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Date: December 16, 2025

To: Affected Property Owners – Maple Trail, Lone Birch Trail, Ridge Avenue and Simcoe Road

Subject: Sewer Servicing Project – Grinder Pump and Building Permit Information Package

Dear Property Owners,

We are pleased to share an important update regarding the Maple Trail, Lone Birch Trail, Ridge Avenue, and Simcoe Road Sewer Servicing Project.

Construction of the low-pressure system is now complete. The new municipal sewer system has been successfully installed and tested. While the core work is finished, please note that some final restoration activities, such as landscaping and surface repairs, will take place in spring 2026.

As we move into the next phase, here's what you can expect:

- **Financial Information Package:** In January 2026, the Township will mail a detailed financial package to all affected property owners. This will include your property's specific financial obligation, payment options, and final interest rates.
- **Next Steps for Property Owners:** You now have up to three years to complete your private-side connection to the municipal sewer system. This includes obtaining a building permit, installing a grinder pump, and decommissioning your septic or holding tank if applicable.

In this package, you will find:

- **Resident Action Checklist:** A step-by-step guide to help you plan your connection.
- **Building Permit Information:** Details on how to apply, required documentation, and information on the inspection process.
- **Grinder Pump Information:** Technical requirements, installation guidance, and best practices for operation.

We sincerely appreciate your patience and cooperation throughout this significant infrastructure project. To confirm, no action is required at this time. You will receive the financial package in the new year and can wait before making any decisions or starting work. You will have three years to complete your connection, giving you flexibility to plan and prepare.

If you have questions or need assistance, Township staff are available to provide one-on-one support. Please feel free to reach out to Infrastructure staff at (705) 484-5374, ext. 232 or Building staff at (705) 484-5374, ext. 296.

Sincerely,

A handwritten signature in black ink, reading "Laura Pye". The signature is written in a cursive, flowing style with a large initial "L".

Laura Pye
General Manager, Development and Infrastructure
Township of Ramara

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Property Owner Action Items Guide

This high-level guide outlines the steps property owners will need to take to prepare for and complete their connection to the new municipal sewer system.



The sewer construction and testing is now complete. Property owners may choose to complete the following actions.



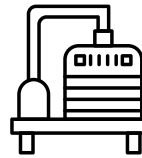
Get Quotes



Obtain Building Permit



Hire a Contractor

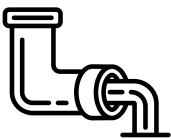


Purchase Grinder Pump*

*Installation of grinder pump should **not be completed** until property owners have a Building Permit.



Property owners are required to complete the following actions within three years:

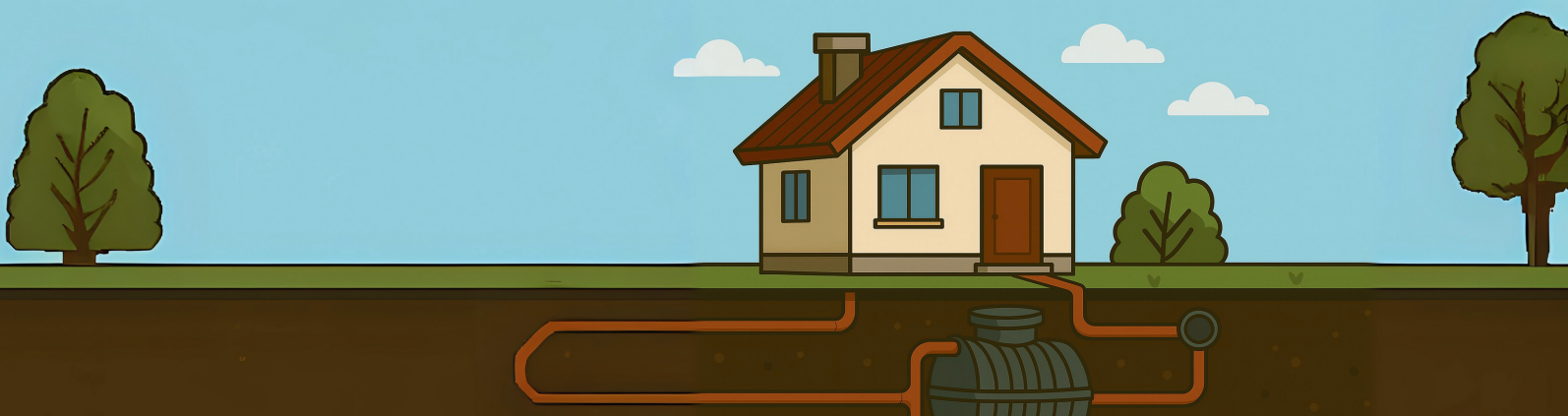


Connect to the Municipal Sewer



Decommissioning Septic or Holding Tank**

**Decommissioning is not required in the cases where the tank is being reused. See Grinder Pump FAQs.



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Property Owner Action FAQs

You can:

- Get contractor quotes
- Select a grinder pump
- Apply for a Building Permit

What is my contractor responsible for?

