

6. CURB STOP POLICY

POLICY STATEMENT:

Curb stops allow the village to shut off water to a property in the event of the water supply needing to be shut off, this policy will establish the procedure for ensuring curb stops are functioning and addressing curb stop replacements when a curb stop is identified as non-functional

SCOPE:

Applies to all curb stops with the Village of Torquay located on public and private property.

PROCEDURES:

The village public works staff along with administration will establish a program for locating, mapping and testing for functionality all curb stops within the village. The program will also identify if the curb stop is accessible at all times, if not, what needs to be done to ensure it is accessible.

When a curb stop has been located and tested for functionality it will be documented with the date, civic address of property, location of property, accessibility and functionality.

If the curb stop is found to be non-functional, public works will consult with the administration and will arrange for the replacement of the curb stop under the following conditions:

1. Delinquent account; or
2. Vacant Property: or
3. Property owner requested water to be shut off to property

Prior to the commencement of repair, the property owner will be notified by registered mail, with a letter detailing the policy/bylaw for the repair/replacement of the curb stop and their responsibility for associated costs. As per Bylaw No 2025-05 the village will invoice the property owners once the work has been completed. The village will provide property owners with the option to pay the invoice over a period of six (6) months; however, failure to pay any of the invoiced charges will result in the charge being added to and forming part of the taxes for the property in question.

EFFECTIVE DATE

This policy takes effect _____

Tammie Jackson, CAO

Terry Malaryk, Mayor