



THE REGIONAL MUNICIPALITY OF PEEL

TEMPORARY HYDRANT PERMIT APPLICATION  
TO TAKE WATER FROM A FIRE HYDRANT  
UNDER THE BACKFLOW PREVENTION BY-LAW 10-2017  
AND THE DRINKING WATER BY-LAW 6 -2017  
(as such By-laws may be amended from time to time)

NOTE: "THE REGION" means The Regional Municipality of Peel or its Designated Representative.

SECTION 1 – Permit Duration

Weather Permitting - Hydrant permits are valid from April 1<sup>st</sup> to October 1<sup>st</sup>

The applicant may request a hydrant permit extension. Additional conditions apply. For more information see Section 8 - Permit Extension.

SECTION 2 – Applicant Information

Name of Applicant (Please Print): \_\_\_\_\_

Street Address: \_\_\_\_\_ Unit/Suite: \_\_\_\_\_

Name of City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

Legal Registered Name of Business (if different from above): \_\_\_\_\_

Partnership: Yes  No  - if yes, list all partners: \_\_\_\_\_

Site Contact Name: \_\_\_\_\_

Business Phone Number: \_\_\_\_\_

Emergency Phone Number: \_\_\_\_\_

Business E-mail Address: \_\_\_\_\_

Have you previously held a Region Hydrant Permit? Yes  No  – If Yes, List Year(s): \_\_\_\_\_

**SECTION 3 – Requested Installation Location**

- 1. Municipality: Mississauga Brampton Caledon
- 2. Street Address or Nearest Intersection: \_\_\_\_\_
- 3. Purpose of Water Usage (Specify Use): \_\_\_\_\_
- 4. Area of Work (Streets/Intersection): \_\_\_\_\_
- 5. Termination Date (If Not Noted, Permit Will End Oct. 1): \_\_\_\_\_

**SECTION 4 – Region of Peel Capital Projects**

- Is This Permit for a Region of Peel Capital Project? YES NO
- If Yes, Please Complete the Following Information:
- 1. Region of Peel Capital Project Number: \_\_\_\_\_
  - 2. Region of Peel Capital Project Manager: \_\_\_\_\_
  - 3. Is Water Consumption to be Billed to: Capital Project Contractor
  - 4. Is this Permit for Region of Peel Operations Staff? Yes No

**SECTION 5 - Insurance and Indemnification**

**The Applicant shall defend, indemnify and save harmless the Region and those for whom it is responsible at law for all claims, damages or losses for which the Region may be made liable or suffer as a result of the negligence of the Applicant and those for whom the Applicant is responsible at law.**

**During the term of this Contract, the Applicant is required to maintain in full force and effect and at its own expense, the following insurance coverage:**

**General liability insurance including bodily injury and death, personal injury, property damage including loss of use thereof, contractual liability, non-owned automobile liability, owners’ and contractors’ protective, products and completed operations, employers’ liability and sudden and accidental pollution liability, with coverage including the activities and operations conducted by the applicant and those for whom the applicant is responsible for in law. These policies will all (1) be written on an occurrence basis with coverage for any one occurrence or claim of at least \$2,000,000 and (2) name the Region as an additional insured. The applicant is responsible for payment of any loss or losses within the deductible or self-insured retention.**

**Before the commencement of any operations hereunder, the applicant shall provide the Region a completed Certificate of Insurance on the Region’s form ATTACHED evidencing compliance with the policy requirements as detailed above.**

**SECTION 6 – Installation of Meter Assembly**

Prior to this permit being issued, the applicant may be required to attend a meeting to review all conditions of the permit. The applicant will be provided with contact information from the appropriate Public Works yard to arrange a site meeting with Region staff. Region staff will install the meter assembly and provide the applicant with instructions on operation. The temporary hydrant permit must be shown to staff prior to the installation and be kept in each vehicle that will be using the water.

Once installed the meter assembly will be subject to random inspections. Any evidence that the meter assembly have been tampered with, moved, or broken will result in the permit being suspended or terminated immediately and the meter assembly removed.

**SECTION 6B – Moving of Meter Assembly**

Any request to move the meter assembly must be made to the Region's Environmental Control Section. Moving a meter assembly without permission will result in the permit being suspended or terminated immediately. The cost of moving the meter assembly is \$170.20 + HST and will be added as a fee when the final invoice is generated.

If there is a request to move a private meter assembly, the backflow device must be tested at the new location by a qualified person as per the Region's Backflow Prevention By-law 10-2017, no exceptions. A Region of Peel test report must be provided to the Region within 2 business days.

Movement of a meter assembly will not be approved if the request is for cross-boundary movement (ex. Mississauga to Brampton) or serviced by a different Public Works Yard. If the client requires this request a new permit application must be submitted.

## **SECTION 7 – Removal of Meter Assembly**

The meter assembly will be removed by Region staff at the end of the permit duration. If the applicant no longer requires the permit, they must contact the Region's Backflow Prevention Department of the Region's Environmental Control Section to have the assembly removed, otherwise the applicant will be charged for the entire duration of the permit.

