

## By-law 2018-34

### **A By-law of the City of Greater Sudbury to Adopt a Residential Inflow and Infiltration Subsidy Program**

**Whereas** Council for the City of Greater Sudbury by By-law 2014-142 adopted a preventive plumbing subsidy policy, updating the policy previously adopted under By-law 2010-185;

**And Whereas** Council for the City of Greater Sudbury has determined that it is in order to rename and broaden the application of the program and the level of assistance to provide improved protection for homeowners while decreasing the volume of storm water entering the sanitary sewer infrastructure and thereby reducing the negative impacts of inflow and infiltration on the City's wastewater infrastructure and ultimately offering further protection to the local natural environment;

**Now therefore, Council of the City of Greater Sudbury hereby enacts as follows:**

#### Adoption

1. The Residential Inflow and Infiltration Subsidy Program attached hereto as Schedule "A" is hereby adopted.

#### Repeal

2.-(1) By-law 2014-142 and any amendments thereto are hereby repealed

(2) The repeal of By-law 2014-142 does not:

(a) affect the previous operation of the by-law so repealed; or

(b) affect any right, privilege, obligation or liability acquired, accrued, accruing, or incurred under the by-law so repealed.

(3) Any application submitted under By-law 2014-142 and not fully processed as of the repeal of By-law 2014-142 shall continue to be processed as if By-law 2014-142 had not been repealed.

Effective Date

3. This By-law shall come into force and take effect immediately upon final passage.

**Read and Passed in Open Council this 13<sup>th</sup> day of February, 2018.**

  
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Mayor

  
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Clerk

**Schedule "A"**  
**to By-law 2018-34 of the City of Greater Sudbury**

**Objectives of the Program**

1. The objective of the Residential Inflow and Infiltration Subsidy Program ("RIISP") is to provide financial assistance to property owners that have experienced or could potentially experience flooding of their residential basements as a result of sewer system backups during times of heavy precipitation. The financial assistance will take the form of a subsidy to partially reimburse property owners who incurred costs associated with one or more of the approved plumbing solutions covered by the RIISP. The approved plumbing solutions include opportunities to bring the home owner into regulatory compliance; to help minimize the potential for the municipal sewer from backing up into the residence; to help direct roof water away from the house foundation, or to protect the basement from flooding, as may be required in individual situations.

**What is Inflow & Infiltration**

2.(1) Inflow is stormwater that enters the sanitary sewer system through direct sources such as eavestrough downspouts, weeping tiles and sump pumps. Infiltration is groundwater that seeps into the sanitary sewer system through holes and cracks in manholes, laterals and sewer pipes.

(2) The installation of plumbing devices and additional available measures will help prevent flooding or sewer backups in homes. The Residential Inflow & Infiltration Subsidy Program offers a number of solutions to Greater Sudbury home owners who are connected to the Greater Sudbury sanitary sewer system by subsidizing the installation or purchase of:

- a) backwater valves;
- b) sump pumps and pits;
- c) rain barrels;
- d) eavestrough extenders; and
- e) sanitary sewer lateral lining

**Definitions**

3. The role of the plumbing devices referred to in this policy is explained below.

**"Backwater Valve"**: A backwater valve is a device which when installed on the private sanitary sewer connection, either inside or outside a residential home, will help prevent a sanitary sewer backup. A backwater valve will close when there is a sewer back flow towards a private property. The closed valve halts any sewage from entering the private property. However, when a backwater valve is in a closed position, the use of the household water within the residential

home needs to be restricted, as water cannot escape the house through a closed valve. Use of the water in the residential home during a closed backwater valve scenario may result in basement flooding.

A backwater valve must also be maintained by the property owner at his or her expense. Proper maintenance of the backwater valve, as per manufacturers' recommendation, will help ensure the backwater valve works efficiently.

**“Sump Pump”:** A sump pump serves to manage the ground/storm water normally collected by footing weeping tiles. The sump pump discharges the ground/storm water out to the environment and is only acceptable if the lot grading has a positive slope away from the residential house and does not have a negative impact on neighbouring properties. Without proper grading, the installation of a sump pump may actually increase the risk of property flooding.

