



# Mandatory Downspout Disconnection Financial Assistance

Toronto's Municipal Code, Chapter 681, Sewers, requires downspouts to be disconnected from the sewer system unless an exemption has been granted. All property owners are responsible for complying with the bylaw requirements.

The Mandatory Downspout Disconnection Financial Assistance program offers a reimbursement of the costs of labour and materials for performing downspout disconnection work, up to a maximum of \$500, if you are an eligible low-income senior or a low-income person with a disability.

## Who is eligible?

To qualify for the Mandatory Downspout Disconnection Financial Assistance program, you must:

- Own a residential property within the City of Toronto; and
- Have a combined household income of \$50,000 or less; and
- Be 65 years of age or older or be 60-64 years of age and be receiving a Guaranteed Income Supplement under the Old Age Security Act; if widowed, be receiving the Spouse's Allowance under the Old Age Security Act; or be 50 years of age or older and be receiving either a pension or a pension annuity resulting from a pension plan under the Income Tax Act (Canada) OR
- Be a person with a disability and be receiving disability benefits

Please refer to the City's Eligibility Criteria – Mandatory Downspout Disconnection Financial Assistance Program for Low-Income Seniors and Low-Income Disabled Persons for further eligibility details.

## What documents are required?

A completed and signed application with the following documents attached to be submitted within one (1) year after the completion of the disconnection work.

## What documents are required?

### All Applicants

- Dated and unaltered original invoice(s) or receipt(s) fully itemizing the materials and work supplied and performed in respect to the disconnection and the cost of same.
- Before and after photographs of the disconnected downspout(s).
- Copies of the most recent Income Tax Notice of Assessment(s) from Canada Revenue agency for all persons occupying the property for which the application for financial assistance is made.

### Seniors

In addition to the above:

- A copy of your Old Age Security T4A (if applicable), Guaranteed Income Supplement (GIS) (if applicable) and/or Spousal Allowance T4A (if applicable)
- Proof of receipt of a registered pension or registered annuity under the Income Tax Act (Canada) (if applicable) (if you are 50 years of age or older)

### Persons with a Disability

In addition to the above:

- A copy of disability benefit income from one or more of the following:
  - Ontario Disability Support Program (ODSP)
  - Workplace Safety and Insurance Board (WSIB)
  - Motor Vehicle Accident Insurance
  - Employer Disability Insurance
  - Canada Pension Plan
  - Employment Insurance Sickness Benefit
  - Private Disability Insurance
  - Disability programs provided by professional associations

Applicants are advised to block out the Social Insurance Number of all documents submitted.

For more information on the Mandatory Downspout Disconnection Program, contact 311 or visit [toronto.ca/downspout](http://toronto.ca/downspout)

Submit your completed application to:

City of Toronto  
Mandatory Downspout Disconnection Program  
PO Box 15266  
STN BRM B  
Toronto ON M7Y 2W1



# Mandatory Downspout Disconnection Financial Assistance

Please read the Mandatory Downspout Disconnection Financial Assistance Information page before completing this application.

I have a low income and am applying as:                      a Senior                      a Person with a Disability

## Applicant and Property Information

Full legal name of registered property owner(s)\*.

First Name

Last Name

Street No.

Street Name

Suite/Unit No.

City/Town

Province

Postal Code

Telephone No.

Mobile No.

Email

## Spousal and Additional Owner Information

Please complete the Spousal and Additional Owner Information below if you have a spouse, and /or if the property is also owned by another person. If there is more than one additional owner, please attach a list with the first name, last name, date of birth and signature of all additional owners and their spouses not listed on this form.

Spouse's First Name:

Spouse's Last Name:

Spouse's Age:

Additional Owner's First Name:

Additional Owner's Last Name:

Additional Owner's Age:

## Income Information

Each property occupant must submit a Notice of Assessment or Notice of Reassessment from the Canada Revenue Agency. A property occupant's income is the sum of the amount shown on line 150 from each Notice of Assessment or Notice of Reassessment submitted.

Please write the Total Household Income for all occupants of your residence in the box on the right side (include income of applicant, any spouse and additional occupants).

\$

## Declaration

In order for your application to be reviewed, all information must be legible and complete. In addition, City staff may inspect your property to verify the provided information; by submission of this application, you grant permission to City staff to enter onto your property for inspection/verification purposes.