### **Region of Peel – Environmental Control – Contact Information**

#### **Phone**

**905-791-7800 x 3101**

#### **Fax**

**Attention: Administrative Assistant**

**905-566-4628**

#### **E-Mail**

**[hydrantpermitsec@peelregion.ca](mailto:hydrantpermitsec@peelregion.ca)**

#### **Standard Mail**

**The Regional Municipality of Peel  
C/O Backflow Prevention Department  
3515 Wolfedale Road Mississauga, ON L5C 1V8**

## **Section 8 – Permit Extension**

The applicant may request a hydrant permit extension by notifying the Region of Peel Backflow Department **at least 7 days** before the expiry of their permit. If the permit extension is approved, the applicant is responsible for providing an appropriate insulated box capable of preventing freezing damage to the hydrant and all associated equipment (meter, backflow preventer and control valves). A heat source must be provided to ensure the equipment does not freeze and ensure there is no fire hazard. The applicant is solely responsible for maintenance, repair and/or replacement of the insulated box, including costs incurred by damages resulting from the fire hydrant being used for firefighting purposes or damages by a third party.

If there is no insulated box and/or heat source present after October 15<sup>th</sup> the extension will be cancelled.

No extension will be granted beyond December 1<sup>st</sup>.

### **Section 9 – Deposit**

A deposit of \$5000 must be paid to the Region for each temporary hydrant permit. The deposit covers the replacement costs for all equipment as well as the labour costs associated with installation and removal of the equipment. The deposit can be paid by credit card (VISA or MASTERCARD). The deposit will not be processed until after the permit is approved.

### **Section 10 – Fees**

Application Fee: \$280.52 + HST to be submitted with application (NON-REFUNDABLE)

The following fees will be debited from the permit holder's deposit:

- A. Backflow Assembly Rental Fee: \$3.31 per calendar day
- B. Water Meter Assembly Rental Fee: \$3.31 per calendar day + HST
- C. Water consumption charge: metered volume (m<sup>3</sup>) x water rate (\$/m<sup>3</sup>)

The water consumption charge is calculated when the permit expires, and a final meter reading has been taken.

The current water rate is posted online at: <http://www.peelregion.ca/water/billing/#rates>

If the meter readings cannot be verified for any reason, including damage, loss or theft, the applicant will be charged the assumed water consumption rate of \$28.37 per calendar day.

If any of the equipment is damaged, lost or stolen, the applicant is responsible for paying the actual cost of the repair or replacement.

If the fees exceed the deposit the permit holder must pay the outstanding balance.

All fees are subject to change.

**Section 11 – General Conditions**

- A. Water from a fire hydrant is not to be used for potable purposes.**
- B. Bulk water obtained from Region Assets must only be used within the Region. No Person shall haul bulk water obtained within the Region outside the geographical boundaries of the Region.**
- C. Water obtained through a Temporary Hydrant Permit may only be used for approved purposes as determined by the Region.**
- D. No hydrant permit will be issued to an applicant when there is an outstanding account balance.**
- E. Region staff and fire department personnel are the only people authorized to operate a fire hydrant**
- F. At no time shall a hydrant meter and appurtenances be installed or removed by anyone other than Region staff.**
- G. Flow through the meter is to be controlled using the gate valve supplied with the meter.**
- H. All hydrant permits apply to a stationary installation. Floater permits are no longer permitted.**
- I. All hydrant meter assemblies must include a reduced pressure principle (RP) backflow prevention device. The RP must be tested and certified annually by a qualified person as per the Region’s Backflow Prevention By-law 10-2017 as amended from time to time.**
- J. An applicant supplied water meter must be calibrated and certified prior to its use for the permit. The calibration certificate must be included with the application. A secondary gate valve must also be supplied by the contractor.**
- K. An applicant supplied backflow prevention device must be tested and passed at the time of installation and the test report must be submitted to the Region within 2 business days. Failure to provide the test report will result in the permit being revoked. Any necessary testing during the permit is the responsibility of the applicant and the test report must be submitted to the Region within 2 days of the test being requested.**
- L. All hoses and fittings must be supplied by the applicant.**
- M. During operation of the meter assembly the applicant must not connect any equipment, hoses, connectors, fittings, tanks or storage containers that have or may have ever been exposed to pesticides or hazardous chemicals.**
- N. Large connections such as a fire hose will only be made from hydrants on watermains 200mm (8 inches) in diameter and larger.**
- O. No permits are to be provided on unlined iron watermains.**
- P. Upon issuance of this permit a copy must be kept with each vehicle that takes water from the approved hydrant. The permit must be made available for presentation upon request by Region staff. Random inspections will take place and if there are any vehicles without an approved permit, they will be required to disconnect from the hydrant, the device will be removed, and the permit cancelled.**
- Q. Where a change occurs in the information required in this application, the applicant named herein must submit to the Region, the new information within 30 days of the change. Failure to do so will result in a violation of the permit and water taking privileges will be suspended or terminated.**
- R. It is the responsibility of the applicant to properly secure the meter and appurtenances to protect them from theft or damage. The applicant must notify the Region immediately of any theft, loss or damage. The applicant will be charged for any damaged, lost or stolen equipment.**