Your contractor will:

- Install your grinder pump
- Connect your home to the municipal lateral at the property line
- Complete any electrical work
- Decommission your septic or holding tank
- Restore your yard or driveway as needed

What should I look for when hiring a contractor?

Choose a contractor who:

- Has experience with grinder pumps
- Is licensed, insured, and WSIB-registered
- Provides a detailed, written quote
- Includes all work (installation, decommissioning, restoration) in the contract

Get multiple quotes to ensure a fair price and availability.

What type of grinder pump do I need and where do I get one.

Please reference the Grinder Pump Information Package.

Can I use my existing septic tank/holding tank?

This may be possible on a site-by-site basis depending on the age, condition, type and location of tank you have. Where feasible, the tanks may need to be partially decommissioned to reduce how long sewage is stored before pumping and how long the pump will need to run to empty the tank. This option should be reviewed with your contractor and the Township's Building Department.

When do I need to complete my connection?

You will have three years to complete your connection. This timeline is intended to give residents flexibility while ensuring full participation in a timely manner.

How do I get a building permit for the connection?

Apply online on the Township's website.

You'll need:

- A site plan/sketch showing the sewer lateral and structures. the Township can assist with templates for this step.
- Grinder pump specification and installation details
- Permit fee
- Possibly a Schedule 1 Designer Form if using an alternative method

Property owners can reach out in person at the Township Administration Building. If you require Township staff to input your Building Permit, a \$100 fee will apply. If your contractor is applying on your behalf, you will also need to provide your contractor with an Owner Authorization Form.

What inspections are required?

Once your Building Permit is issued, three inspections are required:

- Before backfilling when connecting
- Grinder pump installation/lines
- Final inspection – to confirm your old septic or holding tank is properly decommissioned

When can I connect my home to the new sewer system?

The system construction is now complete. You can connect once you have a Building Permit.

Can I do the work on my property myself?

Yes. Property owners can complete the work themselves; however, specific requirements must be met. If you would like to do the work yourself, you will need to complete the Owner/Designer Declaration. Please reach out to the Building Department for more information.



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Building Permit Information

A Building Permit (for all plumbing modifications) from the Township of Ramara will be required prior to the installation of the grinder pump system. This document provides property owners with key information about the Building Permit process. Please review carefully and keep this for reference.



How to Apply for a Building Permit

In order to apply for a building permit, you will need to have the following items decided:

- Contractor selected, if utilizing a contractor
- Grinder pump selected
- Plan for installation of the grinder pump, including the location.
- Are you re-using your septic tank? If so, please reach out to the Building Department before applying for your permit.
- Decommissioning plan for your septic tank, if applicable.
- Whether your installation meets the Township Standard Drawing, included in this package.



What do I Need to Apply?

In order to apply for the building permit, you need to have the following information ready:

- Property Address
- Site Plan/Sketch – Please contact the Township Building Department for assistance with this step. The Township has templated drawings that can be updated by your contractor or yourself, once the installation details are confirmed.
- Grinder pump specifications:
 - Manufacturer
 - Model
 - Flow rate, including discharge information (TDH). It should appear like 0.70 L/s at 30m TDH.
- Grinder pump installation details including location, tank size, and operation.
- Optional – If you are not following the Township Standard, you will also need a Schedule 1 Designer Form – to be completed by the contractor or owner, depending on who is completing the work.
- Optional – If your contractor is completing the application for you, you will also need to include an Owner Authorization Form
- Optional – If you are completing the work yourself, you will also need to include an Owner/Designer Declaration.

Payment Method – The fee is \$450 and includes all inspections and decommissioning. Payment can be made online with a debit/credit card, or at the Township Office with cash, cheque, or debit/credit cards. Go to the Township website [ramara.ca/BuildingPermit](https://www.ramara.ca/BuildingPermit) for more information and to apply.

