



February 27, 2017

## Backwater Valve Installation Subsidy Program

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

The initial step in the development of the subsidy program is to determine the extent of interest on the part of homeowners in order for Council to decide on a level of funding for the program.

For further information about this program and how 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 proposed subsidy will offer up to 80 % of the installation cost, to a \$750 maximum.

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

### **The Subsidy Program will 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
- 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). All applications must be received by 4:00 pm June 30, 2017 and will be stamped to determine priority. Applications will only be accepted at Town Hall.

## 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 be accepted until 4:00pm on Friday June 30, 2017. 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. Council will review the extent of interest in the program and establish the funding level. The program is anticipated to go to Council in July or August 2017.

## 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 details of the proposed program presented to Council are attached in Appendix A. The actual program that will be adopted by Council may differ from this outline.



## 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.
- The subsidy applies to existing buildings without backwater valves and built before 13 December, 2011 when the requirement for a backwater valve came into force. Buildings constructed after 13 December, 2011 or currently under construction are not be eligible.
- Repair of existing backwater valves are not be eligible.
- The subsidy would be 80% of the cost per eligible property.
- The maximum subsidy amount is \$750 per eligible property.
- The 80% amount and \$750 limit is inclusive of all taxes on the installation cost.
- 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 \$92) 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 would be on a first-come/first-served basis. The subsidy would 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 September 1, 2016 and the date that 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.