

Contractor Guide

Supporting Homeowners with Basement Flooding Prevention Subsidy Program

Halton REGION

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About the Guide

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Contractors remain fully responsible for assessing site-specific conditions, determining appropriate methods, materials and equipment, obtaining all required permits and approvals, and completing all work in compliance with applicable laws, codes, bylaws, standards, and manufacturer requirements.

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Program Overview

Halton Region's Basement Flooding Prevention Subsidy Program ("the Subsidy Program") offers financial support to help homeowners complete eligible plumbing and drainage improvements that reduce the risk of basement flooding and limit the amount of groundwater and stormwater that enters the Region's wastewater system.

Eligible improvements under the Subsidy Program include weeping tile disconnections with sump pump installation, exterior storm drain disconnections, downspout disconnections, and wastewater lateral repairs, replacement, or lining. The program also subsidizes backwater valve installations to help reduce the risk of wastewater backups.

Homeowners may choose to hire a contractor to assess their drainage system and complete flood mitigation improvements. Contractors can assist by assessing site-specific conditions, recommending appropriate flood mitigation measures that are eligible under the Subsidy Program, completing the work, and providing the documentation needed to support the homeowner's subsidy application.

This guide outlines the subsidy requirements and documentation needed to support homeowner participation in the Subsidy Program.



Support Homeowners with Subsidy Eligible Work

Homeowners may choose to hire a contractor to complete a plumbing or drainage assessment or basement flooding mitigation improvements. The Subsidy Program supports specific types of work that help reduce the risk of basement flooding.

Plumbing or Drainage Assessment

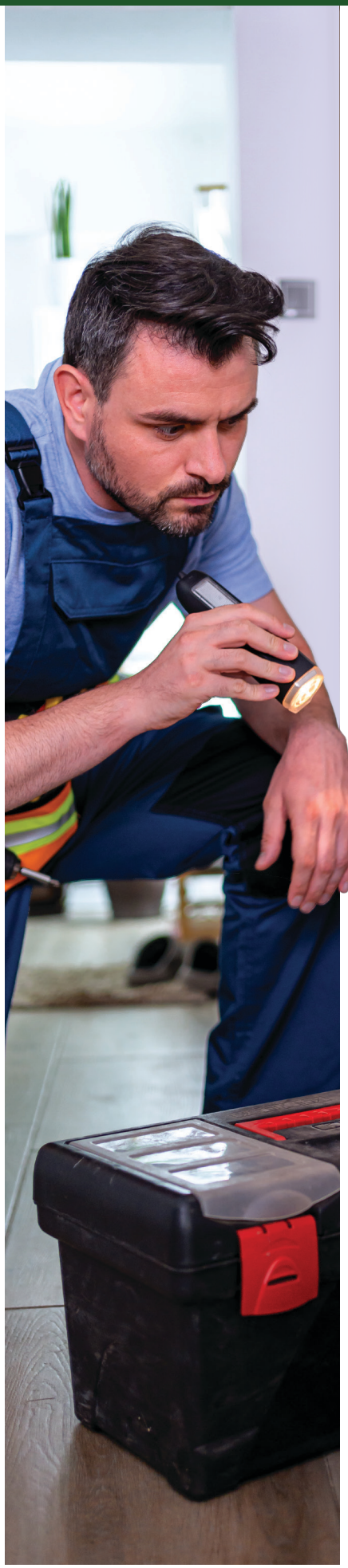
To help identify and plan flood mitigation work, and confirm eligibility, it is important for homeowners to understand how the home's drainage system functions. To support this, contractors may:

- Assist by reviewing a Household Drainage Survey (HHDS), where available, or
- Complete a plumbing or drainage assessment, where appropriately licensed or qualified.

Contractors should be able to provide documentation to support and confirm findings, including:

- Whether stormwater connections to the wastewater system (e.g., weeping tiles, exterior drains, downspouts) exist or not.
- Wastewater lateral location and general condition.
- Backwater valve, if present
- Sump pump and discharge, if present

Refer to Plumbing or Drainage Assessment Template on page 10.



Subsidy-Eligible Work Categories

The Subsidy Program supports specific types of work that help reduce the risk of basement flooding.

Weeping Tile Disconnection and Sump Pump Installation



Disconnecting weeping tiles from the wastewater system and installing a sump pump to discharge water safely away from the home.

