



# Basement Flooding Protection Subsidy Program

The Town of Amherstburg is offering a financial subsidy to:

- disconnect foundation drains that are connected to the sanitary sewer;
- install a backwater valve on the internal plumbing system in existing homes; and,
- install a sump pump overflow to discharge outside to surface (applies to existing sump pumps only).

For further information about this program and how to apply, refer to the enclosed information.

The Town of Amherstburg makes improvements annually to the complex system of underground pipes, sewers and catch basins. However, these improvements alone cannot completely reduce the infiltration of storm water into the sanitary sewer system. With increasingly frequent and severe weather events related to climate change, it is essential that residents take appropriate action to reduce infiltration of storm water into the sanitary sewer system on their own property.

## **WHAT IS THE PROGRAM?**

### **Downspout Disconnection**

The Town of Amherstburg is offering a downspout disconnection service to residents on the Amherstburg wastewater collection system free of charge.

### **Foundation Drain Disconnection**

The Town of Amherstburg is offering a financial subsidy to residents on the Amherstburg wastewater collection system to disconnect foundation drains from the sanitary sewer, up to 50% of cost, \$1000 maximum.

### **Backwater Valve Installation**

The Town of Amherstburg is offering a financial subsidy to residents on the Amherstburg wastewater collection system to install a backwater valve device on the internal plumbing system in existing homes, up to 100% of cost, \$1000 maximum.

### **Sump Pump Overflow**

The Town of Amherstburg is offering a financial subsidy to residents on the Amherstburg wastewater collection system to install a sump pump overflow to discharge outside to surface (applies to existing sump pumps only), up to 100% of cost, \$300 maximum.

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

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

- Replacement of existing sump pump
- Upgrade of existing sump pump
- Addition of another sump pump
- Installation of a sump pump when foundation drains are already separated from the floor drain (sanitary sewer).
- Work performed prior to August 28, 2017 or for which a permit cannot be obtained.

Disputes with respect to qualifying work will be resolved by the Director of Engineering & Public Works or their designate.

## WHO IS ELIGIBLE FOR THIS PROGRAM?

This program is available to homeowners within the municipal boundaries of the Town of Amherstburg or on the Amherstburg wastewater collection system who do not have back taxes owing to the Town or overdue payments.

## WHAT IS THE APPLICATION PROCESS?

**This application process applies to all aspects of the program with the exception of the downspout disconnection service. To qualify for the free of charge downspout disconnection service simply phone the Public Works department at 519-736-3664.**

### 1. APPLICATION

Complete sections 'A', 'B' and 'C' on the Application form (appended to this document).

Forward the completed Application form to:

Corporation of the Town of Amherstburg  
Basement Flooding Protection Subsidy Program  
Engineering & Public Works Department  
512 Sandwich St. South  
Amherstburg, ON N9V 3R2

### 2. APPLICATION REVIEW

Your application will be screened initially to determine if:

- a. You reside in the Town of Amherstburg or are on the Amherstburg wastewater collection system.
- b. There are any amounts currently outstanding (i.e. tax arrears) to the Town of Amherstburg.

### 3. CONTACT / SITE VISIT

Provided the aforementioned conditions 1 and 2 are met, you will be directed to contact a Building Inspector to determine the eligible work for subsidy under this program. Should there be qualifying works that the homeowner will be undertaking then a site visit may be required at that time

### 4. CONTRACTOR QUOTE

Once the signed Waiver is received by the Building Inspector, you can then proceed to obtain at least one quote to perform the eligible work. You may select the quote you are satisfied with; however, the Town will use the lower of the two quotes for calculation of your eligible subsidy amount. The contractor must use material and fittings that are approved by the Ontario Building Code and Canadian Standards Association (CSA). A

building/plumbing permit must be obtained within 60 days of receiving Building Inspector approval to proceed with eligible work under the program. The building/plumbing permit and an approved final inspection must be obtained for all approved eligible work.

**Please note:**

- Subsidies for eligible work are subject to available funding and provided on a first-come, first-served basis.
- Subsidies are provided one time only for each eligible installation, per property, and on a no-fault basis.
- The subsidy is available only to existing homes, not homes in the planning stages or currently under construction.
- The property must have its downspouts already properly disconnected (or the owner agrees to have them disconnected as part of this subsidy program) from the Town's storm sewer system, where possible, in order to qualify for a Foundation Drain or Backwater Valve Subsidy.

5. HAVE THE WORK PERFORMED

(It is recommended that you do not pay the contractor in full until the building permit has been finalized.)

6. RECEIVING THE SUBSIDY

Following the completion of the work, remit the information detailed below in order that the paperwork can be processed and a cheque can be issued for the eligible subsidy amount:

- Invoices that show a cost breakdown of all charges, with the total amount paid clearly marked as "**Paid in Full**" to be submitted to the Engineering & Public Works Dept., 512 Sandwich St. South, Amherstburg, ON, N9V 3R2 or emailed to [pwd@amherstburg.ca](mailto:pwd@amherstburg.ca).
- Supporting documentation must be received by the Town of Amherstburg within one year of the date of completion of the work as listed on your original invoice, unless there were insufficient funds to subsidize the work completed in the year applied for.



