

	Planning & Design PROCEDURES	Procedure Number 2019-01
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Title of Document:	Oil, Gas & Pipeline Installations: Procedure
Title of Designated Responsible Manager:	General Manager, Planning & Design
Original Date Approved:	-
Approved By:	Director, Infrastructure Services
Last Revision:	
Next Review Date:	
Governing Legislation:	<ol style="list-style-type: none"> 1. Responsible Energy Development Act (REDA)- which grants powers to Alberta Energy Regulator 2. The Municipal Government Act

Purpose

The purpose of this Procedure is to produce a consistent response to all Oil, Gas and associated pipeline notifications, in line with the objective of Council’s February 4, 2019 Resolution 6.2 Urban Drilling.

Background

The development of oil and gas wells and associated pipeline installations falls under the provincial jurisdiction of the Alberta Energy Regulator (AER). While the City of Lethbridge does not have approval authority over oil and gas wells and associated pipelines, (and therefore does not issue any development permits for such, as per Land Use Bylaw 6300 section 13(2)(aa), and the Municipal Government Act) the City does have a voice in ensuring any oil & gas wells will not unduly impact residents or businesses in the City (in accordance with Council’s Resolution). The City’s opportunity to deter undesired oil, gas and pipeline development within City limits is to submit a statement of concern to both the applicant and AER. AER’s regulations (as per directive 56, section 3.3.4) require an applicant to provide proof that any concerns or objections raised by interested parties has been addressed and to provide AER with “confirmation of non-objection”. This will not be possible for the applicant to obtain if City Council produces a letter of concern. This procedure outlines the process for any oil, gas, and pipeline notifications in the City boundaries.

Procedure Details / Process Steps

When the Planning & Development Department receives notification of a proposed oil, gas and associated pipeline installation:

- a. The Development Manager (in accordance with Council’s Resolution) will review, circulate the proposal and request any other information from the applicant as needed (such as site plans).
- b. Once all information needed to review is obtained, the Development Manager will create a DIN folder in Tempest and review, circulate the notification to the Transportation, Fire and EMS, and Water and Waste Water Departments.
- c. The Development Manager may request (as per AER’s Directive 56, Section 3.3.2 -37) a personal consultation with a company representative.

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- d. Upon reviewing and considering circulation comments, the Development Manager will prepare a summary of comments received and refer to the General Manager of Planning & Design.
- e. The General Manager of Planning & Design forwards the following to the City Clerk's Office (including all members of SMT and the City Manager) for City Council's review :
 - i. Summary report of the oil, gas and pipeline proposal
 - ii. Issues Briefing (time permitting).
 - iii. Air photo showing relative location to developed neighbourhoods
 - iv. Any other relevant documents for Council to review
- f. City Council reviews the submission, and drafts Letters of Concern to necessary parties (which may include AER, the applicant or the Minister)
- g. Mayor's Office forwards the Letter to necessary parties.
- h. AER makes their decision

Supporting Documents

- February 4, 2019 City Council Resolution (attached)

Responsibility

- Development Manager, Planning & Design: conducts circulation and prepares circulation summary
- General Manager, Planning & Design: forwards circulation summary and notification to City Clerk and members of SMT and City Manager and responsible for Procedure implementation.

Procedure Status

Current Status: in effect

Date Effective: Feb 4, 2019

Approval Details:

Endorsement Details

Next Review Date

Procedure Author: Planner 1

Authored date: Feb 12, 2019

Contacts

Moved by: C. A. Spearman

Deputy Mayor: R. K. Parker

Urban Drilling

6.2

BE IT RESOLVED THAT the Mayor and City Manager respond to the Tamarack Acquisitions application through Alberta Energy Regulator and the City of Lethbridge Administration for urban drilling within the City of Lethbridge boundary; and

FURTHER BE IT RESOLVED THAT City Council holds the position of opposition to oil and gas drilling and production within city limits; and

FURTHER BE IT RESOLVED THAT the Mayor and City Manager write a letter to the Honourable Margaret Ellen McCuaig-Boyd, Alberta Minister of Energy, to advise her of City Council's position.