- Eligible where weeping tiles are connected to the wastewater system.
- Systems must be appropriate for site conditions and discharge in accordance with municipal drainage by-laws.
- Water-powered backup sump pumps are **not eligible.**

Exterior Storm Drain Disconnection



Disconnecting and redirecting below-grade exterior storm drains (e.g., reverse driveways, stairwells, patios) away from the wastewater system.

- Eligible where these drains are connected to the wastewater system.
- Discharge must be directed to an appropriate surface location in compliance with the local municipal drainage by-laws.

Downspout Disconnection



Disconnects roof downspouts from the private wastewater lateral or the Region's wastewater system and redirects the water to ground surface at the ground surface.

- Eligible where a connection to the wastewater system is confirmed.
- Extensions should discharge away from the foundation (e.g., ~3 m) and onto grading that slopes away from the home to reduce infiltration risk and be in compliance with the local municipal drainage by-laws.



Wastewater Lateral Lining and Repair



Repairing or rehabilitating the private wastewater lateral to address defects such as cracks, sags, or root intrusion.

- Eligible where a defect is confirmed and repair is necessary to reduce backup risk.

Backwater Valve Installation



Installing a device that helps prevent wastewater backups from flowing backwards into the home during heavy rain. Backwater valves are not suitable for all homes.

- Exterior installations are **not eligible**.
- Stormwater sources (e.g., weeping tiles) must not be connected to the wastewater system for the valve to be eligible.
- Not all homes are suitable; effectiveness depends on site conditions.

Supporting Homeowners for their Subsidy Application

Once subsidy eligible work is complete, homeowners are responsible for submitting their application along with all required documentation.

Contractors can assist homeowners by helping them compile the information needed to demonstrate eligibility, including:

Confirmation of Existing Conditions

- Before photos, videos, or test results (e.g., dye testing or CCTV) showing pipe condition or stormwater connections to wastewater exist or do not exist
- Review of the household drainage survey or completion of the plumbing and drainage assessment

Completed Work

- Photos or videos confirming the completed work
- Supporting records that demonstrate the work aligns with program requirements

Permits and Inspections

- Ensuring homeowners are aware of any permits or inspections that may be required
- Records of permits and completed inspections, where applicable

Payment

- Itemized invoices/receipts clearly identifying eligible work and materials
- Payment details to support proof of full payment



Providing clear, organized documentation can help streamline the homeowner's application and reduce the likelihood of delays.

Table 1: Eligibility Requirements for the Subsidy Program

	Weeping Tile Disconnection & Sump Pump Installation	Exterior Drain Disconnection (Reverse Driveway and Below-grade Walkout)	Downspout Disconnection	Wastewater Lateral Lining and Repair	Backwater Valve Installation
Local Municipal Permit Required	✔ if new sump pump is installed	✔ if sump pump is installed Drainage engineering for gravity outlet	✘	✔	✔
Local Municipal Permit Obtained & Inspections Signed Off	✔	✔ if sump pump is installed, Drainage engineering for gravity outlet	✘	✔	✔
Itemized invoice (payment in full)	✔	✔	✔	✔	✔
Household drainage survey / plumbing assessment required	✔	✔	✘	✔	✔
Proof that work was required	✔ Proof of storm connections to wastewater with CCTV/dye test	✔ Proof of storm connections to wastewater with CCTV/dye test	✔ Proof of storm connections to wastewater with CCTV/dye test	✔ Proof of condition with CCTV	✔ Proof that any storm connections upstream were disconnected and take photos
Proof that work was completed	✔ Proof of disconnection with CCTV/photos	✔ Proof of disconnection with CCTV/photos	✔ Proof of surface discharge with photos	✔ Proof of repairs/ lining with CCTV	✔ Verify slope with ball test results and proof completed with photos

Plumbing or Drainage Assessment Template

A plumbing or drainage assessment is required to be completed by a licensed plumber or drainage contractor for those properties that are not eligible for a household drainage survey completed by the Region or its consultants.

The assessment is to confirm stormwater connections to the plumbing or wastewater system and the condition of the lateral. The assessment should include the following:

- All existing drainage connections (wastewater and storm).
- Location of all downspouts and indicate which will be disconnected.
- Location of floor drains inside the home.
- Identify the wastewater drain and storm drain (where applicable).
- Any shared connections with neighbouring properties.
- Confirmation if wastewater and storm drains are connected.
- Any cross-connections observed.
- Condition of wastewater lateral.
- Existing or proposed location of backwater valve.
- Location of any defects identified during inspection.
- Include a sketch or diagram showing these elements clearly.