Building Permit

General Information

Call before you dig! It is the law to get utility locates before you dig, even on your property. Please go to ontarioonecall.ca for more information and to request your locate. You can also call Ontario One Call at 1-800-400-2255 for assistance.

At the property line, there is a new shut off valve (also known as a curb stop). This valve belongs to the Township and should only be operated and maintained by the Township or the Township's Operating Authority (Ontario Clean Water Agency). After the curb stop, there is a short piece of pipe, followed by a check valve, and then another short piece of pipe, likely extending above grade, called a pigtail. This pigtail is to protect the valve and for assistance in locating the service.

The curb stop, check valve, and pipe are all 38 mm (1.5 inch). Please see the attached photo for more information. Your contractor (or yourself) should excavate back to the check valve and remove the pigtail that is currently attached. This pigtail is NOT to be reused. The pipe, on your property, should extend fully to new tank, without any connections.

Inspections are part of the process. Please contact the Building Department to schedule inspections via the Township website or call the Inspection Line - 705-484-5374 ext. 298. There will be at least three inspections:

- Before backfilling your pipe
- Grinder pump installation and/or lines
- Decommissioning your septic

Decommissioning Your Septic Tank:

There are three steps to decommissioning your septic tank:

- Connect to the new system.
- Pump out the tank. Keep the receipt for verification of this step.
- Install gravel/ sand fill into the tank
- It is recommended to push in the top of the tank to ensure that it will not settle in the future.
- It is recommended that any access points be removed.



Included with this information package are:

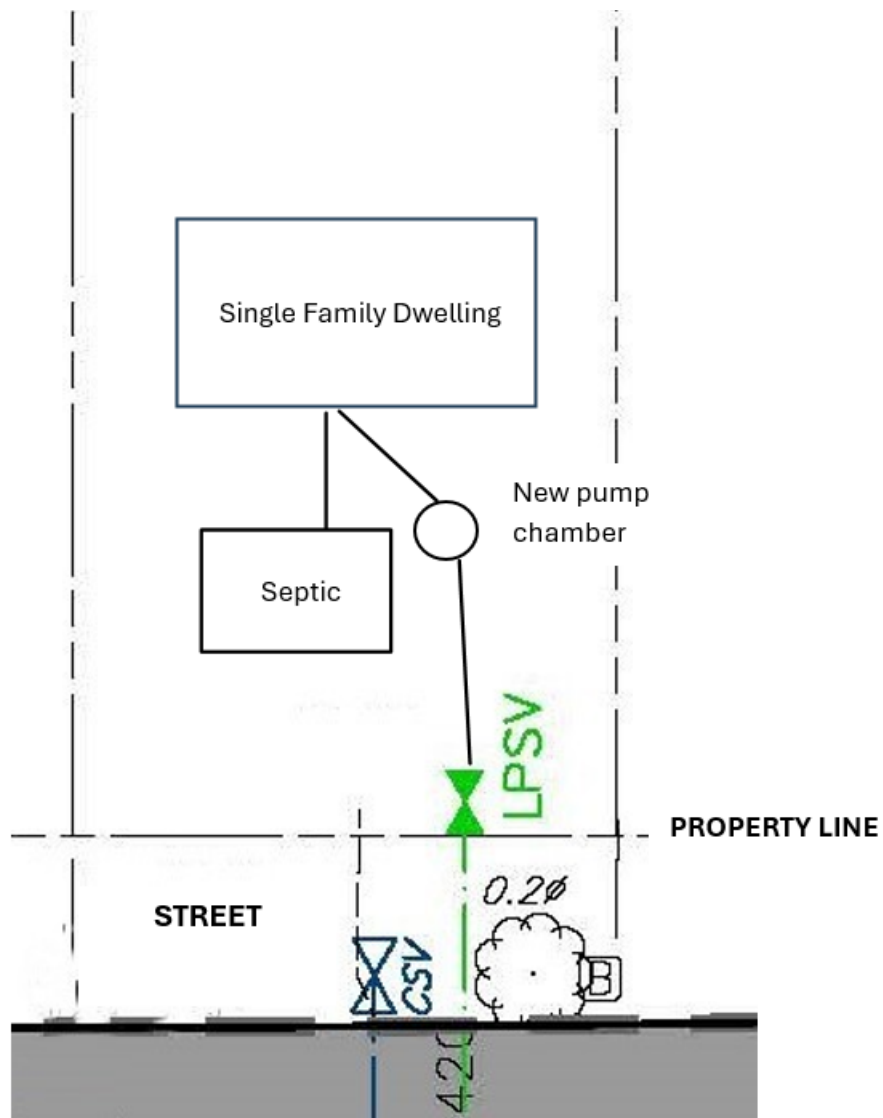
- Samples of Site Sketches and Site Plan
- Labelled Photo of a Typical Service Installation
- Standard Drawing
- Please reach out to the Building Department for any questions.