**I am the registered owner of the subject property and certify that the information contained in this application and all other attached/enclosed documentation is accurate and true in all respects.**

Signature:

Print Name (Full Legal):

Date (yyyy-mm-dd):

The personal information on this form is collected under the authority of the City of Toronto Act, 2006, S. 136(c) and City of Toronto Municipal Code 681 (Sewers) S. 681-11, paragraph S. (6), and City of Toronto By-law No. 1172-2011. The information will be used to assess your application for financial assistance for the Mandatory Downspout Disconnection Program. Questions about this collection can be directed to Manager, Customer Care, at PO Box 15266, STN BRM B, Toronto, Ontario, M7Y 2W1 or by telephone at 416-338-7668.



# Mandatory Downspout Disconnection Financial Assistance

## 1. Eligibility to receive financial assistance:

- A. To be eligible to receive financial assistance, a person must:
  - i. be a low-income senior or low-income disabled person;
  - ii. occupy the residential property for which the application is made as his or her personal Principal residence;
  - iii. make an application, together with his or her spouse (where applicable), for financial assistance in accordance with the provisions of Section 2; and
  - iv. have paid in full all taxes and water charges and arrears payable for all previous years as well as taxes and charges due and owing for the current year in respect to the property for which the application is made and any other property owned within the City of Toronto;
- B. Where title to the eligible property is held by an eligible person and his or her spouse and no other owner, one of the joint owners must qualify as an eligible person, but where title to the eligible property is held jointly by an eligible person and a person or persons who are not his or her spouse or same sex spouse, all of the joint owners must qualify as an eligible person.

## 2. Applications for financial assistance

- A. Applications for financial assistance must be legible, complete and accurate and in writing on a form prepared by the General Manager of Toronto Water for this purpose. An application must include documentation in support thereof in a form satisfactory to the General Manager of Toronto Water, to establish that the applicant or, in the case of property held jointly in accordance with Section 1B, the applicant's spouse is an eligible person, that the residential real property with respect to which the application is made is eligible for such financial assistance.
- B. An application for financial assistance may be denied where the request for low-income financial assistance does not meet all terms and conditions on the application.

## 3. Conditions of Financial Assistance

- A. Where eligible, the person shall submit to Toronto Water, a completed and compliant application form, together with all invoices and other supporting information substantiating the completion of the work and costs of same, within one year of the work being completed as a condition of the financial assistance. All applications are subject to the satisfaction of the General Manager of Toronto Water and no reimbursement shall be made unless all terms and conditions of the application and these Eligibility Criteria are met.
- B. The disconnection work must be completed prior to making an application and in a manner satisfactory to the City.
- C. The applicant(s) shall assume all responsibilities, liabilities and risk whatsoever (whether financial or otherwise), save and except only for any eligible payment receivable by the applicant(s) under this financial assistance program, associated with or related to the downspout disconnection work including, without limitation, the manner and method of its conduct, installation, performance, workmanship, waste removal, maintenance, repair and its use and any acts or omissions related to such work.
- D. The financial assistance for eligible persons referred to in Section 1 above shall be in the form of cost reimbursement, payable by cheque, for eligible works and limited to a maximum upset limit of \$500 for each eligible property and for each eligible applicant. No applicant shall receive financial assistance for more than one eligible property.
- E. There is no reimbursement for costs incurred by the applicant(s) related to property maintenance work, for example, rotting fascia board, roofing work, for upgraded specialty finishes, for example copper materials, for damaged goods, landscaping or for the restoration of property after the downspout disconnection work is completed. Reimbursement is only provided strictly for work directly related to the downspout disconnection and for standard aluminum eaves trough and downspout materials as described below under Section 4 – Eligible Works. Any interior work is not reimbursable.
- F. Supporting documentation related to the disconnection work which must be included with this application include the following:
  - i. before and after photographs of the disconnected downspout(s); and
  - ii. dated and unaltered original invoice(s)/ receipt(s) itemizing and detailing the location, work and materials related to the disconnection.



## Mandatory Downspout Disconnection Financial Assistance

- G. The City may require an inspection to be conducted by a Toronto Water staff person after the eligible work is completed and prior to approval of an application or payment of financial assistance to verify the eligible work has been completed and all City requirements have been met.

#### **4. Eligible Work**

- A. The downspout(s) must be disconnected from the City sewage works and the drain, hole in the ground or other access point where the downspout originally accessed the City sewage works must be permanently sealed with concrete or some other similar permanent method.
- B. The water from the disconnected downspout must not create a hazardous condition to persons or property.
- C. The downspout disconnection shall be in compliance with all applicable City of Toronto By-laws including, without limitation, Section 11 of Chapter 681, Sewers, and Chapter 619, Property Standards, of the City of Toronto Municipal Code (the Municipal Code), as amended from time to time.