**“Rain Barrel”:** A rain barrel is a device which is available for home owners who have external downspouts and want to store rainwater to help water plants, wash a car, and help prevent storm water runoff into the weeping tiles of their home. Rainwater can be diverted away from the foundation of the home and into the natural environment through the rain barrel extended release hose.

**“Eavestrough Extenders”:** Downspouts collect roof water and discharge the storm water away from the foundation of the home. The re-direction of the roof water helps protect from basement flooding. In many instances, home owners find that the downspouts or eavestroughs have been removed or damaged over time. The result is eavestroughs discharge directly against the foundation wall of the home. By installing eavestrough extenders, the roof water is directed away from the foundation, approximately 1.6 metres, where the storm water will not negatively affect the homeowner's foundation and will at the same time help recharge the natural environment.

**“Lateral Lining”:** Sanitary sewer lines that connect the private residential home to the City sanitary sewer are called lateral lines. As homes grow older the sanitary lateral service line, which is buried approximately 1.8 metres below the surface, can heave, crack, sag, and collapse in some instances. This type of action, along with debris and tree roots in the lateral line, can cause blockages and a sewer backup. Excavation to replace a sanitary sewer lateral line can be very costly. New advancements in trenchless technology now offers a variety of polymer based applications which can repair the damaged lateral line without excavation costs.

### **Will the Residential Inflow & Infiltration Subsidy Program Help?**

4.(1) The residential home owner should consult qualified professionals such as licensed plumbers or qualified licensed contractors to determine the best way to address any potential problems with flooding or sewer backups. There is never just one single solution to this problem. The availability of a subsidy for certain types of preventative flooding methods is not intended to be a representation to the home owner that one or more of these methods will resolve their particular issues or a representation that one or more will prevent all flooding or

sewer backups The home owner is advised to consult with a licensed plumber or contractor in order to make informed choices as to how best to address their individual situations.

(2) An on site inspection conducted by a licensed plumber or qualified licensed contractor will assist the home owner to understand the issues and possible solutions. The home owner may want to include in this or her discussion with the plumber or contractor chosen, such questions as:

- a) whether it is appropriate to isolate their weeping tile system from the City sanitary sewer system;
- b) whether the installation of preventative measures will assist in controlling flooding in their particular circumstances; and
- c) if preventative measures are desirable, which methods will best prevent flooding in their circumstances.
- d) does the lot grading around the home have a positive slope (away from the house) – if not, a sump pump is unlikely to be an effective solution and may cause flooding; and
- e) can discharged sump pump water be directed in such a way that it will not adversely affect neighbouring properties – if not, a sump pump is unlikely to be an effective solution and may cause flooding to a neighbouring home.

### **Eligibility Requirements**

5.(1) An application for the Residential Inflow and Infiltration Subsidy Program will be accepted if the application meets all of the following eligibility requirements:

- a) applicants must, at the time of the application and payment of any subsidy, be the current owner(s) of the residential property for which the application is submitted. All owners must apply.
- b) the property to which the application applies must be within the geographical limits of the City of Greater Sudbury
- c) the property taxes for the property to which the application applies must be in good standing;
- d) the property which is the subject of the application must be currently connected to the City of Greater Sudbury sanitary sewer system;
- e) the application must relate to one of the approved RIISP solutions;
- f) the eavestrough downspouts and sump pump on any building on the property which is the subject of the application must be properly disconnected from the City sanitary sewer system. This is not required if the City's General Manager is satisfied that such a disconnection is not feasible in the circumstances, based on

the opinion of a licensed plumber. It is the responsibility of the applicant to obtain such an opinion, at their own costs and submit it as part of their application;

g) where the application relates to a backwater valve:

- the backwater valve being installed must be a brand approved by the Ontario Building Code i.e. MAINLINE or Inflo Trolix;
- the installation must be completed in accordance with the Ontario Building Code Section 7.4.6.4 for a single family dwelling unit only and reference with the CAN/CSA B181.1-M90 Standard and to the satisfaction of the Chief Building Official;
- all storm water pipes, drainage service connections, drainage water pipes, drainage sump pump discharge laterals, foundation drains, storm water leaders or eavestrough downspouts shall not be connected to the sanitary sewer; and

