plan – Internal Earthworks prepared by Sabourin Kimble & Associates. As part of this work, Ballymore is required to prepare a Construction Management and Developer Communication Plan. This is outlined in the draft plan of subdivision conditions of approval for the site and specific Construction Management and Developer Communications Plans will be required through the various stages of construction.

## **PROJECT SCOPE**

The scope of work to facilitate the development of the Homestead Meadows subdivision comprises of internal site works and external works along The Queensway North and Old Homestead Road.

The internal subdivision works will comprise of erosion and sediment controls, municipal servicing including storm sewers sanitary sewers, watermain and road construction.

External works will be completed along The Queensway North including erosion and sediment control installation, construction of municipal servicing, the urbanization of The Queensway North including road construction and multi-use path, and grading. External works along Old Homestead Road will consist of erosion and sediment controls and watermain construction.

Erosion and Sediment Control measures include sediment control fencing around portions of The Queensway North and Old Homestead Road to minimize disturbance to existing residences; interceptor swales and rock check dams to direct existing overland flow through the site; and granular mud mats where access to local roads is provided. Internal sediment control fencing will be maintained from the Internal Earthworks Program. Refer to Erosion and Sediment control and Construction Management drawings prepared as part of the detailed design package.

The municipal servicing required to support the Homestead Meadows Subdivision will require improvements and additional municipal infrastructure along The Queensway North and Old Homestead Road. To complete this work in a safe and timely manner, a full road closure will be

required along The Queensway North, and a single lane closure will be required on the north side of Old Homestead Road for watermain crossings the road. A detour plan for The Queensway North and a Traffic Management Plan for Old Homestead Road has been provided by Sabourin Kimble & Associates and will be implemented by the Contractor throughout each stage of construction. During these infrastructure installations, there may be temporary driveway access restrictions for residents. When these restrictions are required for construction, the homeowners shall be notified in advance with alternative parking provided in a different area by the contractor.

A municipal sanitary sewer will be installed along The Queensway North to service the Homestead Meadows subdivisions. Through detailed design, residents may have the opportunity to connect. Discussion on these connections is ongoing with the Town.

A municipal watermain will also be installed along The Queensway North from south of 56 The Queensway North to Old Homestead Road and along Old Homestead Road from The Queensway North to Mayfield Avenue to service the Homestead Meadows subdivision and provide a looped watermain system. Through detailed design, residents may have the opportunity to connect. Discussions on these connections is ongoing with the Town. The watermain is generally at a nominal depth but crosses several existing utilities which will require some additional considerations during construction. Boulevard reconstruction and some grading for hydrant accesses will be required for the watermain installation along Old Homestead Road.

Municipal storm sewer systems will be installed to capture both local drainage along The Queensway North as well as external drainage from the surrounding properties. One system will capture drainage north of the Homestead Meadows site, convey flows through the subdivision and outlet directly into the floodplain through a dedicated headwall. The other system will capture drainage south of the site, will be cored into the existing culvert and outlet directly into the creek. Both systems will be treated using Oil-Grit Separators as shown on the detailed engineering drawings provided by Sabourin Kimble & Associates.

The Queensway North will be reconstructed to an urban right-of-way with a 3.0m multi-use pathway on the east side of the road from the north entrance to Keswick Gardens Senior Apartments to Old Homestead Road. Some land acquisition will be required by the Town as identified on the detailed design drawings provided by Sabourin Kimble & Associates.

Storm, sanitary, and water services as well as road construction will also be completed for the internal Homestead Meadows lands. These works will generally be located outside of any Town road allowances and will be contained to the site with little impact to surrounding residents. For the internal servicing and road construction within the Homestead Meadows subdivision, no work is to take place in the Provincially Significant Wetland areas.

