



Policy Title: Lease Dewatering Policy

Policy Area: Transportation Services	Effective Date: May 21, 2025
Policy Section: Water Pumping	Updated: NA
Supersedes Policy:	Approved on: May 21, 2025 Resolution: 317/25 Next Review Date: 3 years from the date of the most recent update.

Policy Statement:

The Rural Municipality of Britannia No. 502 must ensure the safety and integrity of municipal infrastructure and most protect municipal drainage systems by regulating water discharge activities from oil leases within the Municipality, including the Lloydminster Planning District. The RM is also responsible for ensuring compliance with Water Security Agency water resource management mandates and policies within right of ways and ditches.

Purpose:

To establish specific guidelines for evaluating and approving requests from applicants seeking permission to dewater an oil lease site by discharging water directly into a municipal ditch following events that result in significant water accumulation, such as spring runoff or major storm events.

Definitions:

Applicant means a developer or person applying for an approach approval permit under this policy.

Council means the elected Reeve and Council of the RM of Britannia.

Dewatering means for the purpose of this policy pumping water directly from an oil lease containment berm into a municipal ditch.

Ditch means for the purpose of this policy a wholly or partly open or covered ditch or drain, whether or not in the channel of a natural stream, creek or watercourse, that is constructed or improved at the expense of the municipality, and includes all works and materials necessary for any bridge, culvert, catch basin or guards in or adjacent to the ditch or drain.

Lease or Lease Site or Oil Leases means for the purposes of this policy, the physical location of an oil or gas well and its associated infrastructure, including the drilling pad or well head, tanks and separators, access roads, pipeline or utility connections, and environmental protect feature, such as berms, fencing, and spill containment.



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Oil Lease Containment Berm means, for the purposes of this policy, a heavy-duty structure that has been installed to confine leaks, drips, runoff, and spillages of oil or other hazardous liquids at an oil well lease site.

Operations Director means the Operations Director for the RM of Britannia No. 502

Operations Foreman means the Operations foreman for the RM of Britannia No. 502

Private Land means, for the purposes of this policy, land titled to any person(s) or entity other than the Crown and under the management of the RM of Britannia no. 502.

Road Allowance means a road allowance laid out pursuant to the authority of an Act or an Act of the Parliament of Canada.

Road Right-Of-Way means the portion of the road allowance from the edge of the road surface to the property line of the adjacent property, including shoulder and ditch.

Water Security Agency or WSA means the provincial Crown corporation responsible for managing and protecting Saskatchewan's water resources

Responsibilities:

The Operations Foreman and the Operations Director are responsible for communicating with lease site representatives, receiving and reviewing the dewatering application and test results, and issuing approval or denial of the application. They are also responsible for ongoing communication with the applicant if dewatering activities are approved, and for monitoring the condition of municipal infrastructure within the dewatering catchment area.

Administration, in cooperation with Operations management are responsible for updating this policy as required.

Council is responsible for approving this policy.

Policy:

- 1) From time to time, the RM of Britannia is contacted by lease site representatives with requests to dewater a lease site after a significant rainfall event or during the spring snowmelt. When such requests are received, the applicant may be provided with Schedule "A" to this policy and instructed to submit the completed application form along with test results to the Operations Director and the Operations
 - (1) When a completed application form (Schedule "A") is received, the Operations Foreman and the Operations Director shall review the request and determine whether it meets the criteria for approval.
 - a) No approval shall be granted where the applicant:
 - i) Does not submit satisfactory water test results, as specified in Schedule "A"; and/ or
 - ii) Intends to discharge water on to private land; and/ or



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- iii) Is requesting to discharge water on an ongoing basis where WSA approval is otherwise required; and/ or,
 - iv) Is requesting to discharge any water other than precipitation that would otherwise fall and follow the natural topography of the land but becomes trapped behind the berm; and/ or
 - v) Is requesting to discharge water at a location or in a manner that the Operations Foreman or Operations Director believes would be detrimental or harmful to municipal infrastructure.
- b) If the Operations Foreman or Operations Director are unsure whether they are able to consider the request based on the quality or type of water being discharged, or for any other reason, they may refer the applicant or the application to the WSA.

