

# Village of Stirling

## Policy #DV06-23

<b>Section:</b>	ADMINISTRATIVE	<b>Subject:</b>	Underground Service and Road Crossing Policy
<b>Approval Date:</b>	June 7 <sup>th</sup> , 2023		

### Underground Service and Road Crossing Policy

#### Policy Statement:

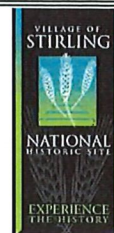
The Village of Stirling recognizes at times there may be requests for underground servicing and road crossing to occur within the Village. As such the Village has established the Underground Service and Road Crossing Policy as a means for applicants to have these requests addressed.

#### 1. Definitions

- a. **Road crossing** means any pipe installed across a road to convey gas, oil, water, sewage, etc.
- b. **Oiled or light surface roads** means roads which have a light asphalt or oil surface.
- c. **Local roads** means all roads other than secondary roads, oiled roads, or primary provincial highways.
- d. **Unimproved road allowances** means road allowances which have no constructed roads on them.
- e. **Punched/bored** means pneumatic or auger equipment used to obtain passage under a roadbed without disturbing the surface.
- f. **Open Cut/Trenching** means an open cut ditch across roadbed through road surface.
- g. **Plough** means a pull type or self-propelled machine used to bury plastic pipe and aluminum pipe in the ground in a continuous one-step operation, thus eliminating trenching and backfilling.
- h. **Approved or otherwise approved** means approval by Council and/or authorized Village personnel.
- i. **Pipeline** means any piping system, as set forth in the *Pipeline Act*, c P-15, RSA 2000 and Amendments thereto, used in the transmission or gathering and/or distribution of gas, oil, water, sewage, minerals, etc.
- j. **Owner** means the owner and/or operator of a pipeline or integral part thereof.

#### 2. Pipelines

- a. All pipelines paralleling road allowances, either improved or unimproved in the Village,



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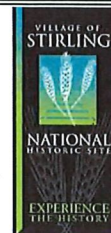
will not be closer than 1 meter (3 feet) to the boundary of road allowances at any point, unless otherwise approved.

- b. Where pipelines have to cross a road, no bends will be permitted in that portion of the pipeline within the boundaries of the road allowance or within 1 meters (3 feet) of the boundaries on either side of the road allowance, without being approved.
- c. The Village will be supplied with a detailed map, plans, and drawings for all proposed pipelines and/or extensions or revisions, before any construction. These drawings will show locations(s) of proposed road crossing(s).
- d. The Village will not be liable for any damage, injury or other costs or inconvenience arising from the construction, maintenance or operation of any pipeline or any integral part thereof within the Village.
- e. All pipeline right of ways will be restored to their original condition or to the satisfaction of Village staff.

### 3. Road Crossings

Individuals, companies, co-ops, taxpayers, and any other parties or their respective agents (hereafter referred to as "Applicants") may conduct road crossing activities on Village road allowances after receiving written permission and construction requirements from the Village.

- a. If considered necessary, the Village may inspect proposed or installed crossings at any time with representatives of the pipeline owner or contractor concerned.
- b. All improved roads must be punched from shoulder to shoulder. Shoulder punching will take place in the ditch areas no less than 1.80 meters (6 feet) from the road shoulder unless approved otherwise by the Village.
- c. The depth of all road crossings will be a minimum of 1.20 meters (4 feet) below bar ditch, unless improvements to the road are proposed in the near future. The depth will be maintained throughout the entire road allowance and the line will be free from bends and rises.
  - a. Road crossings which are to be improved may be required to be installed deeper to prevent damage to pipe. These installation depths will be determined individually and the expense will be paid by the owner.
- d. All road crossings of oiled or light surfaced and other local roads which carry a substantial amount of heavy traffic, as determined by the Village, will be steel pipe or aluminum, as set down by the CSA code and other regulations.



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- i. All other road crossings of improved roads will be series 100 plastic pipe at minimum, or as set down by CSA or other regulations.
  - ii. On unimproved road allowance the same type of pipe may be used as field ploughing and may be ploughed in as same, providing a proper installation be made, in case of improvements to the road at the cost of the owner.
  - iii. All road crossings must be installed as close to 90 degrees as possible.
- e. Road crossings will be installed so they will not cause inconvenience to the public.
- i. Where a detour is necessary, Alberta Transportation guidelines must be followed. Signs and warnings must be installed.
  - ii. All detours and responsibility are at the cost of the owner.
- f. The Applicant will pay a non-refundable inspection fee as set out in the Fees and Services Rates policy. The fee is for pre- and post-inspection and is required to be paid up front by the Applicant before construction commences.
- g. The Applicant is responsible to restore the disturbed area of the road allowance, surface top and borrow pits, back to their original condition before the construction. Damages will be repaired within five days of completing the road crossing project.
- h. The cost to return the road allowance surface to the condition before the Applicant's activities will be the responsibility of the Applicant. If the Village is required to repair any damages, the Village will invoice the Applicant for the work. The Village's invoice will be paid on receipt.
- i. The maintenance and repairs to the disturbed area of the road allowance will be the responsibility of the Applicant for one year after the date of completion. If the Village is required to make repairs from time to time within the one-year period, the Applicant will be responsible for the cost incurred by the Village.

#### 4. Construction

- a. The Village will not be responsible for any backfilling or maintenance of right of ways.
- b. Any debris must be cleaned up immediately, such as plastic wrappers, etc., which may harm appearance of land or cause harm to animals or human life.

  
 Mayor – Trevor Lewington

  
 CAO – Scott Donselaar

# Village of Stirling Road Crossing Application

<b>Applicant Name</b>	<b>Date</b>
<b>Phone</b>	<b>Email</b>
<b>Mailing Address</b>	

## Underground Service and Road Crossing

Crossing Details							
Type of Crossing		Type of Roadway		Crossing Location/Legal Land Locations		Contractor Details	
Oil & Gas		Undeveloped R/W		From	To	Contractor Name	
Potable Water		Gravel Road				Phone Number	
Raw Water		Oiled Road		Grid Road Name		Email	
Canal		Paved Road		Road Closure	Yes	Date of Construction	
					No		
Electrical/Cable		Other		Pipe Diameter		Casing Diameter/If required	
Other		Specify		Type of Crossing	Drill	Open cut only permitted for abnormal conditions	
					Open Cut		

Application Checklist	Other Information
Completed Application	<p><b>Applicant to review Policy DV06-23 Underground Service and Road Crossing and address the items listed within.</b></p> <p><b>Applications can be emailed to:</b>  <a href="mailto:cao@stirling.ca">cao@stirling.ca</a></p>
Crossing Fee Submitted	
Reviewed Policy DV06-23	
Engineered Drawing(s) (optional)	
Traffic signage plan	

<p><b>Describe the project in detail. Photos to be included in addition (if available)</b></p>

# Village of Stirling Road Crossing Application

<b>Location Description Sketch: N/A if attached in alternate format</b>
<b>Include Street and Avenue</b>

The applicant agrees to the conditions outlined in Policy DV06-23 unless otherwise given specific permissions from the Village of Stirling.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

<b>Office Use Only</b>		
Approved/Denied		Date
Road Authorization Number	RC-	
Village Representative name and signature		
Village Representative Comments/conditions		