## MILESTONE LIST

The below chart lists the major milestones for The Queensway North road construction and the internal servicing for the Homestead Meadows subdivision. This chart outlines the major milestones related to the works and there may be smaller milestones which are not included but will be in the project schedule. If there are any scheduling delays which may impact a milestone or delivery date, Ballymore must be notified immediately so proactive measures may be taken to mitigate any delays or changes in the approved schedule. Any approved changes to these milestones or dates will be communicated to Ballymore and the Town of Georgina.

Milestone	Approximate Timeline
Implementation of ESC Measures	2 Weeks
Servicing – The Queensway North	14 Weeks
Grading – The Queensway North	7 Weeks
Servicing – Old Homestead Road	4 Weeks
Servicing – Internal	5 Weeks
Road Reconstruction – The Queensway North	7 Weeks
Road Construction – Internal	4 Weeks
Site Cleanup	2 Weeks
Top Course Asphalt – Externals	6 Weeks
Top Course Asphalt – Internals	Estimated 2027

## SCHEDULE

The schedule for The Queensway North road construction and the Homestead Meadows internal servicing is outlined in the Gantt Chart attached in Appendix A. The schedule was derived with input from the project team members and reviewed by Ballymore. The schedule is maintained as a Gantt Chart by Sabourin Kimble & Associates. Changes to the schedule will be updated by Sabourin Kimble & Associates and communicated to Ballymore and the Town of Georgina.

## COMMUNICATIONS MANAGEMENT PLAN

This Communications Management Plan outlines the communication network for this project. The matrix will outline the communication procedures, if needed, throughout the entirety of the internal earthworks. The project team directory provides contact information for the parties involved in the management of The Queensway North road construction and the Homestead Meadows internal servicing.

The Communications Matrix below outlines how, when, and who is communicating information pertaining to the servicing operations between the parties involved.

Communication Type	Description	Frequency	Format	Participants / Distribution	Deliverable	Owner
Drop Off Letter	Project Notification	Once	Letter	Adjacent or affected residents	Notice of construction	Consultant
Road Closure	Project Notification	Once	Signage	Adjacent Residents and individuals, signs to be erected 2 weeks advance of road closure notifying through traffic and residents.	Advance Signage. This sign should include relevant Town contact information (TC-74 or equivalent)	Consultant/ Contractor
Additional Resident Notices	Project Construction that will impact residents	As needed	Letter	Affected Residents	Notice of temporary restrictions	Consultant
Project Updates	Email summary of project status	As needed	Email	Project Team	Status Report	Project Manager
Technical Design Review	Review of design related to earthworks phase 1.	As needed	Email	Project Team	Status Report	Project Engineer

Project team directory for all communications is:

Name	Title	Email	Office Phone
Chris McGinnes	Project Manager	<a href="mailto:CMcGinnes@ballymorehomes.com">CMcGinnes@ballymorehomes.com</a>	905-773-1048 x225
Thomas Evans	Contract Administrator	<a href="mailto:tevans@skaengineering.com">tevans@skaengineering.com</a>	905-426-9451 x251
Adam Zahorchak	Project Manager	<a href="mailto:azahorchak@skaengineering.com">azahorchak@skaengineering.com</a>	905-426-9451 x266

Communications Conduct:

### Meetings:

A pre-construction meeting will be organized with all relevant parties to provide an organized approach to construction methodology. After the pre-construction meeting, meetings will be on an “as needed” basis and will be determined by Ballymore and the Town. A meeting agenda will be provided before any scheduled meeting to brief all participants on the meeting content. Sabourin Kimble & Associates will be responsible for keeping meeting minutes and distributing them to the parties involved.

**APPENDIX A**  
**THE QUEENSWAY NORTH AND HOMESTEAD MEADOWS GANTT CHART SCHEDULE**



**NOTICE TO RESIDENTS**  
**HOMESTEAD MEADOWS**  
**COMMENCEMENT OF SERVICING**

Please be advised servicing, road construction, and various related construction activities will be commencing this week at the adjacent subdivision, Homestead Meadows. Servicing and road urbanization will also be commencing along The Queensway North, and servicing installations with boulevard reconstruction will be occurring along Old Homestead Road with various stages of road or lane closures. At these times, there may be temporary driveway access restrictions for residents. When these restrictions are required, homeowners shall be notified in advance and alternate parking locations will be provided. Erosion and sediment control measures will be installed prior to any construction activity. Lake Simcoe Region Conservation Authority and Town approvals are in order.

