

# Temporary permit application to take water for temporary non-potable use



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).

“Peel Region” means the Regional Municipality of Peel or its designated representative. “The Applicant” refers to the person who is applying or applying on behalf of an organization.

**This application will not be processed unless it is completed in full and all required supporting documentation has been submitted.**

## Section 1 - Permit duration and equipment requirements

Permits are for a 12-month period and apply only to the specific site noted on the permit application.

The Applicant must supply all materials, including the backflow-meter assembly (secondary gate valve, water meter, and reduced pressure principle (RP) backflow preventer).

For more information refer to Section 9 - Permit renewal.

## Section 2 – Applicant information

Applicant's name: \_\_\_\_\_

Street address: \_\_\_\_\_ Unit or suite: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

Telephone number (or numbers): \_\_\_\_\_

Property owner(s) name: \_\_\_\_\_

Legal registered name of business (if applicable): \_\_\_\_\_

Partnership:    Yes    No    If yes, list all partners: \_\_\_\_\_

Site contact's name: \_\_\_\_\_ Site contact's phone number: \_\_\_\_\_

Site contact's e-mail address: \_\_\_\_\_

Business phone number: \_\_\_\_\_ Business e-mail address: \_\_\_\_\_

Have you previously held a Peel Region  
Take Water Permit:    Yes    No    If yes, list year or years: \_\_\_\_\_

### Section 3 – Requested installation location

Municipality:    Brampton        Mississauga        Caledon    **Project number:** \_\_\_\_\_

Street address: \_\_\_\_\_

Purpose of water usage (be specific): \_\_\_\_\_

Backflow-meter assembly location: \_\_\_\_\_

### Section 4 – Peel Region capital projects

Is this permit for a Peel Region capital project:    Yes    No

If yes, provide the following information:

Peel Region capital project number: \_\_\_\_\_

Peel Region capital project manager: \_\_\_\_\_

Water consumption to be billed to:    Capital project        Contractor

### Section 5 – Take water permit survey

Type of service:    New        Existing        **Water service size:** \_\_\_\_\_

Type of pipe: \_\_\_\_\_        **Riser location:**    Interior (building)        Exterior

Peel Region connection number: \_\_\_\_\_        Peel Region inspector name: \_\_\_\_\_

Is the location of the intended backflow-meter assembly insulated? Can you provide a heat source on-site?	Yes	No
Does the water service have a completed pressure test report?	Yes	No
Has the water service been chlorinated by Peel Region staff and approved for connection to the potable watermain?	Yes	No
Has the final connection been completed?	Yes	No
Are there any deficiencies related to the water services, including chambers that are still to be completed at this time?	Yes	No

## Section 6 – Insurance and indemnification

The Applicant must protect Peel Region from any claims, damages, or losses that happen because of the Applicant's negligence or the negligence of anyone the Applicant is legally responsible for.

While this contract is in effect, the Applicant must maintain the following insurance coverage at their own expense coverage:

- General liability (including bodily injury, death, personal injury, and property damage)
- Contractual liability
- Non owned automobile coverage
- Owners' and contractors' protective coverage
- Products and completed operations
- Employer's liability
- Sudden and accidental pollution liability.

This coverage must apply to all work completed by the Applicant and anyone they are responsible for.

All policies must:

1. Provide at least \$2,000,000 coverage per incident, and
2. List Peel Region as an additional insured.

The Applicant is also responsible for paying any costs within their deductible or self insured amount.

Before any work begins, the Applicant shall provide a completed Certificate of Insurance along with this form to prove that the Applicant meets all the insurance requirements.

## Section 7 – Installation of backflow-meter assembly

Before this permit is issued, the Applicant may need to attend a meeting to review all conditions of the permit.

After the permit is issued and once the Backflow-Meter Assembly is installed, the Applicant must contact the appropriate Public Works yard to arrange to have the water turned on. Chlorination of the water service piping may be required. New water services must provide an approved plan for continually disinfecting the watermain and must list the name of the Peel Region Inspector who was on site for the installation.

The RP backflow assembly must be tested on-site. The completed test report must be emailed to the Environmental Control Backflow Prevention department at [hydrantpermitsec@peelregion.ca](mailto:hydrantpermitsec@peelregion.ca) within 2 days of the test.

All Applicants must ensure that any affected watermain assets (such as valves, chambers, backflow assemblies, water meters, and temporary risers) are accessible for operational use, working properly, and fully connected before they can be approved for use under this permit.

Peel Region staff will inspect the Backflow-Meter Assembly and insulated heated box (which must be fully built and working between October 15 and April 15) when required.

## Section 8 – Removal of backflow-meter assembly

The permit needs to be closed when:

- The 12-month permit duration ends
- The temporary non-potable use of water is no longer needed, or
- When a Peel Region Environmental Control Inspector says it's required.

