

# Guidance for Working Near Our Pipelines

## What You Need To Know

November 2019

**NOVA Chemicals<sup>1</sup> is committed to the safety of our pipelines and individuals living or working near them.**

There are certain activities when undertaken at or near our pipelines that pose a significant risk to the safety and integrity of our pipelines. Due to the risks that these activities pose, **written consent must be obtained before any of the following can occur at or near our pipelines:**

- 1. Ground disturbance** (as defined by the Canada Energy Regulator (CER)) within the prescribed area, which is defined in the *National Energy Board Pipeline Damage Regulations – Authorizations* as 30 meters on each side from the center line of the pipe.
- 2. Construction or installation of a facility** (pipeline, structure, road, railway, ditch, drainage system, sewer, dike, telephone line, telecommunications line, utility, pathway) across, under or over a pipeline or running parallel in proximity to the pipeline.
- 3. Operation of vehicles or mobile equipment** across the pipeline, outside of a determined roadway or highway.
- 4. Reduction of the depth of soil covering a pipeline**
- 5. Agricultural ploughing or tilling 45 cm and below**
- 6. Ground levelling**
- 7. Installation of drainage systems**
- 8. Augering**
- 9. Fencing**

<sup>1</sup>NOVA Chemicals also operates CER-regulated pipelines on behalf of Genesis Pipeline Canada Ltd. in Ontario.

## Application and Consent Process

### Written Consent

Before any of the activities noted to the left can occur, a request for written consent must be submitted to NOVA Chemicals. It is up to the Applicant to provide a complete application containing the technical and other information that enables NOVA Chemicals to determine whether the construction or activity would impair the pipeline's safety and security.

### Information Required When Submitting an Application for Written Consent:

A request letter or email shall be submitted which must include the following:

- Specific details regarding the proposed activity (what activity is contemplated, how will it be constructed, current pipelines and infrastructure that will be impacted).
- A description of the lands that will be affected by the activity (e.g., Lot and Concession, LDS and or GPS).
- A drawing or survey plan identifying the location of the proposed activity, the location, size and depth of our facilities that will be impacted, lot lines and easement limits, road ways and allowances, all pipelines, pipeline markers, crossing angle of the proposed activity, location of any cathodic protection equipment, diameter of existing and proposed pipelines and any other specific information regarding the proposed activity to assist us in our review.
- The full name, address and contact telephone number / email address of the Applicant.

### All requests shall be submitted to:

- [MEPipeline@novachem.com](mailto:MEPipeline@novachem.com) in Ontario / Michigan
- [MWPipeline@novachem.com](mailto:MWPipeline@novachem.com) in Alberta

We may also request the completion of a Crossing / Proximity Information Form depending on the nature and complexity of the proposed activity. This Information Form should be completed in conjunction with the *Design and Construction Guidelines for Third Party Activities in Proximity to or Crossing NOVA Chemicals – Operated Pipelines and Rights of Way*. There is a guidance note available for filling out the information form.

*Continued*

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**We will review the information that accompanies the request for consent and will take one of the following actions:**

1. Provide the consent with the necessary conditions to ensure the safety and integrity of the pipeline;
2. Request additional information be submitted by the Applicant; or
3. Not provide the consent, including reasons why it is not being provided at this time.

For requests for written consent on CER-regulated pipelines, NOVA Chemicals will respond to the Applicant within 10 working days of the complete submitted application. For non-CER regulated lines, response times will vary and are dictated by provincial and state requirements.

Should the Applicant be denied the requested consent or considers the conditions imposed to be onerous, provided the facility in question is regulated by the CER, the Applicant may make application for leave to the CER at:

Canada Energy Regulator  
Suite 210, 517 Tenth Avenue SW  
Calgary, Alberta T2R 0A8  
403-292-4800 1-800-899-1265

### Locate Request

The Applicant must contact the local one-call notification centre for location of underground services. Contacting the one-call notification centre is a crucial requirement in the damage prevention process for all buried infrastructure.

A one-call centre is an organization that, within a defined geographical area, receives locate requests and notifies its potentially affected members of any proposed constructions

or excavations for the purposes of protecting their facilities from damage and ensuring public safety. By law, any person who intends to undertake the construction of a facility across, on, along or under a pipeline or an excavation using power-operated equipment or explosives within 30 m of a pipe shall make a locate request. NOVA Chemicals is a member of One Call, therefore locate requests will come to us through the One Call System. There is no cost to the Applicant for using this system — it's free, it's easy, and it's the law.

Notifications	Phone number	Website
Ontario One Call	1-800-400-2255	<a href="http://www.on1call.com/">http://www.on1call.com/</a>
Michigan MISS Dig	1-800-482-7171 or 8-1-1	<a href="http://www.missdig.org/">www.missdig.org/</a>
Alberta One Call	1-800-242-3447	<a href="http://albertaonecall.com/">http://albertaonecall.com/</a>

Once we've evaluated the request, we will either clear you to proceed or advise that further steps are necessary. When locate markings are required, we will:

- a) Mark the location of its pipes in the vicinity of the proposed facility or prescribed area at maximum intervals of 10 m along each pipe. These markings will be clearly visible and distinct from any other markings that may be in the vicinity.
- b) Provide information to the Applicant that clearly explains the significance of the markings. NOVA Chemicals adheres to the *American Public Works Association Uniform Colour Code*.
- c) Inform the Applicant, in writing, of safety practices to be followed while working in the vicinity of pipes and/or within the prescribed area.

If the execution of a crossing agreement is necessary, we will request additional information. This may include a request for written consent, and may additionally require the completion of Crossing / Proximity Information Form.

## More Information and Contacts

Further details on this process can be found in the *National Energy Board Damage Prevention Regulations – Authorizations*, which are retrievable through the CER's website. Please visit the CER's [Living and Working Near Pipelines](#) webpage for further details on planning a ground disturbance and to review a safety checklist for planning activities near a pipeline.

For assistance when completing the application, if you require any further information or if you would like a print copy of these guidelines, please contact us at

- [MEPipeline@novachem.com](mailto:MEPipeline@novachem.com) in Ontario / Michigan
- [MWPipeline@novachem.com](mailto:MWPipeline@novachem.com) in Alberta