The contractor will be working within the noise by-law guidelines of 7:00 am. to 7:00 pm. Monday to Saturday. The contractor will be monitoring dust emissions constantly and appropriate measures will be implemented if they are deemed to be excessive.

If you require further information please contact the following:

Chris McGinnes, Project Manager  
Ballymore Development (Georgina) Corp.  
12840 Yonge St., Suite 200  
Richmond Hill, ON L4E 4H1  
T:905-773-1048 x225

Contractor TBD

We apologize for any inconvenience that may arise.

Sabourin Kimble & Associates Ltd.

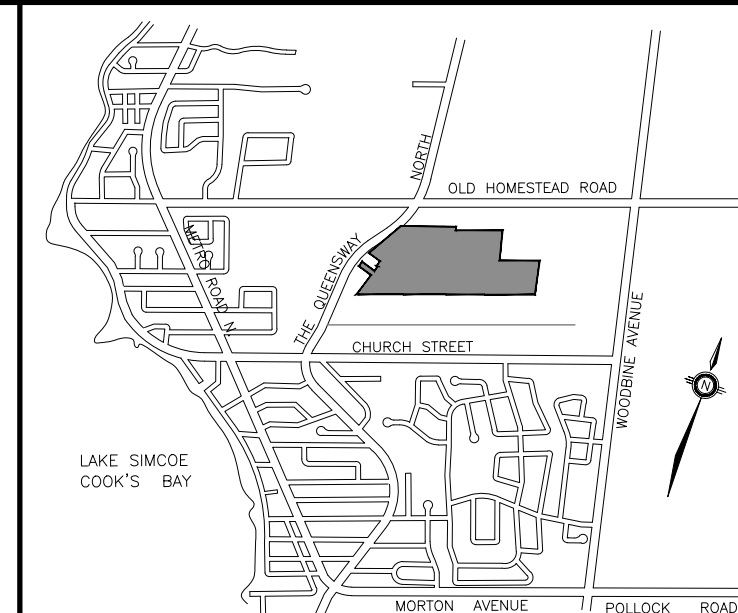
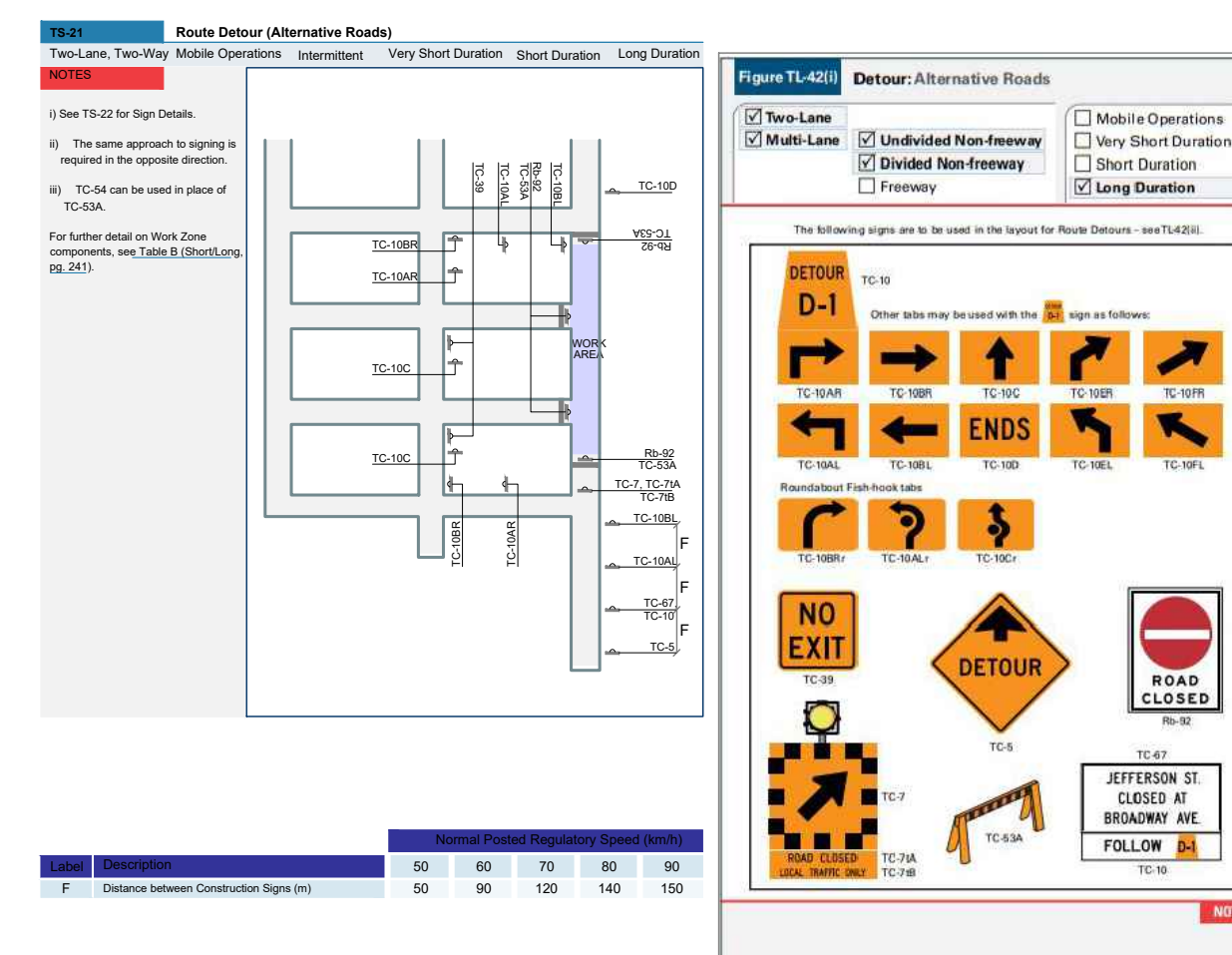
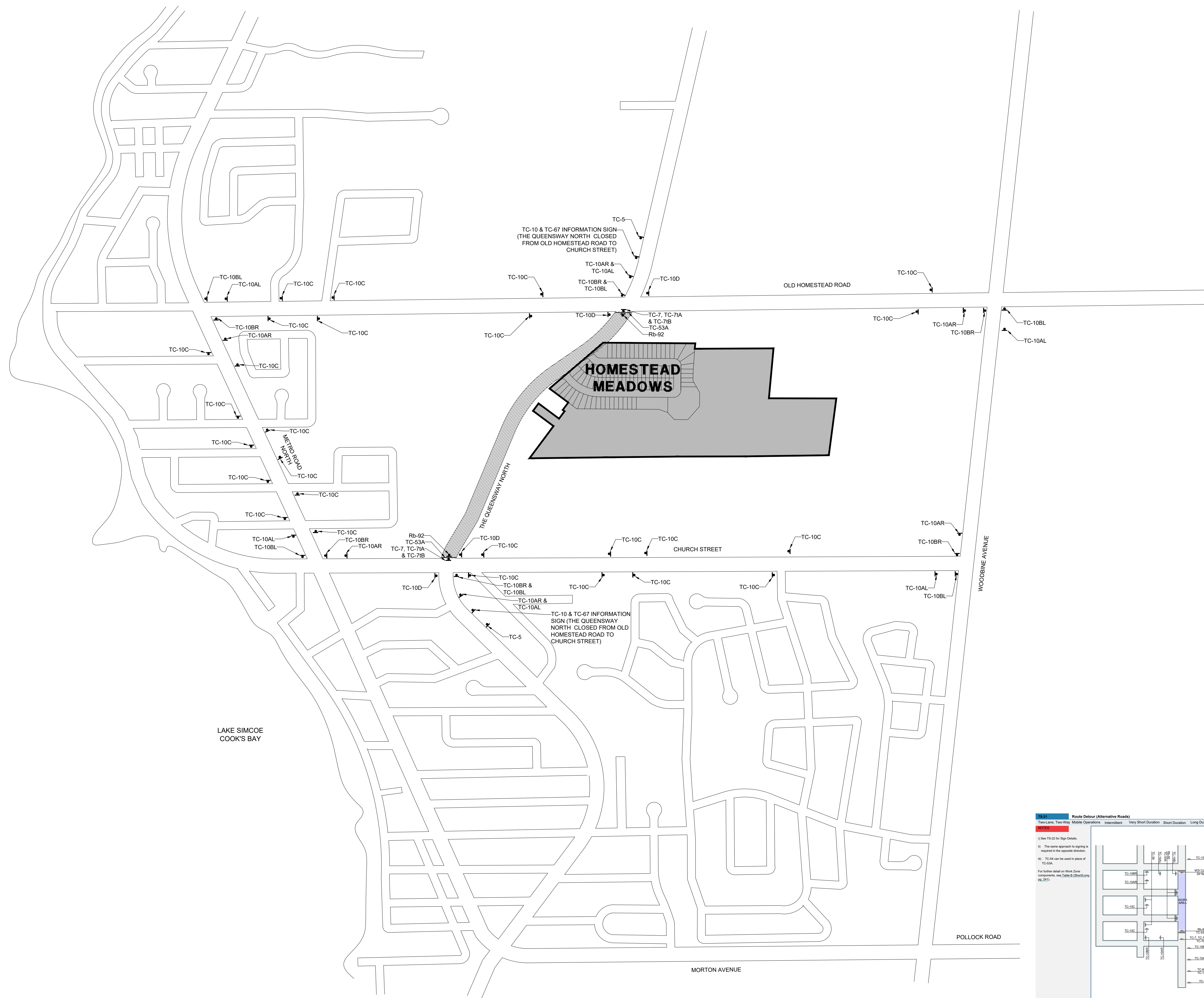
## **APPENDIX B**