If the Applicant no longer requires the permit, they must contact the Peel Region Environmental Control Backflow Prevention department to close the permit.

The Applicant will be billed for all the water used, based on Peel Region's water meter rates, plus any other fees or costs covered by Peel Region staff.

The Applicant is responsible removing the water meter, RP backflow preventer, and insulated box (if applicable) before the permit can be closed.

### Contact information

Peel Region - Environmental Control  
c/o Backflow Prevention Department  
3515 Wolfedale Road  
Mississauga, ON  
L5C 1V8

**Phone number:** 905-791-7800 ext. 3101

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

## Section 9 – Permit renewal

The Applicant can ask to renew the take-water permit by notifying the Peel Region Backflow Department **at least 30 days** before the permit expires.

If the permit renewal is approved, the Applicant's previous permit will be closed and a new permit number will be assigned.

## Section 10 – Fees

Refer to [Backflow prevention and cross connection surveys](#) for fee amounts.

- The application fee must be submitted with the application. This fee is non-refundable.
- The water consumption charge is calculated as 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.

For current rates and charges, visit [water rates and quarterly service delivery charges](#).

If the meter readings cannot be verified (for example, if the meter is damaged, lost, or stolen) the Applicant will be charged the assumed water consumption rate per calendar day.

The application fee can be paid by credit card (VISA or Mastercard).

All fees are subject to change.

## Section 11 – General conditions

1. Water can be used for **only non-potable (non-drinking) purposes**. It **cannot** be connected to any drinking-water pipes inside a building.
2. The Applicant must supply all equipment, including the Backflow-Meter Assembly (secondary gate valve, water meter, and RP backflow preventer).
3. All backflow-meter assemblies must include a reduced pressure principle (RP) backflow prevention device.
  - The RP must be **tested and pass** when it is installed.
  - The test report must be submitted to the Peel Region Backflow Prevention Department **within 2 days**.
  - If the report is not provided, the permit will be cancelled.
  - Any necessary testing during the permit is also the Applicant's responsibility. Those reports must also be sent within 2 days of the test being requested.
4. The Applicant-supplied water meter **must be calibrated and certified** before use. The calibration certificate must be included with the application.
5. After the permit is issued, a copy of the **calibration report and permit and test report** must be kept on site. These reports must be shown to a Peel Region Environmental Control Inspector if requested.
6. While using the backflow-meter assembly, the Applicant **must not connect** any equipment, hoses, connectors, fittings, tanks, or storage containers that have or may have been exposed to pesticides or hazardous chemicals.
7. The Applicant is responsible for properly securing and protecting all materials from water damage (weather or mechanical) or theft, including theft of water.
8. The Applicant is responsible for bringing all piping to grade on the property.
9. Permits will not be provided for unlined iron watermains.
10. As determined by an Environmental Control Inspector, the Applicant must provide **an appropriate insulated box** to preventing freezing damage to the pipe and all associated equipment (water meter, RP backflow preventer, and control valves).
  - A **CSA-approved heat source** must be provided to stop equipment from freezing and to prevent fire hazard.
  - The Applicant is solely responsible for maintaining, fixing, or replacing the insulated box.
11. Water can only be used **at the site listed on the application**. It cannot be transported off site.
12. No permit will be issued if the Applicant has an outstanding balance on their account.
13. If any required information in the application changes, the Applicant must send the new information to Peel Region **within 30 days of the change**. If the updated information is not sent, the permit may be suspended or cancelled.
14. Taking water for temporary non-potable use must follow Peel Region's Backflow Prevention By-law 10-2017 as amended from time to time. Breaking any part of this by-law may result in the penalties listed in sections 33 to 37 of the by-law.
15. The Applicant must follow all of the conditions of the permit. If they do not:
  - The **first violation** will result in the suspension of water taking privileges for 30 consecutive days, (but the permit stays open).
  - The **second violation** will result in water-taking privileges being terminated and the Applicant cannot apply again.
16. Peel Region can **immediately stop** water-taking privileges without limiting any provision of the Municipal Act if the Commissioner of Public Works, 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.
17. Once issued, this permit cannot be assigned or transferred by the Applicant without written approval from Peel Region.

18. The Applicant agrees that neither they nor anyone taking over the permit will hold Peel Region responsible for any claims, costs, injuries, damages, renovation costs, business losses or any damages that happen because water taking privileges are ended, and shall not bring any actions, suits, or proceedings against Peel Region arising from the termination of water-taking privileges.
19. If any condition in this permit is found to be illegal or cannot be enforced, **the rest of the conditions will still apply.**
20. If any information is falsified, the permit will be deemed invalid.

**The information contained in the 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:** \_\_\_\_\_