



Fact Sheet

The Saskatchewan Watershed Authority is a provincial Crown corporation that has been established to manage, administer, develop, control and protect the water, watersheds and related land resources of Saskatchewan. Included in this mandate, the Saskatchewan Watershed Authority has the responsibility for administering the approval process for construction and operation of drainage works.

Definition of Drainage Works

Drainage works are defined under *The Saskatchewan Watershed Authority Act, 2005* as being “any action taken or intended for the removal or lessening of the amount of water from land and includes the deepening, straightening, widening and diversion of the course of a stream, creek or other watercourse and the construction of dykes.”

Saskatchewan Watershed Authority Approval Process

The construction and operation of most drainage works requires an approval from the Saskatchewan Watershed Authority. Some types of drainage works are exempt from requiring an approval and these are explained later in this document. By discussing your proposal with staff at the Saskatchewan Watershed Authority’s Regional Office, you will be advised on whether or not your proposal requires an approval.

Where an approval is required, the basic steps of the approval process are as follows:

- (1) Obtain an “Application for Approval to Construct and Operate Works” from your nearest Regional Office or the website.
- (2) Submit the completed application form (RG-103) to the Regional Office along with a non-refundable application fee. The fee is \$25 for an individual project, \$50 for a group project and \$100 for all other projects. (See application instructions Form RG-108.)
- (3) For drainage projects, it is not necessary to submit plans of the project with the application; however, a sketch plan would be helpful. A preliminary evaluation of the proposed project will be made on the basis of the information contained in the application form to determine whether or not the project could be approved for construction. If it appears from the preliminary evaluation that the project could be approved for construction, the applicant will be advised of the plans required.

- (4) Once the application, fee and plans are submitted, the project is reviewed for potential downstream effects and environmental considerations. You may be required to advertise your intention to construct drainage works by posting a notice to appear for 21 days in your local post office and RM office. In some cases, you will also be required to advertise your intention to construct works for three (3) consecutive weeks in the newspaper serving the area in which the project is located. The Saskatchewan Watershed Authority will provide the notice or advertisement documents and instructions. Any costs associated with posting or publishing of the notice is the responsibility of the proponent. Saskatchewan Watershed Authority staff will discuss with you any objections received as a result of the posting and/or advertising.
- (5) It is your responsibility to obtain land control from owners of other lands affected by your drainage works.
- (6) Once all the legislated requirements have been met, the Saskatchewan Watershed Authority will issue an “Approval to Construct Works” and you may begin construction according to the Approval plan.
- (7) When you complete the works, the Saskatchewan Watershed Authority will inspect the project site to confirm that the project was built in accordance to the approved plan. Subsequently, if all is in order, the Saskatchewan Watershed Authority will issue an “Approval to Operate Works” subject to any terms and conditions as may be required.
- (8) Immediately after the issuance of an Approval, the Saskatchewan Watershed Authority will register a Notice against the appropriate land title which will tie the Approval to the land. A fee of \$50/title will be assessed for each Notice registered on land titles.

Drainage Works for Which Approval is Not Required

Certain types of drainage works are exempt from requiring an approval from the Saskatchewan Watershed Authority. The following is not a complete list, but includes the situations which are most frequently encountered:

- Drainage works that were in existence on January 1, 1981.
- Drainage works constructed or operated by an owner of land, where the water drained and the drainage works are both located entirely on the owner’s land and the water drained does not drain from the owner’s land.
- Drainage works under, through or appurtenant to roads, streets, public highways, lanes, approach roads, railways or other public utilities, where the purpose of the drainage works is to maintain or accommodate flows of surface water and where the drainage works do not significantly inhibit the passage of the flows and do not divert water from the outlet through which the water would normally drain if it were not for the existence of the roads, streets, public highways, lanes, approach roads, railroads or other public utilities.

- Work that is undertaken to:
 - (a) remove obstructions, including silt, blow dirt, beaver dams, debris, trees and shrubs from channels and water courses (Note: This work may require an Aquatic Habitat Protection Permit from the Saskatchewan Ministry of Environment).
 - (b) control soil erosion; and
 - (c) restore conditions when soil is suddenly displaced by erosion.

In the case of the work described in (a), (b) and (c), water must not be diverted from the outlet through which the water would normally drain and must not cause a significant increase in downstream volumes of water.

Need More Information?

Contact your nearest Saskatchewan Watershed Authority Regional Office.

Saskatchewan Watershed Authority

Swift Current Regional Office

Box 5000
 3rd Floor, E.I. Wood Building
 350 Cheadle Street West
 Swift Current, SK S9H 4G3
 Ph: (306) 778-8257
 Fax: (306) 778-8271
 E-mail: comm@swa.ca

Saskatchewan Watershed Authority

Nipawin Regional Office

Box 2133
 201 – 1st Avenue East
 Nipawin, SK S0E 1E0
 Ph: (306) 862-1750
 Fax: (306) 862-1771
 E-mail: comm@swa.ca

Saskatchewan Watershed Authority

Weyburn Regional Office

Box 2003
 3rd Floor, City Centre Mall
 110 Souris Avenue
 Weyburn, SK S4H 2Z9
 Ph: (306) 848-2345
 Fax: (306) 848-2356
 E-mail: comm@swa.ca

Saskatchewan Watershed Authority

North Battleford Office

402 Royal Bank Tower
 1101 – 101st Street
 North Battleford, SK S9A 0Z5
 Ph: (306) 446-7450
 Fax: (306) 4467461
 E-mail: comm@swa.ca

Saskatchewan Watershed Authority

Yorkton Regional Office

2nd Floor, 120 Smith Street East
 Yorkton, SK S3N 3V3
 Ph: (306) 786-1490
 Fax: (306) 786-1495
 E-mail: comm@swa.ca

General information about the Saskatchewan Watershed Authority, our programs, Fact Sheets and forms can be found on our website at www.swa.ca.