Sample Site Sketch

This is an example of a sample sketch that could be included with your Building Permit Application.

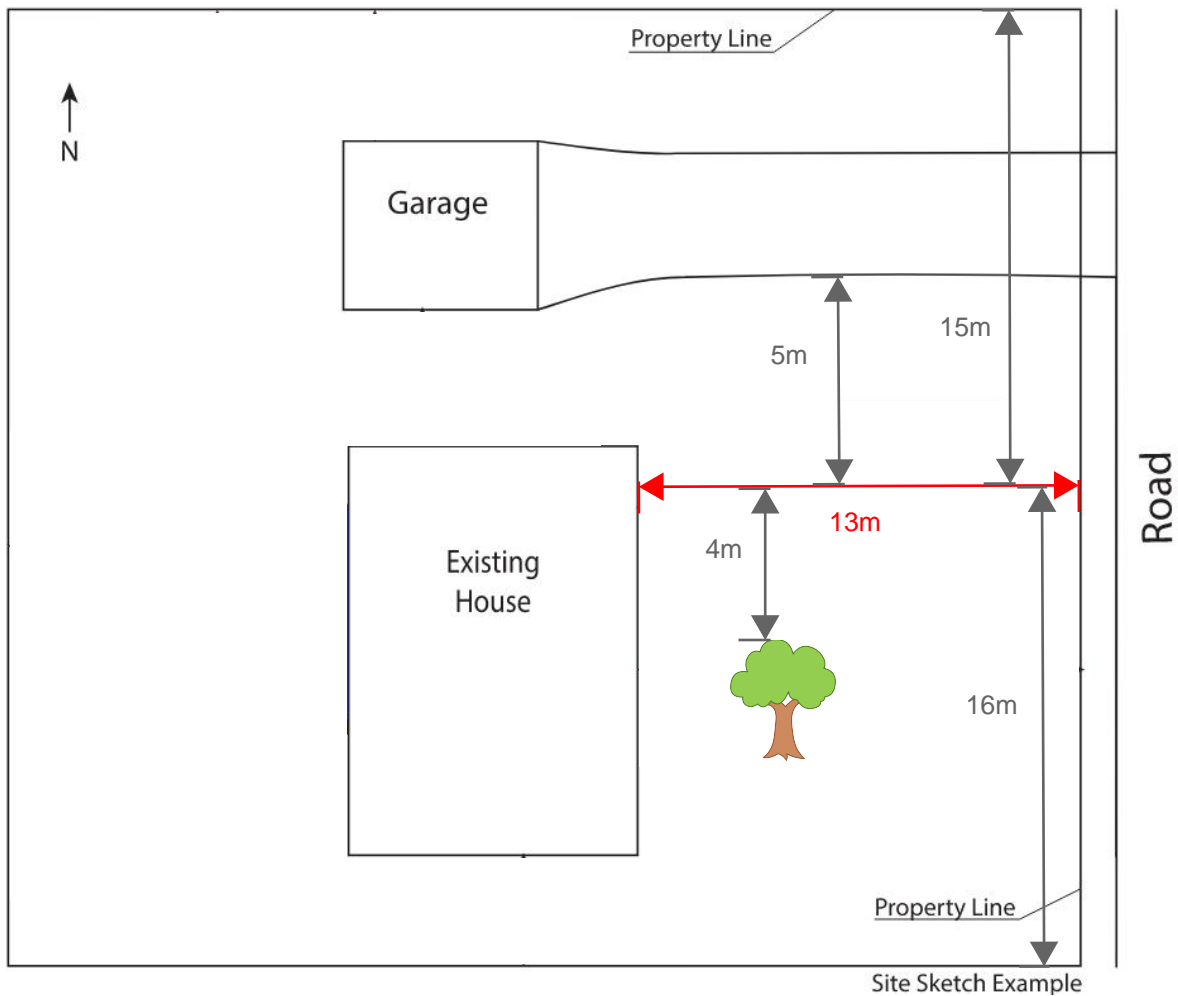
Please reach out to the Township for a template for your property to be filled in – 705-484-5374, ext. 285.