- S. Taking water from a hydrant must be in compliance with the Region's Backflow Prevention By-law 10-2017 as amended from time to time. Contravention of any provisions of By-law 10- 2017 will be subject to the penalties set out in Section 33-37 of By-law 10-2017.
- T. The applicant must adhere to all conditions set out in this permit. Contravention of any conditions set out in this permit will result in the applicant's permit being suspended for:
  - a. First violation – suspension of water taking privileges for 30 consecutive days, permit held open;
  - b. Second violation – suspension of water taking privileges for 365 consecutive days, permit canceled immediately;
  - c. Third violation – termination of water taking privileges. No reapplication for water taking privileges will be accepted.
- U. Privilege of taking water will be terminated forthwith by the Region at any time, if in the opinion of the Commissioner of Public Works, without limiting any provision of the Municipal Act, the Region may shut off the supply of Drinking Water to Land if the Commissioner believes, on reasonable and probable grounds that By-law 6-2017 and or By-law-10-2017 have been contravened at or in respect of the Land.
- V. This permit when issued shall not be assigned or transferred by the applicant without the written consent of the Region.
- W. If any condition hereof is prohibited or unenforceable, such provision shall be deemed severable and shall not invalidate or render unenforceable the remainder of the conditions in this application.
- X. Termination date refers to the end of the permit date. If no termination date is filled in, the removal of the permit will take place on October 1<sup>st</sup>.
- Y. Any falsified information will result in the hydrant permit being deemed null and void.
- Z. Not intended for private facility use.

**THE INFORMATION CONTAINED IN THIS APPLICATION TO THE BEST OF MY KNOWLEDGE AND BELIEF IS TRUE, COMPLETE AND ACCURATE. I HAVE READ AND UNDERSTOOD THE CONDITIONS IN THIS APPLICATION AND AGREE TO ABIDE BY THEM.**

**Name of Person Submitting Application:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**PLEASE NOTE THIS APPLICATION WILL NOT BE PROCESSED UNLESS IT IS COMPLETED IN FULL AND ALL REQUIRED SUPPORTING DOCUMENTATION HAS BEEN SUBMITTED.**



# Certificate of Insurance



Region's Contract No.:
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**This is to certify that the following policies of insurance, subject to their terms, conditions, and exclusions, have been issued and are at present in force for the insured named below, with the specified insurer.**

Name and Address of Insured
Description of Operations
Location of Operations (attach separate sheet if necessary)

Type of Insurance	Policy Number	Effective Date Y M D	Expiry Date Y M D	Limits of Liability
Commercial General Liability				\$ /Occurrence
				\$ Annual Aggregate
				Deductible \$
Name and Address of Insurance Company				

The Commercial General Liability Policy includes personal injury liability, occurrence property damage, contractual liability, non-owned automobile liability, owner's and contractor's protective coverage, products-completed operations, contingent employer's liability, and cross liability and severability of interests clauses.

**The Policy contains no exclusions or limitations with respect to the blasting, shoring underpinning, raising or demolition of any building or structure or subsidence of any property, or land from any cause.**

Type of Insurance	Policy Number	Effective Date Y M D	Expiry Date Y M D	Limits of Liability
Motor Vehicle Liability				\$ /Claim or loss
				Deductible \$
				Name and Address of Insurance Company
Professional Liability				\$ /Claim or loss
				\$ Annual Aggregate
				Deductible \$
Name and Address of Insurance Company				
Other (specify)				\$ /Claim
				\$ Annual Aggregate
				Deductible \$
Name and Address of Insurance Company				

Any Umbrella and/or excess insurance is in excess of both the Commercial General Liability and Automobile Liability policies. **The Regional Municipality of Peel and/or City of Brampton and/or City of Mississauga and/or Town of Caledon** have been added as additional insureds, but only with respect to their interest in the operations of the named insured, (excluding Automobile or Professional Liability policies). Any deductible or self insured retention is the sole responsibility of the named insured. If any Policy is cancelled or materially changed so as to reduce coverage during the period of coverage as stated above, or so as to affect this certificate, thirty (30) days prior written notice, by registered mail, will be given by the Insurer to:

**The Regional Municipality of Peel, 10 Peel Centre Dr., Brampton, ON L6t 4B9**

**This certificate is executed and issued to the Regional Municipality of Peel on the date stated below.**

Name and Address of Insurance Broker				
Signature of Authorized Representative of Broker or Insurance Company	Executed and Issued	Yr.	Mo.	Day

**Note:** Proof of liability insurance will be accepted on this form only (with no amendments).