

## Procedure for Water Service Installation

1. For properties with existing homes, the property owners within the water service area are required to obtain two permits before any extensions are made to the existing water service at the property line. A New Water Service Installation permit from the Chatham-Kent Building Department is required for an inspection on the private waterline. The cost for this permit is \$90. As well, a Water Connection Permit from the Chatham-Kent PUC is required. This permit will contain the fees for a standard residential meter (\$295) and the applicable Part XII Charge (Development Charge) at the time of permitting. CK PUC will advise the applicant of these fees prior to issuing the permit.  
For vacant properties being developed with a residential dwelling, the Building Permit from the Chatham-Kent Building department for the new home will contain these fees. The New Water Installation permit fee (\$90) will be charged for the inspection. As well, a Water Certificate Fee (\$395) will be charged. This fee includes the standard residential water meter fee of \$295 plus a construction water usage fee of \$100. The building permit will also include the applicable Development Charge.
2. After both the PUC and Building Permits have been picked up, the property owner is required to install the water service (from the curb box (valve) at the property line to the house). [Please see Appendix "A" attachment.]
3. All new water service pipes shall be laid at least 1.5 meters (5 feet) below existing ground and shall be properly protected against freezing.
4. All new water service connections shall be 25mm (1 inch) outside diameter Cross-Linked Polyethylene (PEX) or Dow HyperTherm Bimodal Polyethylene (PE-RT) pipe for potable water and the size of service pipes and fittings are to be compatible with the service connection (from the water main to the curb box).
5. After your permit from the Building Department has been issued, you can complete installation of your water service to the house. You must contact the Chatham-Kent Building Department (519 352-8401 ext. 3215) at least 48 hours in advance and request an inspection of the complete water service from the curb box at the property line to the house **before** backfilling the trench.  
**Note: No connections shall be made to a curb box, and no water supply shall be turned on until the work has been inspected, approved, and commissioned for service.**
6. After the water service has been inspected and is connected to the new Municipal Water System, an appointment shall be scheduled with Entegrus (519-352-6300) for installation of the water meter, "touch pad" remote reader unit and activation of water service.  
When phoning Entegrus you will be asked to verify all items noted in 'Appendix A' before an appointment is scheduled. Please allow 2 business days for scheduling install.

The meter shall be accessible and be in a location where it can be read from its face. In locations where the home is built without a basement, meters shall be located outside of the crawl space. [Please see attached Meter Installation Specification.]

7. **There shall be no direct or indirect connection between water lines from an existing private water supply to water lines from the new Municipal Water System. In all new installations in the rural service areas and any new installations or replacements, the property owner shall supply and install a backflow preventer.** [Please see attached Meter Installation Specification and Appendix "A".]

**For New Water Service Installation Permits and for Water Service Inspections,**

Visit or contact your local Chatham-Kent Municipal Centre at the following locations:

▪ Chatham-Kent PUC	325 Grand Av E	Chatham ON	N7M 5L8	(519) 436-0119
▪ Chatham-Kent Civic Centre	315 King St	Chatham ON	N7M 5K8	(519) 360-1998
▪ Blenheim Service Centre	35 Talbot St	Blenheim ON	N0P 1A0	(519) 676-5405
▪ Dresden Service Centre	485 St George St	Dresden ON	N0P 1M0	(519) 683-4306
▪ Ridgeway Service Centre	45 Main St	Ridgeway ON	N0P 2C0	(519) 674-5583
▪ Tilbury Service Centre	17 Superior St	Tilbury ON	N0P 2L0	(519) 682-2583
▪ Wallaceburg Service Centre	786 Dufferin Av	Wallaceburg ON	N8A 2V3	(519) 627-1603

