

October 11, 2019

Dear Property Owner,

As a direct result of amendments to the Ontario Building Code along with the implementation of the Clean Water Act 2006 and the Lake Simcoe Protection Plan, a Mandatory Maintenance Inspection Program of septic systems is required to be enacted within defined areas by the Town of Bradford West Gwillimbury.

Effective January 1, 2016, the Ontario Building Code requirements pertaining to the jurisdiction of Bradford West Gwillimbury may be summarized as requiring all sewage systems wholly or partially located within a strip of land within 100 metres of rivers or streams in the Lake Simcoe watershed that continually flow in an average year, or any lake or pond that is connected on the surface to a river or stream described above, or any lake or pond with a surface area greater than 8 hectares are to be inspected through the Mandatory Maintenance Inspection Program. For complete descriptions please refer to the 2012 Ontario Building Compendium, Division C Part 1 Subsection 1.10.2.

An inspection of all sewage systems located wholly or partly within the mandatory maintenance area is required to be completed before January 1, 2021.

Use of the data derived from current records, water statistics and reports provided by the Lake Simcoe Conservation Region Authorities (LSCRA) indicate the above noted property is required to have the onsite septic system inspected to ensure its functionality.

Phase 1 Inspections are non-intrusive in order to avoid significant disturbance to the system.

**What to Expect:**

Within twenty-one (21) days of receiving this letter, you have the following options to choose from to verify safe functionality of your system:

**Option 'A'** - The property owner is provided the opportunity to request that LSRCA re-evaluate the nature of water course associated to their property to determine if it is a designated water course as defined by the program. If it is determined by LSCRA that it is not a designated water course, then the property will be removed from the program; otherwise they will need to follow the procedures in Option 'B' or 'C'. If the Town has not received notification within the 21 business days it will proceed to undertake the inspection under Option "B".

**Option 'B'** - Property owner may book a sewage system inspection with the Town of Bradford West Gwillimbury within 21 business days of receiving the notice. If no request is received at the end of the 21 day period the inspection may be undertaken at any time during normal business hours without further notice.

A report of the findings of this inspection will be forwarded to the owner in conjunction with the appurtenant invoice of \$250.00.

If the system is determined to be outside the regulated area it will be removed from the program with no cost to the property owner.

If the system is found to be malfunctioning, an order will be issued to the property owner and the repair work will require a building permit. Building permits and fees related to sewage systems are presently in the Town's Building By-law 2019-31 for installation of new systems, repairs, or alterations to malfunctioning systems.

**Option 'C'** - Property owner provides the Building Division, within 21 business days of receipt of notification (letter), a certificate approved by the Municipal Affairs and Housing under the Building Code



A Growing Tradition

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Act 1992, from a qualified designer as registered under the Classes of Registration for On-Site Sewage System and as set forth in the Ontario Building Code., or an Architect or Professional Engineer. The above certificate shall satisfy the requirements of Sentence 1.10.1.3.(2) of the Building Code. If the Building Division accepts this certificate, it will satisfy the inspection requirement under the "Mandatory Maintenance Inspection Program". The property owner will only require to pay the administration fee of \$100 associated with the on-going administration of this program of every five (5) years.


**Old vs. Unsafe:**

You need not to be apprehensive about the inspection. There are many existing septic systems that will not display any signs of being unsafe. Further, many old systems will likely be found to be operating in good condition. The age of the system is not the determination factor when conducting a visual inspection. However, should deficiencies or unsafe situation arise, staff will assist you in the steps required to bring the system into compliance.

Invoices for inspections and/or administration fee will be payable to the Town of Bradford West Gwillimbury. Fees shall be paid within (21) business days from date of inspection. Please note all unpaid invoices, will be applied to the property taxes in conformance with the Building By-law 2019-031 and Staff Report DES 2019 34.

If you have any inquiries, please do not hesitate to contact our Building Division at 905-778-2055 extension 1500 or email [buildinginspections@townofbwg.com](mailto:buildinginspections@townofbwg.com).

Thank you in advance for your cooperation,  
For the Chief Building Official  
John Moore, CBCO  
Senior Building Inspector/Deputy Chief Building Official



Willy W.K. Wong, P.Eng, C.B.C.O  
Chief Building Official  
Building Division