

**JOHN S. BATIUK REGIONAL WATER COMMISSION**  
**PROCEDURES FOR CROSSING AGREEMENT**

- .1 The company or authority requesting permission to cross the Commission's pipelines or undertake any type of surface work adjacent to or within the Commission's Right-of-Way must complete the Application for Crossing Agreement and forward to the attention of:

Manager  
John S. Batiuk Regional Water Commission  
PO Box 220, 4924 51 Ave,  
Bruderheim, AB T0B 0S0

**(PLEASE NOTE: A CROSSING APPLICATION FEE OF \$ 750.00 IS TO ACCOMPANY ALL CROSSING APPLICATIONS/REQUESTS TO THE COMMISSION PRIOR TO THEIR CONSIDERATION. IN THE EVENT AN APPLICATION IS REJECTED, THE APPLICATION FEE WILL BE REFUNDED TO THE APPLICANT LESS ANY COSTS INCURRED BY THE COMMISSION).**

- .2 Every underground crossing application must be accompanied by a plan and profile drawing prepared and stamped by a professional engineer, licensed to practice in the Province of Alberta, detailing the nature of the proposed crossing in relation to the Commission pipelines.
- .3 Applications for an underground crossing shall be designed by, and bear the seal and signature of a professional engineer licensed to practice in the Province of Alberta and the following conditions shall apply:
- a) A design *prepared* by a professional engineer licensed to practice in Alberta shall be provided to the Commission with the Application.
  - b) No construction or entry shall be made on the Commission's right of way until written approval is granted to the Application by the Commission and the other terms and conditions hereinafter described to be met or provided by the Applicant shall have been met or provided. A design shall be required prior to any approval.
  - c) Approval is subject to the acceptance of the detailed design drawings by the Commission.
  - d) Approval does not preclude other approvals or applications being required by the applicant, such approvals or applications, including associated costs, being the responsibility of the applicant.
  - e) Nothing in the application lessens the obligations or requirements set forth in the Commission's Bylaws which the applicant shall be familiar with.
- .4 All underground Crossings are to cross under the Commission's pipelines utilizing trenchless methods.
- .5 Open trench crossings will be permitted only if the following conditions can be provided and if approved by the Commission.
- a) If open trench method is to be used to cross the Commission's Right-of-Way, the applicant will be required to provide the proposed method of support of the Commission's pipeline during construction and the proposed method of placing and installing backfill underneath the Commission's pipeline to be achieved without compromising the integrity of the Commission's

pipeline. No entry shall be made onto the Commission's right of way until written approval is granted by the Commission and other terms and conditions set out herein have been met.

- b) A bond *shall be provided* for an amount *set out* in the conditions of the Crossing Agreement issued by the Commission. The bond shall be used to cover such costs as backfill settlement within the trench, seeding of excavation zone and to provide as-built information when work is completed in the event of the failure of the Applicant to deal with these issues.
- c) The applicant shall provide insurance to cover the constructed works in an amount acceptable to the Commission. The Commission shall be included as one of the insured on the policy.

**Upon receipt of the application, the Commission will forward same to the Commission's Consulting Engineer for review and recommendation. Initial review may require up to 2 to 3 weeks.**

- .6 If approved, the Commission will return the application along with two (2) copies of a Crossing Agreement for execution by the applicant and an estimate of the engineering, legal and administrative costs. Once the Crossing Agreement is executed by the Applicant, two (2) executed copies of the executed Crossing Agreement shall be returned to the Commission by the Applicant with payment for the estimated engineering, legal and administration costs. Once the Agreement is executed by the Commission, one (1) copy will be returned to the Applicant. A copy of the approved Application and Crossing Agreement must be retained on site by the applicant during all construction activities.
- .7 The applicant shall advise the Commission Operators at (780) 417-7148 of the pending crossing schedule. The Commission Operator will then arrange for an inspection of the crossing and will provide a report to the Commission Manager.
- .8 Within 60 days of the completion of the crossing, the applicant shall provide the Commission with "as built" drawings and the names and telephone numbers of the persons to be contacted should an emergency arise at the crossing in question. If 'as built' information is not submitted within 60 days, the Commission reserves the right to engage their consulting engineers to complete the 'as-builts' and back charge the applicant for this service.
- .9 The applicant will be responsible for all engineering, legal and administrative costs incurred by the Commission in connection with the crossing and the applicant will be invoiced accordingly. The invoice is due upon receipt.

