

November 12, 2025

Lara Ferreira, P. Eng.
Project Manager
Science and Parliamentary Infrastructure Branch
Public Services and Procurement Canada / Government of Canada
300 Laurier Ave W, ON

Attention: Mr. Taylor
Lee Taylor
Bird Construction
400, 5700 Explorer Drive,
Mississauga, ON

Dear Lee Taylor:

**Re: Federal Transportation Safety and Technology Science (TSTS) Project
located in the NRC laboratory campus at 1191 Montreal Road.
Ward 13 - Rideau-Rockcliffe, Councillor Rawlson King
Conditional Commence Work Notification – Enabling Works Only**

Please be advised this commence work notification letter is a conditional commence work notification letter which is limited to the scope of the enabling works located on Legget Avenue, Hutcheon Avenue and Howlett Street. The servicing components related to the TSTS building are NOT included in this conditional commence work notification letter. A full CWNL will be issued after the fulfilment of the conditions 6 and 14 included in the Site Plan Approval Report.

4. Update to Plans and Studies

The Developer acknowledges and agrees, prior to issuance of a building permit or full Commence Work Notification, to update all plans and reports to address the comments from the formal review letter dated October 14, 2025, to the satisfaction of the General Manager, Planning, Development and Building Services Department. The Developer further acknowledges and agrees that the submission may necessitate changes to the plans and reports approved herein. If necessary, the Developer further acknowledges and agrees to provide all revised plans and reports to the General Manager, Planning, Development and Building Services Department prior to the issuance of a building permit or full Commence Work Notification.

12. Permanent Watermain Easement

Prior to the issuance of building permit or of a full Commence Work Notification, the Owner shall grant to the City, and enter into an easement acquisition agreement at the cost of \$1.00, a 6-metre wide, permanent, subsurface and surface easement, for the City-owned watermain within the federal lands. The easement shall cover the City-owned watermain alignment from Wanaki Road to Blair Road, as agreed upon in the signed Letter of Intent from the National Research Council (NRC), dated October 1, 2025, and referenced in the list of approved plans and reports. The Owner and City will equally share the responsibility and cost to provide a Reference Plan for easement registration, indicating the surface and subsurface easement, to the City Surveyor for review and approval prior to its deposit in the Land Registry Office. Such reference plan must be tied to the Horizontal Control Network in accordance with the municipal requirements and guidelines for referencing legal surveys. The maintenance responsibilities and emergency response procedures for both the City and the Owner will be further detailed in a Memo of Understanding for Duty and Care. The Owner acknowledges and agrees to provide an electronic copy of the Transfer and a copy of the deposited reference plan to the City Solicitor prior to registration of the easement. All costs shall be shared by the Owner and City.

Please be advised that the City of Ottawa has reviewed the engineering designs for the enabling works presently finds the submission to be satisfactory to permit the conditional commencement of work, limited to the enabling works. In addition, please review the following conditions for proceeding with the required works:

List of Approved Reports

1. **Phase I Environmental Site Assessment**, Project Number: OTT-00256217-J0, prepared by EXP Services, dated March 18, 2022.
2. **Phase II Environmental Site Assessment**, Project Number: OTT-00256217-J0, prepared by EXP Services, dated September 14, 2022.
3. **Soil and Groundwater Management Plan**, Project Number: OTT-00256217-J0, prepared by EXP Services, dated September 14, 2022.
4. **PSPC Confirmation of Acceptance - Phase I & II ESA and SGWMP Reports**, letter from PSPC, dated May 15, 2025.
5. **Geotechnical Investigation, Geotechnical Data Report (GDR)**, Project Number: OTT-00256217-J0, prepared by EXP Services, dated November 23, 2022.
6. **Geotechnical Investigation, Geotechnical Design Memorandum (GDM)**, Project Number: OTT-00256217-J0, prepared by EXP Services, dated November 23, 2022.
7. **Addendum to Geotechnical Design Memorandum (GDM), Grade Raise Analysis**, Project Number: OTT-00256217-J0, prepared by EXP Services, dated April 2, 2024.
8. **Watermain Relocation Analysis Report**, Project No: 2CA-WSP-21-13126-00, prepared by WSP, dated October 1, 2025.
9. **Relocation Report**, Project No: 221-13126-00, prepared by WSP, dated October 2, 2025

10. **Letter of Intent**, NRC's Intention to Establish an Easement Agreement and a Memorandum of Understanding on Duty of Care for Watermains, prepared by the NRC, dated October 1, 2025.

