



Town of High Level  
10511 – 103 Street  
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Canada

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November 22, 2024

APEX Utilities Inc  
5509 – 45 Street  
Leduc, AB  
T9E 6T6

## NOTICE OF APPROVAL

<b>Utility Company Project File Number:</b>	4258729
<b>Utility Line Assignment Permit Number:</b>	ULA24-005
<b>Registered Landowner:</b>	Town of High Level
<b>Location of Approved Works:</b>	Town of High Level Right-of-Way
<b>Description of Installation:</b>	Tie in Natural Gas Main to serve Customer
<b>Type of Installation:</b>	Direct Buried
<b>Name of Town-initiated Project:</b>	Not Applicable

has been APPROVED, subject to the conditions on the attached sheet and as per the drawings submitted by the Applicant.

Upon receipt of this Notice of Approval, the Applicant is authorized to proceed with the approved ULA specified, provided that all conditions are complied with, and the ULA approved under this permit is in accordance with all approved plans and applications submitted by the Applicant.

**Date of Issue: November 22, 2024**

**Date Approval First Publicized: November 25, 2024**

**Date Permit Effective: November 22, 2024**

Chief Administrative Officer

A permit issued in accordance with this Notice of Approval is valid for a period of one (1) year from the date of its issue. If at the expiry of this period of the Utility Line Assignment (ULA) has not commenced or been carried out with reasonable diligence, this permit shall be null and void, unless a permit extension has been filed with the Town of High level Planning and Development Department.

## **CONDITIONS OF APPROVAL**

### **Utility Line Assignment Permit Number: ULA24-005**

1. The Utility Line Assignment shall not be altered, changed, or modified from the approved plans, drawings, and specifications without written authorization from the Development Authority.
2. **All ULA Notice of Approvals issued by the Town of High Level are based upon ULA installations measured from property lines (P/L) only, as detailed in the approved drawings. This Notice of Approval is not based upon measurements from edge of pavement (EOP). The Applicant is responsible for the relocation of any portion of the ULA approved under this permit if an unapproved encroachment on existing municipal infrastructure is found at a later date. The Town of High Level is not liable if an unapproved encroachment is found as a result of the ULA, or portion thereof approved under this permit, was installed by measuring from EOP. All costs associated by the relocation of a ULA or portion thereof shall be borne by the Applicant.**
3. An Applicant for, or in possession of a valid ULA Permit is not relieved from full responsibility for ascertaining, complying with and carrying out all ULA works in accordance with the requirements of:
  - a. The following:
    - i. Environmental Protection and Enhancement Act;
    - ii. National Building Code – Alberta Edition;
    - iii. National Fire Code – Alberta Edition;
    - iv. Natural Resources Conservation Board Act;
    - v. Public Development Act;
    - vi. Safety Codes Act;
    - vii. Water Act; and
    - viii. Any amendment thereto;
  - b. The requirements of any other Federal, Provincial or Municipal enactment or any other law; and
  - c. The conditions of any Caveat, Restrictive Covenant, Easement or other Instrument affecting the subject Building or Land.
4. The Applicant is responsible to ensure that they and their contractors and sub-contractors obtain all other required permits related to this Utility Line Assignment.

5. The Applicant is responsible to ensure that they and their contractors and sub-contractors obtain a Tow of High Level Business Licence before commencing ULA works approved under this permit.
6. The Applicant is responsible for contacting Utility Safety Partners at +1-800-242-3447 or <https://utilitysafety.ca/wheres-the-line/submit-a-locate-request/> prior to commencing any excavation or construction works approved under this permit.
7. Utility Line Assignment works approved under this permit can only be performed during the following hours:
  - d. 0700 to 2200 on weekdays; or
  - e. 0800 to 2300 when the following day is a Saturday, Sunday, or statutory holiday.
8. Unless otherwise specified within this approval, all ULA works approved under this permit must meet the standards defined by the Town of High Level Municipal Engineering and Construction Standards.
9. The Applicant is responsible for submitting a Temporary Road Closure application if the closure of any public street is required to carry out ULA works approved under this permit.
10. The Applicant, their contractors and sub-contractors shall permit and facilitate impromptu onsite inspections conducted, with or without prior notice, by representatives of the Town of High Level Operations department.
11. If during an inspection by the Town of High Level Operations Department an issue is identified, a Stop Work Order may be issued by an authorized Enforcement Officer to immediately cease all works approved under this permit, until such a time that the Town deems it safe, or approves any required modifications to this permit approval, and allows the Applicant, their contractors or sub-contractors to resume works approved under this permit.
12. Any Utility Line Assignment works approved under this permit that requires the removal or disturbance of trees on Town-owned land must be carried out after review, inspection, and approval from the Town of High Level Operations Department.
13. The worksite and the area around the worksite for ULA works approved under this permit shall be kept in a clean and safe manner at all times to ensure public safety.
14. If the Applicant, their contractors, or sub-contractors are experiencing any issues with the general public or registered landowners about the approved ULA works under this permit, the Applicant is responsible for contacting the Town of High Level's Director of Planning & Development at 780-502-0778 or [planning@highlevel.ca](mailto:planning@highlevel.ca)
15. Any unplanned damages to Municipal infrastructure (including but not limited to hard-surfaced sidewalks, roads, alleyways, unpaved alleyways, underground and aboveground water and sewer infrastructure) as a result of the approved works under this ULA permit, shall be repaired by the Applicant, their contractors or sub-contractors. All costs incurred by the reconstruction of damaged Municipal infrastructure shall be borne by the Applicant, their contractors, or sub-contractors.
16. The Applicant, their contractors, and sub-contractors are responsible for managing traffic control safely within and surrounding the worksite approved under this permit.

17. The Applicant must notify the Planning & Development Department if the ULA approved under this permit is no longer required and the works are effectively cancelled at [development@highlevel.ca](mailto:development@highlevel.ca)
18. All surface restoration works shall be completed upon the completion of the ULA works approved under this permit.
19. The Applicant is responsible for providing as-built drawings in CAD and PFD formats, and ULA geospatial data in SHP format to the Planning & Development Department upon project completion to [development@highlevel.ca](mailto:development@highlevel.ca)
- 20. The Town of High Level cannot guarantee the spatial accuracy of Aerial Imagery, LiDAR, CAD drawings, or Shapefile data provided by the Town to the Applicant. The property line (P/L) shall prevail if a discrepancy is found in any approved drawings during ULA installation operations. Edge of pavement (EOP) cannot be relied upon as true spatial accuracy in the field, particularly if EOP is based upon third-party or Aerial Imagery data provided by the Town. As such, the Town cannot be held liable for the spatial accuracy of any such data or any costs incurred by the Applicant for the relocation of any portion of the ULA approved under this permit, if deemed necessary by the Town during field inspections.**