#### **PLEASE NOTE – CROSSING REQUIREMENTS**

- i) **For all underground crossings the Commission pipelines *shall* be hand exposed and elevation and location confirmed prior to any construction within the Right-of-Way.**
- ii) **A minimum separation of *one (1) metre* is required between proposed underground facilities and the Commission's pipelines.**
- iii) **The Commission's steel pipelines are cathodically protected via impressed current. When required by the Commission's consulting engineers, install at the point of crossing, buried cathodic protection test leads and; if and when required, install and maintain buried cathodic protection apparatus. The whole cost of providing installation and maintenance of any such cathodic protection *shall* be paid and borne by the applicant.**
- iv) **The Commission's pipelines are not to be backfilled prior to inspection of the completed crossing by the Commission.**

- v) **Marker signs shall be erected at each limit of the Commission easement *and* on the centerline of the proposed underground construction.**
  - vi) **In no case shall the final earth cover on the Commission's pipelines be reduced from what presently exists without written permission from the Commission's Engineer.**
  - vii) **No self-propelled equipment or vehicles shall be allowed to operate or travel across the Commission's pipelines unless there is a minimum of 1.5 metres of soil separation from the top of the pipelines.**
  - viii) **For all crossings involving roadway widening/realignment construction where As-Built drawings of the Commission's pipelines indicates the existence of a steel casing at the crossing location, it shall be a requirement that the casing is extended beyond the full width of new right-of-way limits of the proposed roadway. New test leads will need to be installed on the extended steel casing. Signed and sealed engineering drawings of the proposed casing extension are to be submitted for Commission approval.**
  - ix) **Any disturbance within the Controlled Area of the Commission/s Pipeline (30 m from the centre of the pipeline) requires a Proximity Agreement.**
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**CROSSING APPLICANT**

NAME: \_\_\_\_\_

ADDRESS:

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

Email: \_\_\_\_\_

**LOCATION OF  
CROSSING:** \_\_\_\_\_

(Legal Description Lot, Block, Plan Number)

**AGENT ACTING ON BEHALF OF APPLICANT**

I am/we are acting on behalf of

\_\_\_\_\_ and do hereby apply for an agreement to cross the pipelines(s).

Agents Name: \_\_\_\_\_

Address:

\_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**FIELD CONTACT INFORMATION:**

Field Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**TYPE OF CROSSING:** (Check appropriate box)

- Underground (pipeline, duct, conduit or cable)
- Overhead (wire or cable)
- Surface (road, highway, surface modification)
- Hydrovac Work
- Proximity to Commission Pipeline

**MATERIAL SPECIFICATION (Underground):**

- Pipeline diameter (if applicable) \_\_\_\_\_
- Operating Pressure \_\_\_\_\_
- Wall Thickness and /or pressure rating \_\_\_\_\_
- Angle of Crossing \_\_\_\_\_
- Burial depth \_\_\_\_\_
- Minimum clearance from Commission Pipeline \_\_\_\_\_
- Backfill material between lines \_\_\_\_\_
- Cathodic Protection YES  NO
- Test station at Crossing  YES

**MATERIAL SPECIFICATION (Overhead)**

- Overhead cable/wire specification \_\_\_\_\_
- Minimum height above ground \_\_\_\_\_
- Nearest tower or pole \_\_\_\_\_
- Angle of Crossing \_\_\_\_\_
- Surface Treatment and width \_\_\_\_\_
- Special protection proposed for Commission Pipeline \_\_\_\_\_

**MATERIAL SPECIFICATION (Surface):**

- Angle of Crossing \_\_\_\_\_
- Maximum height of fill above existing ground (for road)  
\_\_\_\_\_
- Surface Treatment and width  
\_\_\_\_\_
- Special protection proposed for Commission Pipeline  
\_\_\_\_\_

SIGNATURE OF APPLICANT:

\_\_\_\_\_

DATE:

\_\_\_\_\_

FOR COMMISSION USE ONLY:		YES	NO
DATE APPLICATION RECEIVED: _____	APPLICATION FEE INCLUDED:	<input type="checkbox"/>	<input type="checkbox"/>
CONSULTING ENGINEER'S RECOMMENDATION:	APPROVED:	<input type="checkbox"/>	<input type="checkbox"/>
	REFUSED	<input type="checkbox"/>	<input type="checkbox"/>
	APPROVED SUBJECT TO CONDITIONS:	<input type="checkbox"/>	<input type="checkbox"/>
CONSULTANT'S COMMENTS: _____ _____ _____ _____			
APPROVED/REFUSED BY COMMISSION MANAGER: _____			
DATE:			