REQUIRED INFO FOR SITE PLAN

The site plan shows the aerial view of the property and clearly demonstrates the existing building with the proposed sewage line between the house and the property line.

Ensure to provide the length of the sewer lateral and setback to the property lines as well as any other defining features, like a driveway or tree.



Home Side

Pigtail

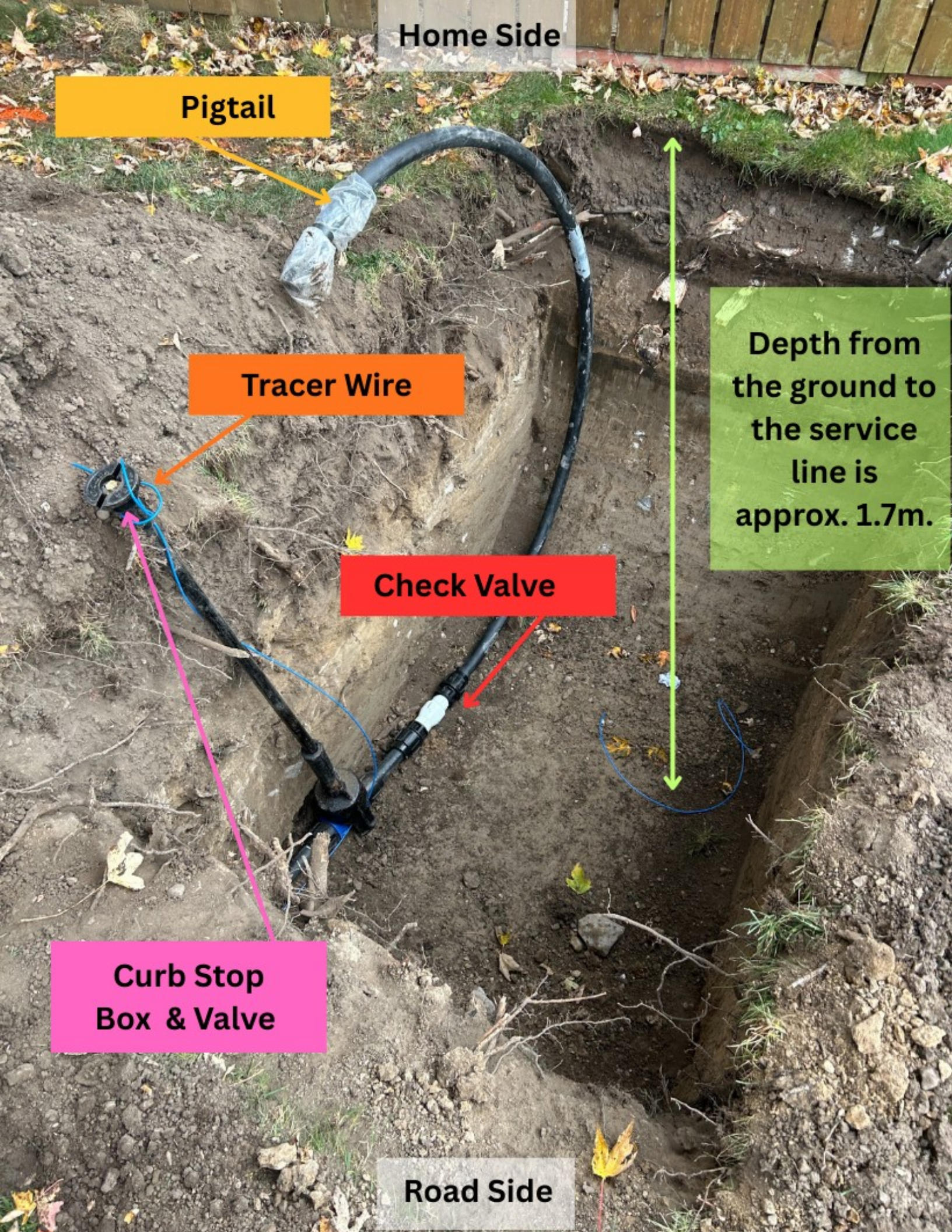
Tracer Wire

Check Valve

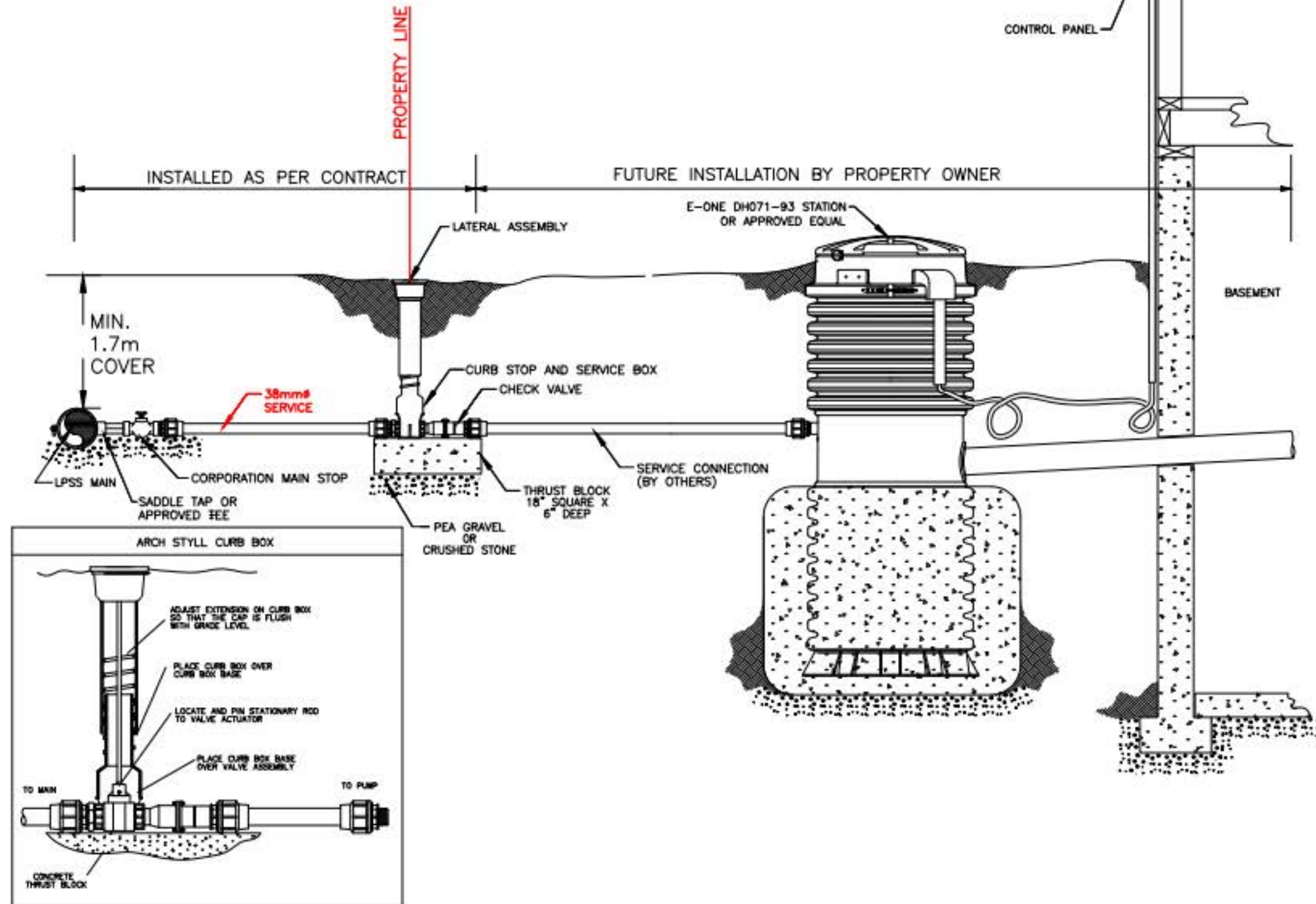
Curb Stop
Box & Valve

Depth from
the ground to
the service
line is
approx. 1.7m.

Road Side



TYPICAL LATERAL INSTALLATION



NO.	REVISION	APR'D	DATE	TOWNSHIP OF RAMARA	APR'D:	DATE: MAR/13
					DRAWN:	SCALE: NTS
				LOW PRESSURE SANITARY SEWER – GRINDER PUMP SYSTEM	STD. No. 128-R (MODIFIED)	

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Grinder Pump Information

This document provides property owners with key information about grinder pump requirements, installation timing and answers to frequently asked questions. Please review carefully and keep this for reference.

