



Development Services and  
Engineering Department  
*Planning Division*

T: 705-325-2622  
F: 705-329-2670  
✉ [planning@orillia.ca](mailto:planning@orillia.ca)  
🌐 [orillia.ca](http://orillia.ca)  
📍 50 Andrew St. S., Suite 300,  
Orillia, ON L3V 7T5

## WATER AND SEWER LATERAL SERVICE GUIDE

### When is a Water and Sewer Lateral Servicing Agreement required?

New lots created through a Consent (land severance) require municipal water and sewer services to be installed and connected to the City's water and sewer infrastructure and capped at the new property's lot line prior to **final approval of the provisional consent.**

The Water and Sewer Lateral Servicing Agreement ensures that recently created lots are adequately serviced with municipal water and sewer infrastructure and installed in a manner which complies with municipal standards. The installation of the water and sewer laterals are required as a condition of provisional consent and must be completed within two (2) years following the approval of the severance.

The Water and Sewer Lateral Servicing Agreement may also be required for existing services requiring upgrades.

### What is required for the Agreement?

**Step 1:** The developer/applicant must submit the required application fee.

**Step 2:** Confirm preliminary water and sanitary service sizing based on proposed development.

**Step 3:** Retain one the City's pre-qualified Contractors listed below to install the water and sewer lateral.

**Step 4:** Provide Cost Estimates for the servicing installation and restoration works. Securities (monetary funds to be held by the City until construction is completed, inspected, and approved) do not need to be submitted to the City. However, the estimates are reflected in the Agreement which will indicate that these costs would be incurred by the applicant if the work is found to be deficient.

## **WATER AND SEWER LATERAL SERVICE AGREEMENT**

**Step 4:** The developer/applicant will be advised of the Water and Sewer Connection fee required by the City.

**Step 5:** Once all of the requirements have been fulfilled and fee submitted, the Agreement will be executed by the applicant and the City. Further to the execution of the Agreement, the following process may then be undertaken.

### **Commencement of Work**

Note: Only the following contractors are pre-approved by the City to install municipal services. Only the contractors listed below are eligible to install water and service laterals subject to this agreement.

#### **Dobinson Construction**

Rick Dobinson  
6707 - 12 & 13 Sideroad R.R. #1 Stayner, Ontario L0M 1S0  
Phone (705) 431-1838  
Email [Rick@Dobinsonconstruction.com](mailto:Rick@Dobinsonconstruction.com)

#### **Simcoe Sewer & Water Ltd**

Brent Settle  
5-525 West Street South Orillia, Ontario L3V 5H2  
Email [info@simcoesewer.ca](mailto:info@simcoesewer.ca)  
Phone (705)-325-8138

#### **Yorkton Contracting Ltd**

Vito Colucci  
3 -60 Marycroft Ave Woodbridge, Ontario L4L 5Y5  
Email [vito@ycgroup.ca](mailto:vito@ycgroup.ca)  
Phone (416)-407-3144

#### **Envision Excavating Ltd.**

Cameron Young  
138 Cedar Tree RD Fenelon falls , Ontario K0M 1N0  
Email [young\\_cam@outlook.com](mailto:young_cam@outlook.com)  
Phone (705)-928-7198

### **1. Additional authorizations/permits that are required after execution of the Agreement but prior to initiating works:**

- Road Occupancy Permit
    - Link to [Permit Application](#)
- Contact** – [Environment and Infrastructure Services Department](#) (705-326-1502)

## **WATER AND SEWER LATERAL SERVICE AGREEMENT**

### **2. Prior to Commencement of Work**

- Further to the execution of the Agreement by the City and acceptance of the above permit, the contractor will contact the Environment and Infrastructure Services Department to schedule a pre-construction meeting (705-329-7249).

### **3. Commencement of Work**

- Further to the pre-construction meeting the Contractor will be advised by the Environment and Infrastructure Services Department of a start date.

### **4. Connection to the Municipal Water and Sewer Mains**

- Staff from the City's Environment and Infrastructure Services Department will live tap into the watermain for services 2" and smaller. The City will inspect the sewer lateral which is connected by the contractor. The scheduling of the connection and inspection will be determined at the pre-construction meeting.

### **5. Inspection**

- City staff will inspect the worksite further to receipt of the New Service Locate Form for the Works and Services provided by the Contractor.

### **What happens when construction is complete?**

Once the service installations have been completed and inspected and the Service Locate Form has been accepted by the Environment and Infrastructure Services Department, the Planning Division will be advised of the completion of the installation. The Planning Division will then consider this Conditional of Provisional Consent as satisfied.

*Rev. January 10, 2025*