

VULCAN COUNTY POLICY NO. 21-1000			Sub-Surface Facility Regulations	
Effective: March 30, 2005			Last Amended: December 4, 2024	
Cross Reference: MTN 2005-03-96			Page 1 of 5	
Amended: MTN 2009-04-29		MTN 2010-01-15		
MTN 2011-08-15		MTN 2014-04-10		
CC 2020-02-05-04		CC 2024-12-04-08		
Review Date:				



Sub – Surface Facility Regulations

PURPOSE

These regulations shall govern standards and procedures used in the construction, maintenance and operation of any and all sub-surface facilities and/or integral parts thereof, or extensions thereto within the County. Provincial regulations will also be followed at all times.

PROCEDURE

1. The erecting or excavating with respect to any structure over, under or along any highway, road, street, lane, alley, bridge, river, stream, watercourse, lake or other body of water within the County including the air space above and the ground below for any purpose whatsoever is prohibited without permission from the authorized County personnel.
2. A Facility shall be deemed to be any piping system used in the transmission and/or gathering and/or distribution of gas, oil, water, waste water, mineral or other commodity; and shall include communication lines, electrical lines, fiber optics, and any other specified installation.
3. A facility which is to be installed within the boundaries of a road allowance may be installed by plough-in method, at a minimum depth of 1.8 metres (6 feet) below ditch bottom and nearest possible to the ditch back slope. The open-cut method may be utilized, but requires site inspection by County personnel and approval in writing.
4. All facilities paralleling any road allowance shall not be nearer than 30 meters at any point to the nearest boundary of the road allowance, unless otherwise approved by the authorized County personnel, in writing.
5. Where a facility must cross a road, no bends shall be permitted in that portion of the facility within the boundaries of the road allowance or within 30 meters of the boundaries on either side of the road allowance unless otherwise approved by the authorized County personnel, in writing.
6. Any facility that must cross a road must cross at a 90 degree angle to the road allowance unless otherwise approved by the authorized County personnel.
7. The County shall be supplied with a detailed map, plans and drawings for all proposed facilities and/or extensions or revisions thereto, prior to any construction.

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8. The County shall be notified a minimum of 48 hours prior to the start of construction. All construction must be performed within normal County work hours which are 6:00 am to 6:00 pm Monday through Friday during the summer season and 6:00 am to 6:00 pm Monday through Thursday during the winter season. A County representative may be on site during all work performed in the County right of way.
 1. Any work performed in the County right of way outside of these times will be subject to a fine of double the agreement fee, unless written approval from the Director of Operations has been received 48 hours prior to start of construction.
 2. The County may at their discretion excavate and expose all work performed outside of these time lines for inspection. All costs incurred will charged back to the owner of the utility.
9. The County shall not be liable for any damage, injury or other costs or inconvenience arising from the construction, maintenance or operation of any facility within the County. The owner of the utility must provide proof of general liability insurance covering bodily injury and property damage prior to the start of construction.
10. All facility right of ways shall be restored to their original condition or to the satisfaction of the authorized County personnel.
11. If deemed necessary, authorized County personnel may inspect facility construction and/or installation at any time with representatives of the facility owner or contractor.
12. All facility crossings on all developed paved or oiled roads must be punched or bored within the boundaries of the road allowance. For a facility greater than 600mm (24") crossing a paved or oiled road, a request to do an open cut may be submitted in writing to the Director of Operations, if approved the crossing must be designed and supervised by a qualified licensed Engineering firm.
13. An irrevocable letter of credit of an amount specified in Schedule "A" of current Fee for Services bylaw must be posted for ALL open cut facility crossings on all developed roadways. This will be held for 1 (one) year after completion of the crossing. The irrevocable letter of credit will be used at the discretion of the County and its representatives for the repair of the section of road in question.
14. All facility crossings 254mm (10") or less on developed gravel roads must be punched or bored within the boundaries of the road allowance. Facility crossings of greater than 254mm (10") may be done by open cut upon permission being granted from the Director of Operations. Notification of crossing projects will be sent to the Divisional Councilor via email.

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15. All crossings approved for open cut trenching shall be back filled in 200mm. (8") lifts and compacted to a 97% proctor density. When back-filled the gravel must be restored to the satisfaction of the authorized County personnel.
16. The facility crossing area of any road will be the responsibility of the facility owner.
17. All expenses relating to the crossing shall be the responsibility of the facility owner.
18. The depth of the road crossing shall be 1.8 metres (6 feet) below the existing road ditches within the confines of the road allowance, unless improvements to the road are proposed or expected in the near future, in which case the depth will be, as determined by the authorized County personnel.
19. All facilities crossing a road shall be installed according to the following:
 - a) shall meet the latest standards as outlined in CSA Z662-99 adopted in July, 1999; or
 - b) if a lesser standard is proposed it shall be installed inside a larger diameter carrier pipe or casing. This is to facilitate ease of removal or repair should the facilities' integrity come into question, and reduces possible damage due to heavy traffic and ground shifting.
20. On unimproved road allowances, a carrier pipe or casing will not be required and the depth of the crossing shall be the same as in the adjoining lands. Unimproved road crossings will be allowed using the open-cut or plough-in method. Should the unimproved road allowance be subject to upgrading by the County, the owner of the facility shall be responsible for the alterations necessary to meet the standards as specified for crossing a developed road.
21. All facilities crossing a road allowance must be marked by signs, and such markings shall be maintained by the facility owner at their expense until such time that the facility is taken permanently out of service and abandoned. Signs shall consist of a metal post and placard, a minimum of three (3) feet into the ground and four (4) feet above ground. Each placard will contain the facility owner's name, emergency contact phone number, and the type of facility that is buried beneath. The placard must measure 45 cm X 30 cm. Signage will be installed by Vulcan County Public Works. The cost of signage will be charged back to the facility owner as per Vulcan County's Fees for Service Bylaw.
22. All road crossings shall be installed in such a manner as to incur the least amount of inconvenience to the travelling public as possible. Should a detour be necessary, the provision of such, along with signage and maintenance shall be the responsibility and expense of the facility owner. All detours must be approved by the County prior to the start of construction.

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23. The owner of the facility, at his expense, shall upon the request of the authorized County personnel, assist in establishing the location and depth of the facility.
24. The owner of the facility shall upon the request of the authorized County personnel and at his own expense, lower or relocate the facility when deemed necessary.
25. Road crossings on the crest of a hill shall be avoided at all times.
26. All debris associated with the construction or installation shall be removed from the site upon completion of construction.
27. When a pressure compensating regulator is required on the pipeline, and the installation of the regulator adversely affects farming operations, the regulator shall upon request, be permitted to be installed immediately adjacent to the road allowance, but on private property. All expenses involved in the construction and those involved following a request of the authorized County personnel to relocate the facility are the responsibility of the pipeline owner.
28. When regulators are installed within 30 meters of a road allowance, they must be protected on the three sides accessible to traffic by a barricade consisting of continuous guardrails similar to those commonly used on bridges, and the installation must be legibly signed indicating ownership of the installation.
29. Upon receiving approval from authorized County personnel for an installation, the facility owner agrees to save harmless Vulcan County along with its officers and employees from and against all claims, damages, suits, actions and causes of actions or cost that the County may suffer or be put to by reasons of the County granting permission for the said facility crossing.
30. Should authorized County personnel determine there are required repairs or maintenance needed at the crossing area, necessitated by the crossing, the facility owner will be responsible for the costs of all such corrective actions.

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