**For "Touch Pad" Remote Reader Unit Installations,**

contact Entegrus at (519) 352-6300, ask for the Customer Accounts

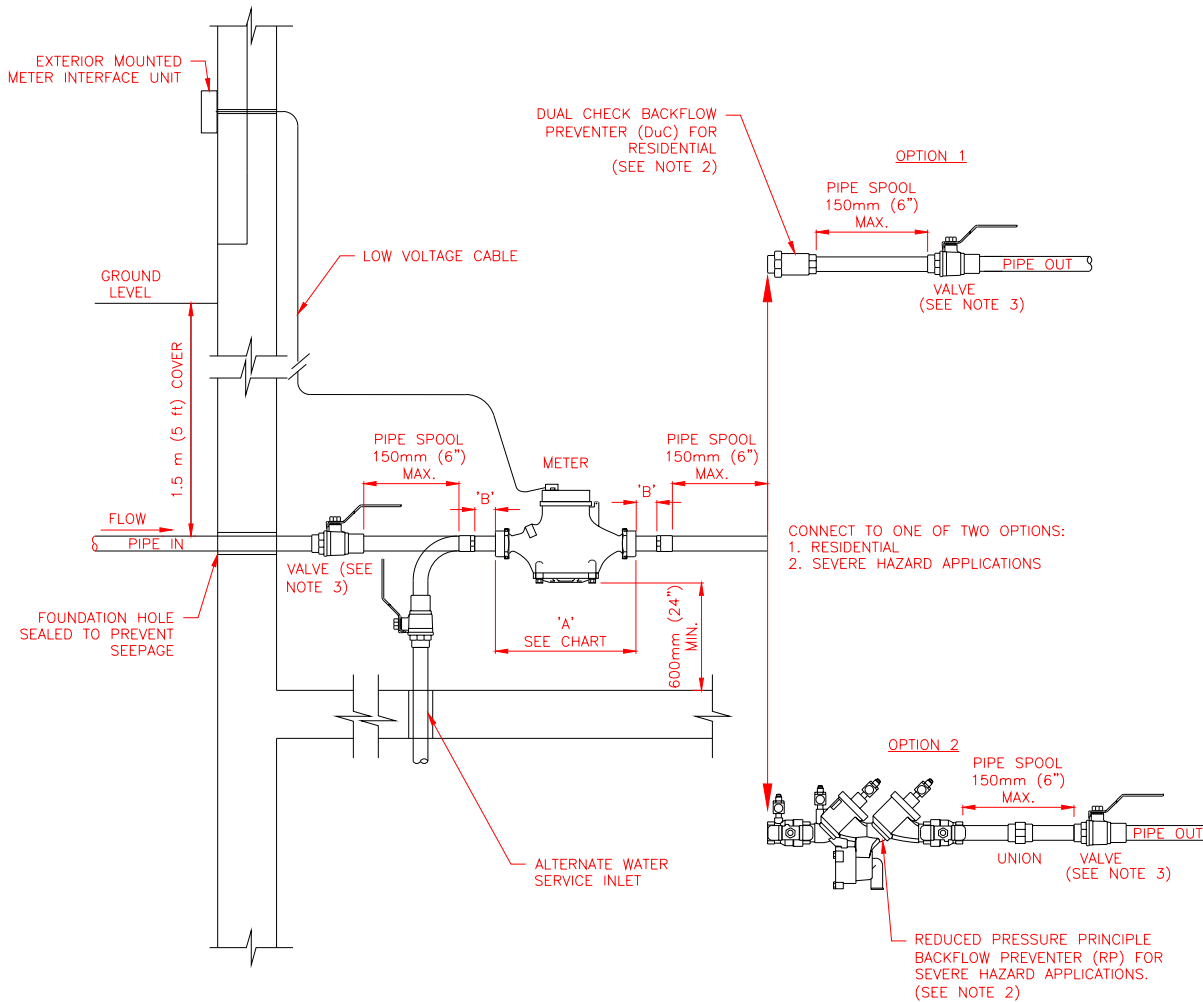
**Should you have any other questions or concerns,**

please direct them to the Chatham-Kent P.U.C. at (519) 436-0119

**Attachments:**

- ♦ Meter Installation Specification
- ♦ Appendix "A"
- ♦ List of contractors

**Revision: April 2024**



NOTES:

1. THE METER SHALL BE ACCESSIBLE AND BE INSTALLED AS CLOSELY AS POSSIBLE TO THE POINT AT WHICH THE PRIVATE WATER SERVICE PIPE ENTERS THE BUILDING.
2. WHEN REQUIRED A BACKFLOW PREVENTER WILL BE INSTALLED ON THE OUTGOING SIDE OF THE WATER METER AND IN ACCORDANCE WITH CSA STANDARD B64.10-11/B6410.1-11 AND THE CK PUC BY LAW.
3. ALL ISLOATION VALVES TO BE THE SAME SIZE AS PIPE SPOOL.
4. THE CHATHAM-KENT FORCES WILL SUPPLY: THE METER, 2m (6'-6") TAIL PIECES ('B'), AN EXTERIOR "TOUCH PAD" REMOTE READER UNIT, AND LOW VOLTAGE CABLE AS SHOWN (SINGLE DASHED LINE).

PIPE SIZE (SPOOL IN)	METER SIZE	PIPE SIZE (SPOOL OUT)	A	B
25mm (1")	19mm (3/4")	19mm (3/4")	225mm (9")	64mm (2-1/2")
	25mm (1")	25mm (1")	275mm (10-3/4")	64mm (2-1/2")
38mm (1-1/2")	38mm (1-1/2")	38mm (1-1/2")	330mm (13")	2-BOLT FLANGE
50mm (2")	50mm (2")	50mm (2")	432mm (17")	2-BOLT FLANGE

## **APPENDIX “A”**

### **Water Meter & Backflow Prevention Policy:**

- 1: The issuing of a Water Permit includes:
  - the inspection of the water servicing on private property within the Building Permit
  - setting up of an account
  - commencement of billing within one (1) month with issuance of water meter
- 2: All water supplied to any customer shall be metered.
- 3: For residential properties, the meter must be located inside the building and not in a crawl space under the building. Where it is not practical to locate the meter inside the residential building to be served, the meter may be located in an approved meter chamber outside such building, with the approval of Chatham-Kent PUC. All commercial, institutional, industrial, and greenhouse properties must have their water meter located in an approved meter chamber near the property line.
- 4: All meters are supplied by Entegrus.
- 5: If a meter is damaged after it is installed through carelessness, or neglect, the owner of the premises shall pay the Chatham-Kent PUC the entire cost of repairing or replacing such damaged meter or its appurtenances attached thereto.
- 6: In all new installations and any replacements Entegrus forces shall install water meters, horizontally.