A Building Permit (for all plumbing modifications) from the Township of Ramara will be required prior to the installation of the grinder pump system. Please refer to the Building Permit Information Package.



What is a Grinder Pump?

Residents connecting to the Low Pressure Sanitary Sewer (LPSS) must install a grinder pump system and connect it to a lateral assembly at their property line. Typically, a grinder pump system consists of a grinder pump installed in a small below-ground pump basin made of high-density polyethylene (HDPE) with an above-ground control panel to operate the pump and notify homeowners of operating alarms.



Who will be Involved in the Grinder Pump Installation?

- Impacted Residents
- The Township Building Department
- Contractor



When will the Grinder Pumps Need to be Installed?

Residents will need to connect to the system within three years. Grinder Pumps can be installed once a Building Permit has been issued. This will serve as your "Ready to Connect" notification. Please refer to the Building Permit Information Package for more information.



Where will the Grinder Pumps be Installed?

The grinder pump will be installed outside on your private property. They will be located inside a tank with an access cover that should be accessible for maintenance and inspection purposes. The exact location will depend on your plumbing configuration and lot requirements.



How will the Grinder Pumps be Installed?

The grinder pump will need to be installed by a professional contractor following the approval of a Building Permit. Choose a contractor who:

- Has experience with grinder pumps
- Is licensed, insured, and WSIB-registered
- Provides a detailed, written quote
- Includes all work (installation, decommissioning, restoration) in the contract

Get multiple quotes to ensure a fair price and availability.

Grinder Pump Technical Requirements

The LPSS was designed for a semi-positive displacement grinder pump capable of pumping low flows at high head, or high pressure. Pumps installed by a homeowner must be able to pump 0.69 to 0.95 L/s (10.9 to 15.1 USGPM) at 0 to 45 m (148 ft) head to be compatible with the LPSS. The connection at property line is 38 mm (1.5 inches). A complete pre-packaged grinder pump system meeting all design criteria can be purchased from Environmental One Corporation. Residents wishing to install an alternative grinder pump system are welcome to do so but must submit with their Building Permit application proof of its compliance with the above design criteria. See Grinder Pump Technical FAQs for alternates.

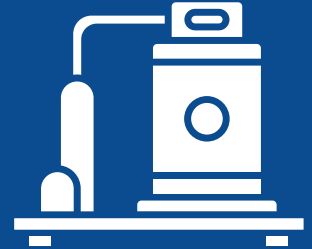
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Grinder Pump Technical FAQs

What type of pump do I need?

The grinder pump station should generally conform with the Environment One (E-One) model DH071-93 package pump station referenced in the Township Engineering Design Standards and on Detail Drawing STD. No. 128. For more information, including a copy of this drawing, please refer to the Building Permit Application Information Package.

The design of the low-pressure sewer is based on the operating performance of this model so it is compatible with the overall sewer servicing design. The pre-packaged unit is available in several depths so installation is somewhat customizable to existing service depths.



Are there other pump options?

An alternate grinder pump with very similar performance specifications to the E-One is available in the Zoeller Model E810. The manufacturer does not list a pre-packaged station using this specific model of pump, so availability and installation should be discussed with your contractor and the manufacturer or local supplier. The operation of several other pumps from different manufacturers were reviewed for compatibility with the low-pressure sewer to provide residents with additional alternatives.

While these options are compatible, they operate at a lower operating head than the E-One and Zoeller options. Some are also available as pre-packaged systems. Any alternatives should be discussed with your contractor.

- Zoeller Model WDH820
- Flygt 3068 with 5.4" Impeller
- Barnes OGVF2022CE Pentair HP G200 (5" Diameter)
- Liberty Pumps LSG 200
- Myers Model WGL20

What is a pre-packaged system?

A pre-packaged system typically includes several of the components of a grinder pump station in a pre-assembled package to simplify installation. Typically, they will include the tank, pump, float controls, internal piping and wiring so installation is simplified.

Where can I get one of these pumps?

It is best to discuss sourcing the pumps with your local contractor; however, each manufacturer will typically provide contact information for a local supplier on their website or at their contact number.



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Grinder Pump Technical FAQs

What does “Lower Operating Head” mean?