*NOTE: the City of Greater Sudbury will require as part of the building permit application process, a schematic of the existing building drains and the proposed location of the backwater valve and an inspection prior to the backfilling. Should it be determined that the existing weeping tile system is NOT connected to the sanitary sewer system, a letter explaining the non-connection in detail will be required from a licensed plumber/contractor.*

- the backwater valve must be installed in such a manner that it is easily accessible for inspection and maintenance by the owner at his/her expense.

h) the application relates to first time installations only, not for replacement of existing preventative devices; and

i) applications for the subsidy will only be accepted within one year of the installation of the protection device

(2) All applications will be received and reviewed on a first come first serve basis. Property owners who have already installed protective devices and paid for said installation are eligible to receive the subsidy as long as the devices are approved by the City and all required information is made available upon request.

### **Maximum Subsidy**

6.(1) The subsidy under this or any previous policy is provided one time only for each eligible preventative device and is subject to available funding on a first-come, first-served basis. The subsidy is provided one time only for each eligible installation device, per property, and on a no-fault basis. A residential property owner may apply through the RIISP for subsidy for one or more of the following:

- an approved backwater valve; or
- a sump pump and sump pit; or

- a rain barrel(s); or
- an eavestrough extender(s); or
- a sanitary sewer lateral liner; or
- a combination of any of the above.

(2) The maximum amount of the subsidy payable with respect to each type of preventative device is established by Council from time to time and up to a maximum amount available for the year. The maximum amounts for the 2018 and 2019 calendar years are outlined below.

Type of Preventative Device	Subsidy % of costs	Maximum Subsidy Amount
Backwater Valve	75%	\$1500
Sump Pit / Pump	75%	\$1875
Eavestrough Extender (max of 4 per property)	100%	\$10 per extender
Rain Barrel (max of 2 per property)	50%	\$60 per barrel
Lateral Lining	50%	\$1100

### Application

7.(1) The General Manager of Growth and Infrastructure may from time to time, establish the form of application for the subsidy which is to be submitted by an applicant. A subsidy application will not be processed unless the application is fully completed, signed by the applicant, and all necessary supporting documentation provided. An applicant shall provide in support of the application:

- “proof of property ownership” such as a copy of the registered deed or transfer of land or City tax bill confirming the applicant as the registered owner of the property;
- consent for the City of Greater Sudbury representatives to conduct inspections and investigations on the owner’s property; and
- such further documentation as may be reasonably requested by the General Manager of Growth and Infrastructure Services.

NOTE: *All properties must be inspected by a Water/Wastewater Environmental Compliance Officer before the application is eligible for the subsidy.*

### Process Summary

8. The following is a “step by step” process to complete the RIISP application form:

### Step 1 – Eligibility

Prior to submitting an application, the applicant property owner should ensure that the property in question qualifies for the subsidy program. Refer to section 5 as a reminder on eligibility guidelines. If you have any questions regarding eligibility for the program, please contact the City of Greater Sudbury at 705-674-4455 ext 3600.

### Step 2 – Review the Preventative Measurement Requirements

Consult with a plumber/contractor licensed by the City of Greater Sudbury, to determine the appropriate protective measures to best resolve the potential flooding problems for the property, considering the factors outlined in section 4. If the proposed solution falls into one of the categories available through the program, the property owner may qualify for the subsidy.

### Step 3 – Submit the RIISP Application

The owner(s) of the property shall apply for the Residential Inflow & Infiltration Subsidy Program, using the prescribed form, and submitting the necessary documentation. The application can be dropped off either in person at a Greater Sudbury Citizen Service Centre, or mailed to the following address:

Residential Inflow & Infiltration Subsidy Program  
City of Greater Sudbury  
Water/Wastewater Services  
200 Brady Street, Sudbury, ON P3A 5P3

OR can be e-mailed to the City at the address below:

[sewerusebylaw@greatersudbury.ca](mailto:sewerusebylaw@greatersudbury.ca)

Applicants who submit an application that does not meet the subsidy eligibility guidelines or is incomplete will be contacted by the City to discuss the particular issues.