**Basement Flooding Protection Subsidy Program**

**The Corporation of the  
Town of Amherstburg**

**Applicant Information**

**Section A. Pre-Qualification**

Owner's Name:			Date:	
	<i>Last</i>	<i>First</i>		
Address:				
	<i>Street Address</i>	<i>Apartment/Unit #</i>		
	<i>City / Municipality</i>	<i>Province</i>	<i>Postal Code</i>	
Phone:	( )	E-mail Address:		
Date Available:		Preferred Inspection Time (M-F 8:30 am to 4:30 pm)		
Are your taxes current?	YES <input type="checkbox"/>	NO <input type="checkbox"/>		
If you answered 'No' to above, are you on a payment plan with the Town to become current?			YES <input type="checkbox"/>	NO <input type="checkbox"/>

**Please Note:**

If your taxes are not current and you are not enrolled in a payment plan, please contact us to arrange a payment plan.

Town of Amherstburg  
Corporate Services Department  
271 Sandwich Street South  
Amherstburg, ON N9V2A5  
Tel: 519-736-0012  
Fax: 519-736-5403

**Section B. Proposed Eligible Works**

**Maximum Eligible Subsidy Limit is \$2,300 per Home/Unit**

- Foundation Drain Disconnection – up to 50% of cost (\$1,000 maximum)
- Backwater Valve Installation – up to 100% of cost (\$1000 maximum)
- Sump Pump Overflow - up to 100% of cost (\$300 maximum)

  
  

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

Applicant Signature:		Date:	
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## Applicant Information

### Section C. Release – Acknowledgement of Responsibility and Liability Waiver

To be completed by all owners of the property.

**ATTENTION:**

**Signing this document is a pre-condition to participation in the Basement Flooding Prevention Subsidy Program. By signing this legal document you give up certain legal rights. Please read carefully.**

**You are entitled to obtain independent legal advice before signing.**

Property Address:		
	<i>Street Address</i>	<i>Apartment/Unit #</i>
	<i>City / Municipality</i>	<i>Province</i> <i>Postal Code</i>

In consideration for participation in the Basement Flooding Prevention Subsidy Program [the "Program"], I/we, an Applicant(s), understand, acknowledge, and agree that:

- a) I/we am/are the owner(s) of the property stated herein;
- b) **The Applicant(s) are fully and solely responsible for any and all work** as carried out through the Program, including but not limited to, the choice of eligible contractors, the selection and/or installation of materials, the work, improvements, and/or modifications conducted, and any and all other work procedures [collectively the "Work"], regardless of whether said Work was carried out as part of, or in association with, the Program;
- c) The Corporation of the Town of Amherstburg [the "Corporation"] **assumes no responsibility for the methods, workmanship, or any action or inaction, by the contractor**, which the Applicant(s) may find to be unacceptable;
- d) Any issues the Applicant(s) may have arising from the Work will be addressed by the Applicant(s) directly with the contractor, and **the Corporation is not responsible for doing so**;
- e) Should any of the Work be removed within 5 years of the completion date, the **total amount** of the subsidy provided through the program shall be **repaid by the Applicant(s)** to the Corporation;
- f) **The Corporation assumes no responsibility or liability for any loss, damage, injury, expense, or any other matter** that may arise, or that may be incurred, as a result of the Applicant(s)'s participation in Program, as a consequence of any cause, including the negligence of the contractor, the Corporation, an/or their employees and/or agents;
- g) Participation in the Program is **not a guarantee** by the Corporation that future flooding will not occur. The Town recommends the work outlined in the Program to reduce the probability of basement flooding;
- h) The Applicant(s) hereby release and hold harmless the Corporation, its employees and/or agents, from any and all Claims associated with participating in Program, including losses from future sewer backups resulting from the failure of any of the Work carried out under this Program, howsoever arising;
- i) The Applicant(s) are responsible to ensure that a building permit is obtained within 60 days of receiving Building Inspector approval to proceed with eligible work under the Program.

I/we understand and agree that I/we have been given the opportunity to seek independent legal advice prior to signing this document, and hereby accept full responsibility for complying with all of the terms set forth therein.

I/we agree that this document will be binding upon myself/ourselves, my/our heirs, next of kin, executors, administrators, and successors.

I/we hereby direct payment of the Program grant to be made to

**Applicant Information**

**Section C. Release – Acknowledgement of Responsibility and Liability Waiver**

**I HAVE READ THIS DOCUMENT CAREFULLY AND I ACKNOWLEDGE MY RESPONSIBILITIES AND THE EFFECT OF THIS LIABILITY WAIVER ON MY LEGAL RIGHT AND RESONSIBILITIES.**

SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Co-Applicant's Name (if applicable)

\_\_\_\_\_  
Co-Applicant's Signature (if applicable)

**Applicant Information****Contractor Quote Form 1**

Contractor's Business Name:			
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Contractor's Name:			Date:	
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*Last* *First*

Address:			
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*Street Address* *Apartment/Unit #*

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*City / Municipality* *Province* *Postal Code*

Phone: ( )	E-mail Address:	
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Request for Quote by:	
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**Address where Work is to be Completed:**

Address:		
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*Street Address* *Apartment/Unit #*

**DETAILED WORK QUOTE:**

Please list materials and labour separately (and attach other information as needed).

Total Cost (including tax): \_\_\_\_\_

Quote Good Until (must be valid for at least 90 days): \_\_\_\_\_

Number of Days Required to Complete Works: \_\_\_\_\_

Contractor's Signature: \_\_\_\_\_

**Note to Homeowner(s)**

Please forward this quote to: Corporation of the Town of Amherstburg  
Basement Flooding Prevention Subsidy Program  
Building Department, 3295 Meloche Road  
Amherstburg, Ontario, N9V 2Y9