All pumps operate within a performance range called a pump curve. At one end of the curve there is the highest flow a pump can reach and at the other end the highest pressure a pump can push against before the flow stops. “Head” is another term for this pressure. The pumps with a lower operating head will stop flowing at lower pressures than the other models discussed.

How do flow and pressure levels impact my water service?

The pressure in a low-pressure sewer system varies depending on how many pumps are actively pumping at any given time and their location. The more pumps that are turned on, the higher the pressure can get at the upper reaches of the system. This pressure affects how fast a pump can empty its storage tank.

Is there anything else I should know?

Generally, low-pressure sewer pipes are installed about 1.7 metres below ground to prevent freezing. In some areas with higher groundwater levels, the service line may need to be installed at a shallower depth of about 1.2 to 1.5 metres. If your service line is shallower than 1.7 metres, we recommend adding insulation to help protect it from frost and freezing.

What if everyone’s pump turns on at the same time?

Although the probability of this situation is low, the pumps closest to the outlet of the low-pressure sewer will empty first and pressure in the system would gradually be reduced upstream. In this case, the check valve installed on your service will prevent flow coming back through your line until normal operation can resume.

Can the contractor or property owner operate the new shut off that is at the property line?

No, this shut off valve is Township infrastructure and must be maintained by the Township. The Township's contractor, OCWA, will operate this valve. This valve should be at or near ground level. If the valve is raised and you would like it lowered, please contact the Township Office.

What are the minimum specifications for the grinder pump?

Flow: 0.69 to 0.95 litres per second (10.9 to 15.1 USGPM); Head: 0 to 45 metres (148 feet); Must be a semi-positive displacement grinder pump capable of pumping low flows at high head. The connection at the property line is 38 mm (1.5 inches) High Density Polyethylene (HDPE) pipe. The pipe is 38 mm (IPS) OD HDPE, DR 11.

Will the Township approve my pump choice?

Yes. As part of your Building Permit application, you must provide the pump’s manufacturer and model so the Township can confirm compliance.

When can I install my grinder pump?

Installation should not occur until you receive your Building Permit. Inspections must take place while the grinder pump and lateral are open and visible. Installing it too early could lead to rework or non-compliance.

Where does this need to be installed?

This will vary on a site-by-site basis, but typically the best location is on the pipe between the dwelling and your existing septic tank or holding tank. Location and layout of connections should be discussed with your contractor as part of the permit application process.

Can I use my existing septic tank/holding tank?

This may be possible on a site-by-site basis depending on the age, condition, type and location of tank you have. Where feasible, the tanks may need to be partially decommissioned to reduce how long sewage is stored before pumping and how long the pump will need to run to empty the tank. This option should be reviewed with your contractor and the Township’s Building Department.



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Grinder Pump Operation Best Practices

A grinder pump plays an important role in moving wastewater properly and efficiently into the main sewer system. Sewage grinder pumps take the solids and liquids from the home and grind it up so that it can be pumped into the main sewer pipes that lead to a wastewater treatment facility. Ownership and responsibility for continued operation of the pump remains with the property owner.



Do not flush anything other than wastewater and toilet paper. This includes avoiding grease, oil, wipes, feminine hygiene products, hair, cotton swabs, and any non-degradable items like plastic.



Use water-efficiently and spread out high-usage tasks. Reduce strain on the pump by avoiding running multiple high-water-use appliances, such as a dishwasher and washing machine, at the same time.



Understand your system's alarm. If the alarm on the control panel activates, immediately stop using all plumbing fixtures and call a professional for service.



Schedule annual professional inspection. Hire a certified plumber or contractor to check the pump and control panel, clean the system, and replace any defective parts.



Regular maintenance is key. Professional service should include flushing the system, checking valves, and inspecting the pump itself.

Going Away?

If you go away on vacation for a length of time, flush the system before you go away. Run clean water into the unit until the pump activates. Turn off the water and allow the grinder pump to run until it shuts off automatically. This process will clean out the pump and the pipes, leaving the tank filled with a minimum amount of clean water. This will also help to minimize odours that could accumulate during vacation.

Power Failures

If a power failure affects your home, your grinder pump will also lose power and will not operate. The grinder pump tank has a small holding capacity. Interior water use should be severely limited until power is restored. Similar to a septic or holding tank, the homeowner could install a backup generator to maintain function of the grinder pump.

Please note, you will still have water during power outages. However, if the grinder pump is without power, water use during the outage can lead to overflows and sewage back up into the home, which is the homeowners' responsibility.