The owner will supply a shut off valve on the incoming side and the outgoing side, and a Backflow Prevention Device on the outgoing side of the meter.
- 7: The plumbing must provide for adequate lay length identified in drawing Chatham-Kent PUC W-203 allowing Entegrus forces to install tail pieces and the water meter.
- 8: 22-gauge, 3 conductor solid copper wire water meter cable must be installed between the water meter location and the exterior remote reader location with a minimum 12 inches of additional slack at each end. This cable must be identified with a tag reflecting its use for the water meter.
- 9: The exterior location must be located and accessible (do not brick or install siding over the cable) with the proximity of the electric meter service (meter base) between 3-4 feet from the ground.
- 10: Any cabling run that cannot be accessed from inside the building such as under a garage floor or in a crawl space must be installed in a ½” plastic pipe and the wiring is recommended to be completed prior to finishing any interior walls.
- 11: All institutional, commercial and industrial customers must install Backflow Prevention devices in all new and/or replacement services on the outgoing side of the water meter.
- 12: The Manager or his appointed representative shall have the right to remove and test any meter, at any time or times or to substitute another meter for any defective meter in the opinion of the Manager, and the cost shall be the responsibility of the Chatham-Kent PUC.

The following is an alphabetical list of licensed contractors who have expressed interest in installing water and sewer services as of July 2023. Please Note, not all licensed Contractors are listed, there may be other licensed contractors who are not part of the mailing list. This is not a rating of the contractor and is not an endorsement of recommendation. Homeowners are advised to check that any contractor hired is licensed and to check with references prior to hiring any contractor.

CONTRACTORS	CONTACT	ADDRESS	PHONE	CELL	EMAIL / WEBSITE	DIRECTIONAL DRILLING & BORING	SERVICING
<b>Carey Excavating</b>	Jim Carey	10 Queensway Drive, Chatham, ON, N7M 4G4	519-809-9331	519-352-4746	jrcareyent@gmail.com careyexcavating.ca	YES	Water / Sewer
<b>Delway Contractors Ltd</b>	Andy de Lange	8287 Pine Line, Chatham, ON, N7M 5J8		519-360-6190	delwaycontractorsltd @ciaccess.com	YES	Water / Sewer
<b>Dig'R Wright Excavating Inc.</b>	Jordan Hoekstra	21630 Communication Rd, Blenheim, ON, N0P 1A0	519-352-3805		estimating@digrwrightexcavating.com digrwrightexcavating.com	NO	Water / Sewer
<b>FTOR2 Excavating</b>	Geert (Gary) Kiers	5603 Sixth Line W, RR# 6, Merlin, ON, N0P 1W0	519-809-1505		ftor2more@gmail.com	NO	Water
<b>Gillier Construction Inc</b>	Jesse Golding	12647 Longwoods Rd, Thamesville, ON, N0P 2K0	519-692-3300	519-868-1610	Jesseg.gilliercon@gmail.com gillierconstruction.com	YES	Water / Sewer
<b>G.W. Clarke Drainage Ltd.</b>	Sal Melillo	7643 Queens Line Chatham, ON N7M 5J5  342 Chatham St S, Blenheim, ON, N0P 1A0	519-676-7226	519-359-5567	sal@Clarkegroupontario.ca gwclarkedrainage.ca	YES	Water / Sewer
<b>Henry Heyink Construction Ltd.</b>		275 Colborne St. Chatham, ON, N7M 5R9	519-354-4593		info@heyink.on.ca heyink.on.ca	YES	Water / Sewer
<b>J.B. Septic Systems</b>	Bradlee Barnes	10429 Maynard Line Chatham, ON N7M 5J3	519-350-2150		barnzy32@hotmail.com	NO	Water / Sewer
<b>Mark G. Contracting Inc.</b>	Henry Klassen	351 Queen St N, Tilbury, ON, N0P 2L0	519-682-1657	226-626-5413	markgcontracting@bellnet.ca henry@markgcontracting.com markgcontracting.com	NO	Water / Sewer
<b>Phillips Skid Steer Service 1404520 Ontario Inc.</b>	Mark	10823 Burk Line Blenheim, ON, N0P 1A0	519-809-3002	519-809-3001	Lindaandmarkphillips@gmail.com	NO	Water / Sewer