

RURAL MUNICIPALITY OF RENO NO. 51 – POLICY 1-08

DRILLING LICENSES – OIL AND GAS AND EXPLORATION

Purpose: To set out terms and conditions for the issue of an oil/gas drilling license as per Bylaw Number 197/06.

- Drilling licenses are issued as per Bylaw No. 197/06 at a fee of \$450.00 for the drilling of an oil or gas well, and \$225.00 per hole for exploration below the drift for the purpose of obtaining geological and structural information.
- The oil or gas well operator, not the drilling contractor, is invoiced upon receipt of notice from the lease owner or their consultant, or upon receipt of Ministry of Energy and Resources notice for the drilling of an oil or gas well.
- The drilling license fee must be paid **prior** to drilling the oil/gas well.
- Drilling licenses are issued subject to the following conditions:
 - When conditions warrant, temporary dust control, excluding calcium chloride, shall be applied to municipal roads past occupied dwellings before moving heavy equipment to drill or complete the oil or gas well.
 - Land owner approval is required for any activity off of the existing road allowance.
 - Roads that are damaged at the time of moving heavy equipment, shall be immediately flagged to warn motorists of the impending danger, and the location shall be reported immediately to the municipality.
 - Prior to rig moves, the municipality shall be notified of the date the rig will be moved, and the route that will be taken.
 - No movement of vehicles will be permitted on municipal roads or right of ways during adverse road conditions, at the R.M. of Reno's discretion.
 - The lease owner, agrees to indemnify and save harmless the R.M. of Reno No. 51 from and against all loss, charges, damages, (including damages to the R.M. of Reno No. 51) and expenses which the R.M. of Reno may suffer or sustain as a result of operations by the lease owner or its agents.

Adopted by Resolution No. 52/90, February 12, 1990
Revised by Resolution No. 235/20, October 14, 2020.

RURAL MUNICIPALITY OF RENO NO. 51 – POLICY 2-08

ROAD APPROACHES – OIL/GAS WELL CONTRACTORS

Purpose: To establish procedure, standards, and conditions for the installation of road approaches by oil/gas well contractors.

Procedure

- Applications to construct an approach must be submitted in writing to the R.M. office.
- Prior to approving an application, the councillor shall check the location to address safety concerns and culvert requirements.
- Permission for an approach may be granted between council meetings by the councillor for the division involved as well as either approved by the Reeve or Road Boss.
- Approvals for approaches shall be ratified at the next council meeting.

Approach Standards

- There must be appropriate sight distance as stated in Bylaw 224/15
- The approach must be constructed at a right angle to the road
- The approach onto all developed roads shall have:
 - 7.0 metre top width
 - 4:1 side slopes
 - culvert when required – minimum length of 15.0 metres, diameter shall be 500 mm or larger as determined by the councillor,
 - the approach must slope away from the road for at least 7.5 metres
 - must be a 7.5 metre turning radius (flares)
- Approaches entering onto a gravel road must be graveled at the time of construction
- Rocks or other debris shall be removed at time of construction.

Approach standards may be varied by council where conditions warrant a different standard.

Other conditions

- The municipality does not allow the installation of cattle guards (texas gates) or swing gates to be installed within the road allowance unless approved by R.M. of Reno No. 51.
- Land owner approval is required for any activity off of the existing road allowance.
- No movement of vehicles shall be permitted on municipal roads or right of ways during adverse road and weather conditions.
- The lease owner, agrees to indemnify and save harmless the R.M. of Reno No. 51 from and against all loss, charges, damages, (including damages to the R.M. of Reno No. 51) and expenses which the R.M. of Reno may suffer or sustain as a result of operations by the lease owner or its agents.

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RURAL MUNICIPALITY OF RENO NO. 51 – POLICY 3-08

ROAD DEVELOPMENT – OILAND GAS WELL CONTRACTORS

Purpose: To establish procedures, standards, and conditions for the development of roads by oil/gas well contractors on municipal road allowances.

Procedure

- Applications to construct roads on a municipal road allowance must be submitted in writing to the R.M. office.
- Prior to approving the application, the councillor as well as Reeve or Road Boss shall check the location to address safety concerns, culvert requirements, and field approaches required.
- Permission to construct the roads on municipal road allowances may be granted between council meetings by the councillor for the division involved. Approvals for road construction shall be ratified at the next council meeting.

Road Standards

- The oil company making the application shall adhere to the following standards:
 - Minimum 7.0 metre road top
 - Side slope – 4:1
 - Ditches must be back sloped to ensure they do not present safety problems
 - Side slope, ditch bottom, and back slope seeded within six months of construction to a species of grass approved by council
 - Rocks to be picked and cleared from right of way
 - Weeds to be controlled until grass is established
 - Approaches – See Policy 2-08 – Road Approaches - Oil and Gas Well Contractors
 - Culverts when required – large enough to accommodate flow – minimum diameter 500 mm
 - Road gravel no larger than 1 ¼ ” crush shall be applied at the time of construction at a minimum rate of 150 cyds per mile
 - Survey road allowance to ensure road is constructed within boundaries of road allowance
- Standards may be changed by council where conditions warrant a different standard.

RURAL MUNICIPALITY OF RENO NO. 51 – POLICY 3-08

Other Conditions

- The oil/gas company making the application shall:
 - be responsible for the cost to construct and gravel the road to above standards
 - ensure that cattle guards (texas gates) or swing gates are not installed within the road allowance unless approval for such is granted by council.
 - negotiate with land owners for fence removal, additional right of way, or any activity off the existing road allowance
 - where additional right of way is required, provide the municipality with copies of agreements to purchase the right of way before any road construction begins.
 - be responsible for all damages during road construction to any utility cables or pipelines located within the road allowance
 - obtain written permission from the municipality before commencing construction
 - ensure heavy equipment is not moved to the job site during adverse road and weather conditions
 - agree to indemnify and save harmless the R.M. of Reno No. 51 from and against all loss, charges, damages, (including damages to the R.M. of Reno No. 51) and expenses which the R.M. of Reno may suffer or sustain as a result of operations by the lease owner or its agents.

