EXECUTIVE COMMITTEE
CONSOLIDATED AGENDA
(available also at www.citywindsor.ca)
Monday, September 25, 2017
6:00 o’clock p.m.
Council Chambers, 3rd Floor, Windsor City Hall
UPDATE: Monday, September 25, 2017 at 3:30 o’clock p.m.

Members:

Mayor Drew Dilkens
Ward 10 - Councillor Paul Borrelli
Ward 3 - Councillor Rino Bortolin
Ward 2 - Councillor John Elliott
Ward 1 - Councillor Fred Francis
Ward 6 - Councillor Jo-Anne Gignac
Ward 4 - Councillor Chris Holt
Ward 7 - Councillor Irek Kusmierczyk
Ward 8 - Councillor Bill Marra
Ward 9 - Councillor Hilary Payne
Ward 5 - Councillor Ed Sleiman
1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

3. ADOPTION OF THE MINUTES
3.1. Minutes of the Executive Committee meeting held May 29, 2017 (SCM 116/2017)

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

5. PRESENTATIONS AND DELEGATIONS
5.1. Stephen MacKenzie, CEO, WindsorEssex Economic Development Corp. to provide Mayor & Council with an update.
5.2. Mark Winterton, City Engineer to provide a brief overview of the “Basement Flooding Protection Subsidy Program” (attached)

6. BUSINESS ITEMS
6.2. Workforce Management Project Request for Additional Implementation Services - City Wide (S 172/2017)

7. COMMITTEE REPORTS

8. ADJOURNMENT
Subject: Basement Flooding Protection Subsidy Program (BFPSP) Presentation
Basement Flooding Protection Subsidy Program (BFPSP)

September 25, 2017
What is the BFPSP?

The BFPSP is a program to assist homeowners by way of a financial subsidy to install specific flood prevention devices.

The **maximum** amount of subsidy that is currently available to eligible residents is **$2,800** per home/unit and is broken out amongst several flood prevention devices.

This program is available to owners of residential property located in the City of Windsor.

The property must have its downspouts already properly disconnected (or the owner agrees to have them disconnected in the future) from the City sewer system, where possible.
How do I take advantage of this subsidy program? What is the process?

Diagram:

1. **Application**
   - **Standard Process** or **Fast Track**
2. **Standard Process**:
   - **Courtesy Inspection**
   - **Eligibility Determined**
   - **Obtain Building Permit & Complete Work**
   - **Subsidy Paid**
3. **Fast Track**:
   - **Qualified Contractor Documents Pre-Condition**
   - **Obtain Building Permit & Complete Work**
   - **Eligibility Determined (During Final Inspection of Building Permit)**
   - **Subsidy Paid**
Application

**Apply** for the program **online** at [www.citywindsor.ca/bfp](http://www.citywindsor.ca/bfp) by clicking on **Application Form**.

Paper copies of the application can be mailed or dropped off at the following address:

**Basement Flooding Protection Subsidy Program**
Engineering - Development, Projects and R.O.W.
350 City Hall Square West, Suite 302
Windsor, Ontario N9A 6S1
Fast Track Option

STEPS

1. Homeowner must submit a subsidy application to the City of Windsor. This can be done on-line at www.citywindsor.ca/bfp or by mail to:
   City of Windsor
   Engineering Department
   350 City Hall Square West Room 302
   Windsor, Ontario N9A 6S1
   If homeowner has already applied, proceed to step 2.

2. Home owner must have a licensed plumber complete the pre-conditions assessment form and ensure that the declaration on the form is executed by the plumber and home owner(s).

3. The licensed plumber must submit the pre-conditions assessment to the City of Windsor Building Department when applying for the Building/Plumbing Permit.
4. After the permit has been obtained, work can proceed.

5. The permit must pass final inspection by the Building Department. The final determination as to whether the work under inspection is eligible work under the Program occurs during the inspection process.

6. Home owner must submit the required documents to the City of Windsor Engineering Department for review and processing of the subsidy.

**NOTE:** Due to the fact that a final determination of eligibility of the work performed does not occur until after the City of Windsor Building Inspector has performed the final inspection on the Building/Plumbing Permit, there is some RISK to the property owner that they may not be entitled to receive a subsidy payment.
What’s covered?

- Install backwater valve(s) (licensed plumber required) - Up to 100 percent of cost, ($1,000 maximum)

- Install sump pump with sump pump overflow and disconnect foundation drains to floor drains - Up to 100 percent of cost, ($1,750 maximum)

- Install only sump pump overflow to discharge outside to surface (applies to existing sump pumps only) - Up to 100 percent of cost, ($300 maximum)

- Install backwater valve and sump pump with sump pump overflow - Up to 100 percent of cost, ($2,800 maximum)

- Disconnect foundation drains from floor drain and/or dye testing and camera work as required - Up to 100 percent of cost, ($400 maximum)

The Maximum Eligible Subsidy Limit is $2,800 per Home/Unit
What’s **not** covered?

- The replacement of an existing sump pump
- The upgrade of a sump pump
- The addition of another sump pump or back-up
- The installation of a sump pump when the foundation drains are already separated from the floor drain or sanitary sewer
- Work performed for which a permit cannot be obtained
- Supply and installation of electro-pneumatic backwater valve
For BFPSP requirements and more information visit www.citywindsor.ca and search “Basement Flooding Protection”