### **SAMPLE DROP OFF LETTER**

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## **APPENDIX C**

### **ROAD CLOSURE PLAN**



## KEYMAP

NTS

LEGEND:



ORIGINAL Y SIGNED BY:

REVIEWED BY  
TOWN OF GEORGINA

DATE \_\_\_\_\_

DATE \_\_\_\_\_  
ENGINEERING MANAGER

## BENCHMARK:

ELEVATIONS SHOWN ARE RELATED TO GEODETIC DATUM AND ARE DERIVED FROM BENCHMARK No. 00II93IU497S HAVING A PUBLISHED ELEVATION OF 241.800 METRES.

NOTE:  
ALL DIMENSIONS AND ELEVATIONS IN METRES UNLESS  
NOTED OTHERWISE. ALL PIPE SIZES IN MILLIMETRES.

No.	REVISIONS TO DRAWING	BY	DATE	APPR

ALL PREVIOUS ISSUES OF THIS DRAWING ARE SUPERSEDED

CLIENT

BALLYMORE DEVELOPMENT  
(GEORGINA) CORP

MUNICIPALITY

TOWN OF GEORGINA  
REGION OF YORK

PROJECT TITLE

HOMESTEAD MEADOWS

SHEET TITLE	DETOUR PLAN
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DESIGNED	BLAS	DRAWN	JST	CHECKED	ARZ
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SCALE	1:5000	DATE	MARCH 2025
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PROJECT NUMBER	DWG. NUMBER
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NUMBER	DWG. NUMBER
21:436	812