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RURAL MUNICIPALITY OF RENO NO. 51 – POLICY 4-08

PROXIMITY – OIL AND GAS

Purpose: To establish standards for proximity of oil/gas wells to municipal road allowances.

- Well centres are to be set back a minimum of 60 metres from the edge of any municipal road allowance, and 90 metres from the centre of an intersection.
- All above ground structures or equipment shall be located as far from the road allowance as possible.
- Dirt piles, sumps and pits shall be located a minimum distance of 50 metres from the centre line of any municipal road, and 90 metres from the intersection of the centre lines of any municipal roads.
- Within their division, each councillor can approve exceptions to this policy pertaining to temporary structures. These exceptions shall be presented at the next meeting of council for approval.
- Council approval is required before the minimum set back for well centres of 60 metres can be changed.

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RURAL MUNICIPALITY OF RENO NO. 51 – POLICY 5-08

ROAD DEVELOPMENT – OIL AND GAS – CONSTRUCTION BY R.M. 51

Purpose: To establish procedures, standards, and conditions for the development of roads by the municipality for oil/gas well companies on municipal road allowances.

Procedures

- Applications to construct roads on a municipal road allowance must be submitted in writing to the R.M. office.
- The application shall be reviewed by council at the meeting following receipt of the application. Council shall by resolution approve or reject the application.

Road Standards

- Roads constructed under this policy shall be constructed to the following standards:
 - Minimum 7.0 metre road top
 - Side slope – 4 to 1
 - Ditches must be back sloped to ensure they do not present safety problems
 - Approaches – See Policy 2-08 - Oil and Gas Well Contractors
 - Culverts when required – large enough to accommodate flow – minimum diameter 500 mm
 - road gravel no larger than 1 ¼ ” crush shall be applied at the time of construction at a minimum rate of 150 cyds per mile
- Standards may be changed by council where conditions warrant a different standard.

Other Conditions

The oil/gas company requesting that a road be constructed by the municipality on a municipal road allowance, shall be charged the following costs:

- Equipment and operator – actual time spent at current municipal custom work rates for “other ratepayers”
- Total cost for gravel and spreading
- Total cost for culverts and their installation
- Total cost of any earth moving equipment engaged by the municipality
- Total cost of any survey work required
- Total cost of moving utility cables, power poles, or pipe lines

This policy applies only to roads being constructed on municipal road allowances, and does not apply to private roads leading into well sites.

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RURAL MUNICIPALITY OF RENO NO. 51 – POLICY 6-08

INSTALLATION OF PIPE LINES OR CABLES IN MUNICIPAL ROAD ALLOWANCES RIGHT OF WAYS

Purpose: To establish procedures and guidelines for the installation of buried oil flow lines, natural gas lines, power cables, telephone cables, or other cables or flow lines in municipal road allowance right-of-ways:

- The municipality shall be supplied with a detailed map, plans and drawings, for approval of all installations and/or revisions thereto, thirty (30) days prior to commencement of any construction. These drawings shall show location(s) of alignment in the ditch and proposed road crossings.
- The councillor for the division shall be notified when construction is to commence to enable the councillor to discuss the installation with the contractor.
- The top of the pipes or cables shall be not less than 2.5 metres below the surface of the ditch bottom for the entire width of the right-of-way. For undeveloped road allowances, the top of the pipe or cable shall be not less than 3 metres below the surface.
- Installations crossing a developed road allowance shall be punched or bored, unless otherwise approved by the councillor for the division. Open cut may be used for any crossing of undeveloped road allowances.
- Where a power pole is located inside of a developed right-of-way, and where a buried cable is to connect a power pole with a facility outside of the right-of-way, but on the same side of the road allowance as the power pole, open cut can be used to access the power pole from the edge of the right-of-way. Typically this distance will be eighteen (18) inches.
- The ditches of all municipal road allowances affected by these installations are to be restored to their original condition and seeded to grass to the satisfaction of the councillor for the division.
- Should a crossing become rough due to settling, the municipality shall have the right to request the respective company to repair any crossing at their expense.
- All crossing are to be as near ninety (90) degrees to the road allowance as possible and marked by a sign erected at both outside edges of the road allowance.
- At the request of the municipality, the owner of a buried pipe line or cable shall at their expense, locate and mark any buried pipe lines or cables that are located under a roadway that is to be constructed or reconstructed.

RURAL MUNICIPALITY OF RENO NO. 51 – POLICY 6-08

- Where alterations to underground pipe lines or cables are required to permit rural municipal road construction, widening, or reconstruction, and the lines or cables are:
 - Located on and crossing the road allowance, the owner of a buried line or cable shall pay the entire cost of the alterations, including that portion of the crossing located on private property on either side of the right-of-way.
 - Located on and paralleling the road allowance, the owner shall pay the entire alteration costs.
- In order to deal in a timely manner with crossing requests, each councillor shall be authorized to approve crossing requests in his/her division prior to a council meeting. These crossing approvals shall be ratified by council at their next council meeting.
- The owner, agrees to indemnify and save harmless the R.M of Reno No. 51 from and against all loss, charges, damages, (including damages to the R.M. of Reno No. 51) and expenses which the R.M of Reno No. 51 may suffer or sustain as a result of operations by the owner or its agents.

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