



Protective Plumbing Program (S3P) Assessment Form - 2024

The Protective Plumbing Program

The City of Hamilton (City) offers a \$2000 maximum grant through the Protective Plumbing Program (S3P) to residential property owners. The S3P program is meant to assist property owners to help protect their residential property from basement flooding due to sewer surcharge during storm events primarily through the installation of backwater valves. The program is also aimed to promote the disconnection of downspouts, which can benefit property owners and lessen the impact on the combined and storm sewer systems. During sudden and heavy rainstorms, combined sewer systems are at risk of reaching capacity and becoming overwhelmed, which poses a risk to flooding basements and overflows into the environment with untreated stormwater and wastewater. Disconnecting downspouts and land applying rain water reduces the amount of stormwater in the sewer system which decreases the chance of an overflow event and basement flooding.

Do You Qualify?

- You own a single family residential home.
- Your home is connected to the City of Hamilton sewer system.
- You have NOT received a backwater valve grant for this property in the past.
- Your property taxes are up to date.
- Your home was built before January 1, 2012.
- You are not currently in the process of adding a secondary dwelling unit.

Pre-qualified Contractors

In order to ensure that the S3P work is being delivered by contractors who are qualified and pre-approved to perform the work, the City completed a competitive bid process to identify a list of 5 contractors who are qualified to perform this work on behalf of property owners.

The 3 mandatory requirements of the contractor are:

1. To have at least one (1) Licensed Master Plumber with a minimum of five (5) years of experience, and/or one (1) Licensed Master Drain Layer with a minimum of five (5) years of experience.
2. Prove that it had been operating for at least the past three (3) consecutive years.
3. Be licensed as a Plumbing or Drain Layer Contractor, in accordance with the City of Hamilton Trade License By-Law 07-170, Schedule 29.

The contractors were also required to confirm that they:

- a) Carry minimum Commercial General Liability insurance in the amount of \$2 million.
- b) Either have WSIB coverage in place or are WSIB exempt.
- c) Comply with all laws.
- d) Complete the Assessment form and provide it to the property owner who had engaged their services.



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Property Owner's Responsibilities

- The property owner is responsible for understanding the requirements of the S3P program and grant limits.
- Any contract for work is between the property owner and the contractor. There is no contract between a contractor and the City of Hamilton for the work at your property. Concerns/disputes shall be immediately brought to the attention of the contractor for resolution.
- The property owner will be responsible for maintenance of the backwater valve and downspout disconnections at their sole expense.
- The property owner shall be responsible for all costs incurred that are not eligible for reimbursement through the program.
- It remains the property owner's decision as to which contractor on the list they choose to perform work. Property owners who do not use contractors from the Pre-qualified Contractors List for this program work will only be eligible for \$500 for the installation of a Backwater Valve.
- Property owners are encouraged to ensure that the contractor they choose has appropriate WSIB coverage or exemption and Commercial General Liability insurance in place. Your insurance broker is a good source of information for determining the appropriate insurance coverage necessary and advising what written documentation should be provided to you to show that the contractors coverage is current.
- Any payment made for the program work will be made by the City to the property owner on the basis of the property owners' compliance with the S3P program guidelines. No payment shall be made directly to a contractor. The City will provide the property owner with a cheque within 4-6 weeks of the City receiving a complete S3P package.

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City of Hamilton Disclaimers

Program availability is subject to funding as determined by City of Hamilton Council and may be discontinued at any time without notice. The City's provision of grant monies under the program in no way constitutes an acceptance of any risk or responsibility for the works undertaken by a property owner for which they may seek reimbursement under the program.

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The City of Hamilton will not be held responsible for the work performed by any contractor (including contractors on the above pre-qualified list) hired by a property owner to perform work on the property owner's property for any reason whatsoever. It is the property owner's responsibility to ensure qualifying questions are answered accurately, that a proper assessment of the work is undertaken, that the contractor they hire to perform the work does so in a competent manner to industry standards and warrants its work to the property owner. The work eligible for Program grant monies shall in no way be construed to be part of the City of Hamilton's wastewater or stormwater system.

Notice of Collection of Personal Information

Notice of Collection of Personal Information under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA): Personal information provided by the property owner and/or Contractor including the submission of the Assessment Form or other information and documentation submitted is collected by the City of Hamilton in accordance with Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) under the authority of section 106(3) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, and section 28 of the Planning Act and will be used by the City of Hamilton as part of its administration and assessment of eligibility for grant monies under the Protective Plumbing Program. If there are any questions with respect to this Notice of Collection of Personal information, please contact the City at privacy@hamilton.ca.

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Is the Contractor identified as being on the City of Hamilton's Pre-qualified Contractor List? Yes No

Are there any downspouts currently connected to the property's sewer? Yes No

Will downspout disconnection take place at this property? Yes No

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Downspout disconnection is recommended by the City of Hamilton as Hamilton has a large Combined Sewer System. All downspout disconnections must be redirected so as to ensure that the discharge water does not create standing water, erosion, or other damage on the property or on an adjoining property, hazardous conditions in the winter or tripping hazards.

If no, an explanation is required below:

Has maintenance of the downspout disconnections been discussed with the property owner? Yes No

Based on the geographic location, is this home at an increased risk of a sewer backup? Yes No

Explain:

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What kind of backwater valve is being recommended for installation and why?

Mainline Backwater Valve - Internal Installation: _____

Adapt-a-Valve Backwater Valve - External Installation: _____
(Requires City Pre-Approval): _____

Adapt-a-Valve Backwater Valve - Internal Installation: _____

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Is there potential for ground water to enter the basement at the location where the backwater valve is installed? If yes, please explain why: Yes No

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Will the Mainline Backwater Valve Bladder Seal be installed at this location? Yes No

If no, please provide reason and alternate solution to seal excavation area.

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Protective Plumbing Program (S3P) Request for Payment - 2024

Customer Name: _____ Confirmation Number: _____

Property Address: _____ Mailing Address, if different from Property Address: _____

Customer Phone #: _____

Date Work Completed: _____ Contractor Name: _____

Date of City Inspection: _____ City Inspector Name: _____

Who Completed the Work? Contractor Property Owner

Required Items: For Backwater Valve (BWV) Installation

- Complete and signed assessment
- Digital copy of CCTV inspection
- Detailed invoice for work performed including HST
- Building permit with receipt
- Before and after photos for completed BWV installation and downspout disconnections
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Required Items: For Downspout Disconnection Only (When a BWV is not installed)

- Original detailed invoice for work performed including HST
- Before and after photos of completed downspout disconnections

Grant Work Completed

- Backwater Valve Installation
- Downspout Disconnection - How Many? _____
- Sump Pump & Pit Installation
- Unsuccessful CCTV Attempt

Total Cost of Work:

Maximum City grant amount \$2000 plus cost of Building Permit

I _____ (name of the property owner)
verify that the above information is accurate and complete.

I acknowledge that it is the property owner's responsibility to properly maintain the backwater valve and any downspout disconnections. I have read and understand all five (5) pages of the assessment form. I hereby request reimbursement for the above noted work according to the Protective Plumbing Program S3P Guidelines.

Signature: _____ Date: _____