List of Approved Plans

1. **Notes and Details**, C-300, Project No: R. 107402, prepared by WSP, Revision 7, dated October 17, 2025.
2. **Removals Plan**, C-301, Project No: R. 107402, prepared by WSP, Revision 11, dated October 17, 2025.
3. **Utility Relocation Plan**, C-302, Project No: R. 107402, prepared by WSP, Revision 11, dated October 17, 2025.
4. **Erosion and Sediment Control Plan**, C-303, Project No: R. 107402, prepared by WSP, Revision 7, dated October 17, 2025.
5. **Plan and Profile 1 of 7**, C-001, Project No: R. 107402, prepared by WSP, Revision 8, dated October 17, 2025
6. **Plan and Profile 2 of 7**, C-002, Project No: R. 107402, prepared by WSP, Revision 8, dated October 17, 2025
7. **Plan and Profile 3 of 7**, C-003, Project No: R. 107402, prepared by WSP, Revision 8, dated October 17, 2025
8. **Plan and Profile 4 of 7**, C-004, Project No: R. 107402, prepared by WSP, Revision 8, dated October 17, 2025
9. **Plan and Profile 5 of 7**, C-005, Project No: R. 107402, prepared by WSP, Revision 8, dated October 17, 2025
10. **Plan and Profile 6 of 7**, C-006, Project No: R. 107402, prepared by WSP, Revision 8, dated October 1, 2025
11. **Plan and Profile 7 of 7**, C-007, Project No: R. 107402, prepared by WSP, Revision 8, dated October 17, 2025
12. **Details 1 of 2**, T-302, Project No: R. 107402, prepared by WSP, Revision 3, dated October 1, 2025
13. **Details 2 of 2**, T-303, Project No: R. 107402, prepared by WSP, Revision 3, dated October 1, 2025

Required Information Received

- Receipt of Form 1 - Record of Watermains Authorized as a Future Alteration, issued October 26, 2025.
- A cheque in the amount of \$39,726.05 for the engineering design review and inspection fee.
- In lieu of securities, we received an email from the Senior Director of PSPC, dated November 5, 2025, indicating:
 - TSTS is a federal project, and the Government of Canada is self insured. PSPC contractual arrangements provide contract security from the Construction Manager to Canada will be in effect. The payment of securities is not applicable to this project from a PSPC perspective.
- A Certificate of Insurance for a minimum of \$5,000,000. Policy number B0180CN25019000, brokered by American Global of Canada ULC, effective June 30, 2025.

Required Information for Permitting

- The owner shall make reference to the approved City of Ottawa plan number # 19313.
- A Water Permit will be required for the proposed water works associated with the proposed development. The owner shall pay the cost of materials supplied by the City of Ottawa estimated at \$ 27,000, exclusive of excavation, backfilling and reinstatement. The statement amount is adjustable upon the project's completion. The charges are in accordance with the Regulatory Code and are subject to revisions annually, effective April 1, 2014. Please contact the service desk at 613-580-2424 extension 22268, 951 Clyde Avenue. Please note that requests for connections greater than 5.5m in length must be made a minimum of seven (7) days in advance.
- The owner acknowledges and agrees that new sanitary sewers shall be restricted from discharging into the City's existing sanitary sewer system until such time as a Certificate of Conformance has been received from a professional engineer certifying that the sanitary sewer system has been installed in accordance with the City-approved engineering drawings and City Sewer Design Guidelines, and is free of any debris.
- The contractor shall make best efforts to ensure a 'tight' sanitary sewer system.

Please advise your engineer and contractor that they are permitted to commence the installation of the enabling works services. The contractor is also reminded that they are required to contact the Planning, Development and Building Services Department, Inspections Branch in order to organize a pre-construction meeting and to ensure all applicable permits have been received prior to commencement of the works. Please contact Matthew Wilson, Supervisor, Development Inspections, PDBS at 613-580-2424 ext. 33263, matthew.wilson@ottawa.ca.

Additionally, the contractor and/or your engineer are reminded that they are required to contact the Sewer Use Program in order to arrange the proper agreements or approvals to allow for the discharge of water from construction dewatering activities to the City's sanitary or storm sewer system. Please contact the Sewer Use Duty Officer at 613-2424 ext. 23326 and/or suppue@ottawa.ca.

If you have any questions, please contact me, by telephone, at 613-580-2424, extension 14048 or by e-mail, at Vincent.duquette@ottawa.ca.

Sincerely,



Vincent Duquette, P.Eng
Project Manager
Development Review All Wards

C.C.

- Krishon Walker, File Lead, Strategic Initiatives Department
- Allison Hamlin, Manager, Development Review All Wards
- Abdul Mottalib, Sr. Engineer, Development Review All Wards
- Matthew Wilson, Supervisor, Development Inspections, PDBS
- Neill Antonypillai, Administrative Clerk, Right of Way Branch
- Tina Carrier, Program Manager - Permit Approvals, Building Code Services and to PAB_DAP@ottawa.ca, (include Geotechnical Report and submissions, if applicable)
- WaterPermits@ottawa.ca
- water-booking@ottawa.ca
- Hasnaa Zaknoun, Manager, Wastewater Collection Branch, IWSD
- [Sewer Use Unit](#)
- [GeoInformation Centre](#)
- [Fire Routes](#)
- [Planning Circulations](#)
- Lara Ferreira, lara.ferreira@tpsgc-pwgsc.gc.ca
- Sophie Harvey, Sophie.Harvey@tpsgc-pwgsc.gc.ca
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- Matt Hudson, Matthew.Hudson@nrc-cnrc.gc.ca
- Victoria Teng, Victoria.Teng@wsp.com