



STE. ANNE MUNICIPALITY

Policy #01-2025/ Tile Drainage Policy

Adoption Date:	January 15, 2025	
Revision Date:	N/A	Council Resolution #2025-10
Subject:	Tile Drainage Policy	
Departments:	Planning & Development & Public Works	

Purpose

To establish a standardized procedure for the implementation, approval, and management of tile drainage systems within the Rural Municipality of Ste. Anne, ensuring compliance with provincial and municipal regulations, and minimizing impacts on other properties and infrastructure.

Definitions

1. **Tile Drainage:** A subsurface drainage system utilizing perforated pipes to manage soil moisture and groundwater.
2. **Proponent:** Property owner or leaseholder seeking approval for a tile drainage system.
3. **Designer:** A certified professional responsible for the design of the drainage system.
4. **Installer:** A contractor tasked with the installation of the tile drainage system.
5. **Municipality:** The Rural Municipality of Ste. Anne.

Policy Statement

The RM of Ste. Anne will work with proponents to ensure tile drainage projects adhere to environmental, engineering, and regulatory requirements. All approvals are subject to Municipality's discretion, with compliance with this policy being a condition of approval.

Policy Requirements

1. Compliance with Regulations

- 1.1. All tile drainage projects must:
 - 1.1.1. Comply with Manitoba provincial rules, including obtaining a valid Water Rights Licence.
 - 1.1.2. Conform to all relevant municipal by-laws and this policy.

2. Application and Approval

- 2.1. Applications must include:
 - Completed application form (Schedule A).



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- Detailed design plans signed by a certified designer, indicating pipe layout, outlet locations, and drainage coefficient (max. ¼ inch in 24 hours).
 - Copies of provincial permits or proof of application.
 - Contact details of the proponent, designer, and installer.
- 2.2. A non-refundable application fee, as outlined in the RM of Ste. Anne's Fees and Charges By-law, must accompany the application.
- 2.3. An engineering review fee, determined by the RM, will be paid by the proponent to cover costs for technical evaluations and inspections.
- 2.4. RM Council will review the application within 45 days of submission.
- 2.5. A pre-approval site inspection may be conducted by RM staff and the municipal engineer, at the proponent's cost.
- 2.6. Approval is contingent on meeting all municipal and provincial requirements.
- 2.7. Permits are valid for 18 months; an extension requires written RM approval.
- 2.8. Applications that do not meet the requirements of this policy may be rejected by Council at its discretion.

3. Construction Standards

- 3.1. Tile outlets must discharge into municipal drains, natural waterways, or provincial drains with appropriate erosion control measures (e.g., rip-rap, geotextiles).
- 3.2. Rip-rap must be installed at all outlets to control erosion, in accordance with Manitoba Water Stewardship standards or as directed by the RM.
- 3.3. All erosion control measures must comply with standards set by Manitoba Water Stewardship or as directed by the RM.
- 3.4. The drainage coefficient of the tile outlet shall not exceed one quarter of an inch (¼ inch in 24 hours).
- 3.5. Tile drainage installations shall not use perforated main drains unless prior approval has been received from the RM.
- 3.6. All tile drainage projects may be required, at Council's discretion, to include the installation of an approved control device to restrict or shut off the discharge of water into municipal or natural drains.
- 3.7. Header pipes within municipal rights-of-way must be non-perforated.
- 3.8. Outlets must be marked with reflective signage and maintained by the proponent.
- 3.9. Construction should avoid open cut road crossings between October 31 and May 1 unless otherwise approved.

4. Environmental Considerations

- 4.1. Projects in high water table areas may require additional safeguards.
- 4.2. Downstream vegetation maintenance to prevent cattail growth is the proponent's responsibility.



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- 4.3. Nutrient testing of tile discharge may be required in environmentally sensitive areas.
- 4.4. The RM of Ste. Anne reserves the right to require downstream landowners or other stakeholders to shut off or restrict drainage flows into municipal infrastructure at any time, as deemed necessary by the RM, including but not limited to periods of flooding, maintenance, or other municipal needs.

5. Proponent Responsibilities

- 5.1. The proponent will cover all engineering review costs, including those of the municipal engineering team.
- 5.2. Maintain \$5 million liability insurance during installation and provide proof upon request.
- 5.3. Ensure ongoing maintenance of outlets and related infrastructure.
- 5.4. Notify and obtain written consent from affected other landowners as required.
- 5.5. Proponents may be required, upon Council's request, to enter into an agreement with the RM if discharging into municipal infrastructure.
- 5.6. Notify the RM prior to commencing work to allow inspections of adjacent roads, drains, or infrastructure. Any damages caused must be repaired by the proponent at their expense, restoring the affected areas to their original state.

6. Enforcement and Penalties

- 6.1. Non-compliance will result in enforcement under the RM's Fees and Charges By-law, including fines and project stoppage.
- 6.2. The RM may undertake corrective actions at the proponent's expense.



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- Schedule A: Application Form for Tile Drainage Approval

Applicant Information:

- Name: _____
- Address: _____
- Email: _____
- Phone: _____

Landowner Information

- Name: _____
- Address: _____
- Email: _____
- Phone: _____

Drainage Project Details:

- Land Location: _____
- Affected Titles: _____
- Designer Name & Contact: _____
- Installer Name & Contact: _____
- Detailed Drainage Plan Attached: Yes [] No [] document ref# _____

Terms of Compliance

- There is no obligation on the Municipality to improve the existing municipal drainage system to accommodate a tile drainage project.
- The Municipality may authorize the proponent to perform private works in a municipal drain to accommodate a tile drainage project, however the Municipality would establish the elevation levels and the hiring of a contractor to perform the work and the proponent would be responsible for all costs associated with the work. This may require the proponent to address a steep slope or loose soil conditions
- The proponent may be responsible for any future drain maintenance costs such as mowing, the removal of siltation and/or blocks in the drain.
- If the proponent proposes to install any infrastructure under or through a municipal right-of-way the proponent must receive approval from the Municipality prior to the installation of the pipe and the method of installation must be by directional boring.
- Any modifications to an existing tile drainage system will require an application approval from the Municipality Dated this _____ day of _____

