



September 2017

## Backwater Valve Installation Subsidy Program

The Town of Lakeshore is offering a program to provide a financial subsidy to residents to install a sanitary backwater valve on the internal plumbing system in existing homes.

To express interest in applying, refer to the enclosed information.

## **Sanitary Backwater Valve Installation**

The Town of Lakeshore Council has approved implementing a Sanitary Backwater Valve Installation Subsidy Program for private homes in the municipality. The Town will offer a financial subsidy to residents to install a backwater valve device on the internal sanitary plumbing system in existing homes. The amount for the proposed subsidy will be determined at a later date.

***The maximum subsidy received by a resident shall not exceed the expenditure by the resident for the approved work.***

### **The Subsidy Program may NOT cover the following:**

- Replacement of an existing backwater valve
- Repair or upgrade of an existing backwater valve
- Installation of a backwater valve in a building for which a building permit was issued after December 13, 2011
- Work performed prior to September 1, 2016
- Work for which a permit cannot be obtained or was not obtained
- Work not performed by a licenced plumber
- Duplexes or multi-unit residential buildings

Disputes with respect to qualifying work will be resolved by the Director of Engineering and Infrastructure Services or their designate.

## **WHO IS ELIGIBLE FOR THIS PROGRAM?**

This program will be available to homeowners with single family homes or townhomes within the municipal boundaries of the Town of Lakeshore who do not have back taxes owing to the Town or other overdue payments to the Town.

## **WHAT IS THE APPLICATION PROCESS?**

### **1. APPLICATION**

Complete the Application of Interest Form (appended to this document). Forward the completed Application form to:

Town of Lakeshore  
Environmental Services Division  
419 Notre Dame Street,  
Belle River, Ontario N0R 1A0

Applications may be dropped off in person, mailed or emailed to [backwater@lakeshore.ca](mailto:backwater@lakeshore.ca). A deadline for applications has not been set. Applications will be stamped to determine order received. Applications will only be accepted at Town

Hall. Once a deadline has been determined, notifications will be placed on the Town's website and social media.

## 2. APPLICATION REVIEW

Your application will be screened initially to determine if:

- a. You reside in the Town of Lakeshore
- b. There are any amounts currently outstanding (i.e. tax arrears) to the Town of Lakeshore
- c. The building permit for the property was issued before December 13, 2011

Applications will only be received at the Lakeshore Town Hall, by mail, delivered in person or email to [backwater@lakeshore.ca](mailto:backwater@lakeshore.ca).

At this time no further determination regarding eligibility for the subsidy will be made.

## 3. CONTACT

Administration may contact you to obtain additional information for the purposes of evaluating the extent of interest in the program.

If the initial screening of your expression of interest indicates that you may not be eligible, you will be contacted.

## 4. FUTURE PROCESS

Council will establish the details of the program after it has reviewed the results of this application process. At that time a detailed process of establishing eligibility for a subsidy will begin.

Applications will be stamped or otherwise marked to record when they were received in order to establish an order of priority for consideration once Council determines the details and funding level. At that time homeowners who have submitted an expression of interest and where the initial screening described above indicates they are eligible will be contacted and be evaluated in more detail for eligibility. The order in which these homeowners will be contacted will be the order in which the expression of interest was received.

The actual program that will be adopted by Council will be determined at a later date.



## Application of Interest Form

Sanitary Backwater Valve Subsidy Program Expression of Interest.

Homeowner's Name: \_\_\_\_\_ (Print)

Homeowner's Address: \_\_\_\_\_ (Print)

Address where work will be performed:

\_\_\_\_\_

Telephone #'s: Home: \_\_\_\_\_ Work: \_\_\_\_\_

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Was the home built after December 13, 2011? Yes  or No

Has a backwater valve been installed since September 1, 2016? Yes  or No

Are your taxes current? Yes  or  No

If you answered 'No' to the previous question, are you on a payment plan with the Town to become current? Yes  or No

Please Note: Being enrolled in a payment plan will satisfy the requirement of being current on your taxes under the Sanitary Backwater Valve Subsidy Program. If your taxes are not current and you are not enrolled in a payment plan, please contact the Town at 519-728-2700 to arrange a payment plan.

I have read the guidelines and understand this is an Expression of Interest which does not obligate me the undersigned or the Town of Lakeshore in the Sanitary Backwater Valve Subsidy program.

Signature: \_\_\_\_\_

## Appendix A

Proposed Backwater Valve Subsidy Program details presented to Council.

- The subsidy will be granted for the installation of backwater valves on the sanitary lateral for an eligible building.
- Eligible buildings are single family homes or townhouses with sanitary laterals. Duplexes and multi-unit residential buildings are not be eligible.
- Repair of existing backwater valves may not be eligible.
- A property owner who is in arrears of property tax or any other Municipal financial obligation is not eligible to participate in a program approved by Council. Outstanding work orders, and/or orders or requests to comply would have to be satisfactorily addressed prior to subsidy approval.
- A Building Department inspector will notify an applicant to determine the eligible work under the program and approve it.
- The homeowner will submit at least two written quotes to the Town for carrying out the work. The subsidy would be paid on the basis of the lowest quote.
- The works would have to be in accordance with the requirements of the Ontario Building Code and the Town's building and plumbing requirements.
- A Plumbing Permit (cost \$94) would have to be obtained from the Town within 60 days of the approval by the Building Department inspector.
- The works would have to be carried out by a contractor or licenced plumber and certified by a licenced plumber if done by a contractor.
- Work completed by the homeowner would not be eligible for the subsidy.
- A Building Department inspector would inspect and confirm compliance with the Permit.
- The subsidy would be paid after the final inspection by the Building Department Inspector.
- The program may be determined to be on a first-come/first-served basis. The subsidy may be subject to an overall annual budget limit to be determined by Council. Once the number of applications approved equals that budget limit, no further subsidy applications would be accepted.
- Homeowners who have had a backwater valve installed between now and when Council approves the program would be subject to all of the conditions above and in particular would be required to provide documented proof of the cost incurred, that a Plumbing Permit has been obtained and that a final inspection had occurred.
- All of the owners of the property will be required to sign a waiver that indemnifies the Town against any liability for damages that arise as a consequence of the installation.