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September 8, 2026

Ms. Kim Ramsay
Chief Administrative Officer
Municipality of the District of East Hants
Box 230, Suite 170 15 Commerce Court
Elmsdale NS B2S 3K5

Dear Ms. Ramsay:

RE: COST SHARE AGREEMENT 2026-010 ON THE PAVING OF SUBDIVISION (J CLASS) STREETS

The Department of Public Works expects to fund, subject to budget approval, the paving, repaving, and double chipping of Subdivision streets during the 2027-28 construction season.

Cost sharing, regardless of type of treatment (paving, repaving, or double chip), will be fifty per cent for eligible streets (50/50).

As per section 3.1 of the agreement, the Municipality must provide notice to the Province on or before October 31, 2026.

Attached, you will find a Road Submission List to be filled out electronically and returned to me electronically by October 31, 2026.

Examples of how to fill out the form are provided. Due to funding limitations, please limit your priorities to a maximum of **five** candidates **and please put these in order of priority**. If any of the columns are not filled in, the list will be rejected by the Province and you will be asked to re-submit.

The submitted streets will be reviewed to verify eligibility and to determine if the condition of the proposed streets meets the minimum criteria for paving, repaving, or double chip.

Please submit this information to **my attention via email** to ensure your list will be considered for the upcoming fiscal year.

Please consider your Municipality's fiscal funding limitations when preparing your list and limit the list to only the projects the Municipality intends to fund in fiscal 2027-28.

Sincerely,

Laura Cunningham

Laura Cunningham
Capital Program Administration Officer

c: Matt Clarke, Construction Manager, Central