



Town of Niverville-Operations

Policy No. O4-15: Curb Stops

Effective Date: November 17, 2015

Resolution# 332-15

Revision Date: April 6, 2021

Resolution# 95-21

Revision Date: June 4, 2024

Resolution# 130-24

BACKGROUND: Following installation of the water main infrastructure, every curb stop is checked to ensure it operates as designed, freely and without the necessity of using excessive force. Upon the Town engineer providing infrastructure approval, building permits may be issued. On occasion during home construction, curb stops are inadvertently damaged. Following research on industry practices and in an effort to protect the integrity of the water service and future residents, the Town has approved this policy to define acceptable standards for accessibility and functioning of curb stops.

During Construction

- a) Curb stops must be accessible and operational for Town staff using Town tools specific to the task as per original engineered design and operations. Curb stops requiring:
 - i. excessive force to adjust and/or
 - ii. are found to be non-functional and/or
 - iii. cannot be found due to being buriedmust be repaired prior to final inspection by the Town and release of builder's security deposit. The Town's position is that should excessive force be required in ideal conditions, then the curb stop will not work in inclement conditions.
- b) If a curb stop requires repair and/or cannot be found, it must be repaired/located to meet the standard noted above in condition (a) and once repaired/located must be approved by Town staff.
- c) In the event that the curb stop is not repaired/located to Town standards, water service will not be turned on. The Town will proceed with the following action steps:

- i. Advise the contractor in writing or if applicable the homeowner, of the necessity to repair/locate the curb stop to meet Town standards as described in (a).
 - ii. The Town will provide 60 days from the date of the written notification for the completion of the curb stop repair/locate and the inspection by the Town.
 - iii. Should the curb stop repair/locate not be completed within the allocated time frame and no prior written alternate time arrangements made with the Operations Manager, the Town shall at its own discretion make arrangements for the curb stop to be repaired/located by a private contractor and the cost thereof shall be a debt to the Town. Within 30 days the current real property owner shall pay for this debt either through the security deposit if adequate sum remains or by separate invoice. The Town may, in its own discretion, add costs incurred to the real property taxes in accordance with The Municipal Act, Section 252(2).
- d) Curb Stop Sign & Pole – in the event the curb stop sign and pole are damaged or missing at the time of the final inspection, the cost of replacing these will be deducted from the security deposit.

Post Construction

To provide clarity to the users of the Town of Niverville's water utility about expectations regarding their curb stop (also known as water shut off) usually located in the front yard.

For the safety of residents it is imperative that the curb stop of the property be at finished height of the property. This ensures that the Town can easily shut water off to the property without any roadblocks and cause greater damage to a property having issues.

The Town's Utility Department requires that all curb stops connected to the Town's Water Utility are:

- a) At finished grade of the property;
- b) Nothing is covering or hiding the curb stop (e.g. boxes, sod, flowers, etc.); and
- c) Is easily accessible by the Town's Utility department personnel.

If any of these requirements are not met, the Town will complete work on the curb stop to bring it into compliance. Any costs associated with this work would be charged against the property, similar to a property tax under The Municipal Act.

The Town will not pay damages or be held responsible for the replacement, reconstruction or repair to personal property improvements in the vicinity of the curb stop. Furthermore, the property owner is responsible for ensuring the curb stop of their property is readily accessible, and if, for any instance, it is not, they should immediately contact the Town's Utility Department to have it rectified. **Any damages resulting from an inability to shut the water off to the property in a timely manner is not the responsibility of the Town.**