### Step 4 - City Inspection

The City of Greater Sudbury will review the property owner's application to ensure that the eligibility guidelines have been met and the application is complete.

The City of Greater Sudbury will arrange to conduct a site visit. The site visit by a representative of Greater Sudbury's Water/Wastewater Services is mandatory. There is no charge to the property owner for this inspection.



## Step 5 – Consult /Secure Quotes

The applicant must complete the following:

- a) The property owner must obtain at least two quotes from a licensed plumber/contractor, where the application pertains to the purchase and installation of a backwater valve, sump pit/pump, and/or the installation of the lining for the sewer lateral service. The property owner will be permitted to hire the contractor of their choice but the municipal subsidy will be based on the lowest quote.
- b) The property owner must be given permission to purchase and install rain barrel devices for their property by the City. The property owner will be permitted to choose the rain barrel style of their choice and determine how they must be permanently attached to the residential building. The municipal subsidy will be based on the allowed maximum subsidy amount provided.
- c) The property owner must be given permission to purchase and install eavestrough extender devices for their property by the City. The property owner will be permitted to choose the eavestrough extender of their choice but the eavestrough extenders must be permanently attached to the residential building. The municipal subsidy will be based on the allowed maximum subsidy amount provided.

**NOTE:** *In the case of the lateral lining project, a video for both pre and post installation will be required in order to be eligible for the subsidy.*

## Step 6 – Submit Quotes to City

Backwater Valves / sump pumps / lateral lining

- a) In applications related to backwater valve, sump pit/pump or installation of lining of sewer lateral services, applicants are required to submit the quotes from licensed plumbers / contractors to the City for review. If the City determines the application is eligible for the subsidy, the applicant homeowners will be sent a letter acknowledging the subsidy amount allocated to their approved property project. Note that the subsidy approval is valid only for six (6) months. If the work is not completed within the time line, the allotted subsidy amount for the applicant may expire.

Rain Barrels / eavestrough extenders

- b) In applications related to rain barrels and eavestrough extenders applicants are required to obtain pricing for any of these protective devices, but the property owner has the choice to purchase and install these item(s) themselves. Note that the subsidy approval is valid only for six (6) months. If the work is not completed within the time line, the allotted subsidy amount for the applicant may expire.

**NOTE:** *If a Condominium Corporation submits applications on behalf of more than one homeowner then the Residential Inflow & Infiltration Subsidy will be processed under one application only and administered by the condominium and a letter of*

*authorization from each homeowner represented by the condominium must be attached to the application*

#### Step 7 – Protective Devices Installed with Required Permits

The property owner will arrange for a licensed plumber/contractor to install the protective devices, in accordance with the guidelines in section 5. The property owner needs to obtain a building/plumbing permit and connection permit for the proposed work if the project involves the installation of a backwater valve, sump pit/pump and sewer lateral lining. Rain barrels and eavestrough extender installations will not require a building permit.

#### Step 8 – City Official Permit Inspection

Once the installation of the prevention devices has been completed, the property owner will arrange for the necessary final inspection from the Building Services department for those devices which require a permit. This will confirm that all installations are in compliance with the Building Code and any City connection permits issued. Rain barrels and eavestrough extenders will be inspected by a City official from the Water/Wastewater Services office. Successful inspection by the City Official is mandatory to receive with the subsidy.

#### Step 9 – Payment of the Plumber / Contractor

The property owner must pay the plumber/contractor for the installation of the approved devices, making sure to retain original and copies of all invoices as proof of payment. Rain barrel and eavestrough extender purchases must have the original receipt for their purchase.

#### Step 10 - City Review for Payment

Applicants must submit their paid invoices (original invoices) to the City for review. Before submitting, carefully review the required documentation requested.

The City of Greater Sudbury will issue a cheque for the approved subsidy amount to the property owner(s) once the file has been reviewed and approved. Supporting documents / receipts for rain barrels and/or eavestrough extenders will be held for ninety (90) days before the subsidy will be provided.