Attached Schedules:

Schedule "A" – Dewater Application Form

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Schedule A Dewatering Application Form

Oil lease containment berms are designed to retain damaging substances in case of a spill. Precipitation that would otherwise fall and follow the natural topography of the land becomes trapped behind the berm. Water trapped on the oil leases prevents the natural flow of water and, therefore, is exempt from requiring an approval under *The Water Security Agency Act*. However municipal approval is required when discharging water into municipal right of ways and ditches. If the water being removed from a lease site will enter municipal right of way at any time written approval from the RM of Britannia must be obtained prior to commencing pumping.

Prior to dewatering lease sites into municipal right of way, the following information must be provided to the RM of Britannia Operations Director or Operations Foreman.

- 1) This completed application form (pages 1 and 2)
- 2) A site plan showing:
 - a. the location of the dewatering lease site (legal land description);
 - b. discharge point from the lease site and route the water will take until it reaches an adequate outlet (i.e. drainage ditch, river, slough etc.)
 - c. Water test results of the water to be discharged off the lease site.

Water Test Results

- ☐ Chloride levels cannot exceed 500 mg/L, pH must be between 6.0 and 8.0
- ☐ There can be no visible hydrocarbon sheen from pump-off to proceed.

Please complete the following;

Date: _____ Company Name: _____

Name of operator responsible for completing this form: _____

Contact Phone #: _____

Email Address: _____

Full Well Name and Lease Location / LSD: _____

Release location : _____

Start Date: _____ Completion Date: _____

Applicant is responsible to notify the Operations Director or Operations Foreman when the release begins and when it ends.

Terms and Conditions of Approval for Dewatering Leases into Municipal Infrastructure

- 1) No person/company shall undertake, cause, direct or permit dewatering of lease sites onto
 - a. Municipal property without first completing all parts of this form and obtaining written approval from the Municipality.
 - b. Private property (*dewatering onto private property requires a separate permit and consent from the WSA*).
- 2) If the Municipality feels that municipal infrastructure or private property is being jeopardized or this approval is not being carried out in a manner in which it was approved, the Municipality may revoke this approval at any time.
- 3) The RM of Britannia is not responsible for any damage that may be caused to downstream landowners. If any damage occurs to municipal infrastructure such as roads washing out etc..., the company responsible for the pumping will repair the infrastructure to a standard that is acceptable to the municipality. The cost of repair will be solely paid by the company responsible for dewatering the lease. Any emergency repairs or mitigations carried by the RM as a result of dewatering activities shall be invoiced to the applicant at cost or as per the current RM of Britannia Custom Work Rate Schedule.
- 4) Any adverse effects of the dewatering on downstream landowners will be the sole responsibility of the company responsible for the pumping.



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If the above terms and conditions are agreed to please sign below. Once all information listed in this form is provided to the RM of Britannia, a site inspection will be conducted and written approval or denial will be provided to the name/company on this application.

Printed Name of company representative Date

Signature of company representative

Phone Number

Email Address

This Section to be completed by the Operations Director or Operations Foreman:

Date Application form and water test results received:

Pre-release site inspection completed/ notes:

- 1. Is the application complete: Yes No
- 2. Have satisfactory water test results been submitted: Yes No
- 3. Does the applicant intend to discharge water onto private land: Yes No
- 4. Is the applicant request approval to discharge water on an ongoing basis where WSA approval is otherwise required: Yes No
- 5. Is the applicant requesting to discharge any water other than precipitation that would otherwise fall and follow the natural topography of the land but becomes trapped behind the berm: Yes No
- 6. Is the applicant requesting to discharge water at a location or in a manner that the Operations Foreman or Operations Director believes would be detrimental or harmful to municipal infrastructure: Yes No
- 7. Are there concerns about the application based on the quality or type of water being discharged, or for any other reason: Yes No

Authorization may be provided if the answers to question 1 & 2 are "Yes" and the answers to questions 3 – 7 are "No."

This application is hereby: Approved Denied (If the application has been denied by the RM of Britannia, the applicant may contact WSA for more information.)

Operations Director or Operations Foreman Signature:

Post-release site inspection completed/ notes: