



## Water Applicant's Agency Resource Guide

### Introduction

This guide is intended to assist applicants for a water licence by describing the responsibilities of the agencies that may be associated with water licensing.

### Summary of Agency Responsibilities:

As part of the process of acquiring a new water licence other government agencies have regulations that must be followed. Depending on the nature of your water use requirements, you may need to contact one or more of the agencies contained in this Guide. The following agencies may also be able to facilitate your water development activities.

#### Aboriginal Interests (refer to page 4)

- If your proposed point of diversion is located up-stream on a water source, or is in a watershed which flows through an **Indian Reserve** it will be necessary to refer your water licence application to the **Band office**. In addition, if your works will affect (e.g., flood or cross) an Indian Reserve, your application should also be referred to the Band.
- The **Ministry of Aboriginal Relations and Reconciliation** can provide you with information respecting treaty negotiations in a given area.

#### BC Assessment (refer to page 5)

- If your proposed works will affect (e.g., cross or flood) private land, you will be required to notify all property owners. If your application is eligible for Quick Licensing, if applicable, you will be required to obtain the written consent of each of the landowners. **BC Assessment** and the **Land Titles office** can provide information on property ownership.

#### Crown land (refer to page 5)

- If your proposed works (e.g., a pipeline, a diversion structure or flooding associated with a storage reservoir) will occupy Crown land a Permit over Crown land may be required from the Ministry of Environment, Water Stewardship. The Ministry of Agriculture and Lands, Integrated Land Management Bureau can provide various forms of Crown land tenure for more substantive occupation of Crown land.
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**Energy, Mines and Petroleum Resources, Ministry of** (refer to page 6)

- If you are planning to undertake mineral exploration it will be necessary to submit an application for a Notice of Work to the Ministry of Energy, Mines and Petroleum Resources (MEMPR)
- MEMPR will advise the applicant if it is a requirement to obtain an Approval for Short Term Use of Water or a Licence under the *Water Act*.

**Fisheries Interests** (refer to page 6, 7 and 8)

- If you propose to obtain water from a source that supports **fish life** your intake must be properly screened to prevent the passage of small fish. In addition, sections 35 and 36 of the *Fisheries Act* prohibit the deposit of any deleterious substances into waters frequented by fish, and the harmful alteration or disruption of fish habitat.
- The federal department of **Fisheries and Oceans Canada** can provide you with assistance in regard to screening water intakes and avoiding damage to fish habitat.

**Forests, Ministry of** (refer to pages 9 and 10)

- If you plan to cut, flood or destroy timber on Crown land you must contact the Ministry of Forests for a **Forestry Licence to Cut** or, if applicable, a **Burning Permit**.
- If you propose to **construct works** within an existing forest road right of way on Crown land, you must obtain a **Works Permit** from the Ministry of Forests if the road is a Forest Service road, or negotiate an **Agreement to Construct Works** with an existing permit holder if the road is under road permit or special use permit.
- If you propose to use an existing forest road to **transport heavy equipment or materials**, you must obtain a **Road Use Permit** from the Ministry of Forests if the road is a Forest Service road, or negotiate a **Maintenance Agreement** with an existing permit holder if the road is under road permit or special use permit.
- The Ministry of Forests also issues **Grazing Permits** for livestock on Crown land. It may be necessary to obtain a Grazing Permit before a water licence application for livestock watering is filed.

**Habitat Management Program, Ministry of Environment** (refer to page 11)

- The Biodiversity Branch of the Ministry of Environment, manages fish and wildlife habitat throughout British Columbia. Habitat Management Officers can also provide you with guidance on how to protect fish and fish habitat in accordance with the federal *Fisheries Act*, the provincial *Fish Protection Act* and the Water Regulation of the *Water Act*.
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**Health Authorities and Ministry of Health** (refer to pages 11, 12 and 13)

- The ***Drinking Water Protection Act and Regulations*** describe the responsibilities of the water purveyor, which include supplying potable water to consumers, disinfecting surface water and preparing an emergency response plan.
- The **Sanitary Regulation** prescribes setbacks between wells and sources of contamination and prohibits contamination of any domestic water source.

**Improvement Districts** (refer to page 13)

- Before filing a water licence application you should determine whether your land falls within an Improvement District. An Improvement District may be able to supply water for irrigation as well as domestic and commercial use.

**Irrigation** (refer to page 13 and 14)

- The **Ministry of Agriculture and Lands** offers assistance for a wide variety of services that support the agriculture industry, such as irrigation scheduling, crop evapotranspiration rates, soil analysis, and assistance with various efficient methods of irrigation.
- The **Irrigation Industry Association of British Columbia** was formed in 1979 to provide a forum for manufacturers, suppliers, and contractors to get together to communicate and exchange information about the irrigation industry.

**Land Title** (refer to pages 14 and 15)

- The Land Title and Survey Authority can confirm the ownership of private land by providing Certificates of Title as well as copies of Registered Plans. However, you may need to contact the BC Assessment office to find the up-to-date address of the landowner.

**Navigable Waters Protection** (refer to page 15 and 16)

- If your proposed works have the potential to **affect navigation**, by vessels of any size as defined in the federal *Navigable Water Protection Act*, and Regulation contact the **Navigable Waters Protection Division of Transport Canada, Marine Safety**.

**Regional Districts** (refer to page 16)

- **Regional District** offices have mapping coverage that contains private land lot boundaries that will be of assistance for producing the **Applicant's Drawing** to the required standard, as part of the requirement for filing a water licence application.

**Transportation, Ministry of** (refer to page 17)

- If your proposed works will occur within a public road allowance, or cross a public road, you must file an application for permission to construct works with the Ministry of Transportation.
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**Aboriginal Interests: Ministry of Aboriginal Relations and Reconciliation**

The province has an obligation to avoid or minimize infringements of aboriginal rights and title. In some situations the diversion, storage and use of water, or the construction, maintenance and operation of works may adversely impact aboriginal interests.

If the proposed point of diversion will be located upstream on a source or watershed that flows through an Indian Reserve the Band must be contacted. In addition, if the proposed works would affect (e.g., degrade water quality, flood or cross) any portion of an Indian Reserve, the local Band office must be contacted. In order to ensure aboriginal interests are considered appropriately, provincial organizations should consult with First Nations with regard to those interests.

If you have questions regarding water resources and treaty negotiations/aboriginal you can contact the **Ministry of Aboriginal Relations and Reconciliation**

**Indian and Northern Affairs Canada** represents the federal government in all treaty processes. The federal department of Indian and Northern Affairs also manages Indian Reserves under the *Indian Act*. The Legal Surveys Division of Natural Resources Canada can provide you with maps, photographs and surveys of the Indian Reserves within BC.

**Web Sites:** Ministry of Aboriginal Relations and Reconciliation  
<http://www.arr.gov.bc.ca/>

Indian and Northern Affairs Canada  
[http://www.ainc-inac.gc.ca/index\\_e.html](http://www.ainc-inac.gc.ca/index_e.html)

Band and Tribal Council Contacts  
[http://www.gov.bc.ca/arr/negotiation/bc\\_first\\_nations.htm](http://www.gov.bc.ca/arr/negotiation/bc_first_nations.htm)

**Office Locations:**

THE MINISTRY OF ABORIGINAL RELATIONS  
AND RECONCILIATION  
PO BOX 9100 STN PROV GOVT VICTORIA BC  
V8W 9B1  
CANADA

Natural Resources Canada  
Legal Surveys Division  
Room 800 1550 Alberni St.  
**Vancouver**, BC V6G 3C6  
Phone: (604) 666-5329; Fax: (604) 666-0522

Telephone: Enquiry BC: Vancouver (604) 660-2421, Victoria (250) 387-6121, BC (other than Vancouver or Victoria): 1-800-663-7867

E-mail:  
Indian and Northern Affairs Canada  
300 - 1550 Alberni St.  
**Vancouver**, BC V6G 3C5  
Phone: (604) 666-3931; Fax: (604) 666-3808

Toll-Free Treaty Information Line  
Telephone: 1-800-880-1022  
E-Mail: [TNOInfo@gems3.gov.bc.ca](mailto:TNOInfo@gems3.gov.bc.ca)

**BC Assessment:**

The BC Assessment can provide current information on who owns a parcel of land, based on the annual property tax assessment roll.

If you plan to use BC Assessment records to search land ownership, obtain the legal description of the property you wish to search. Your search with BC Assessment is limited to the legal description of the property in question. BC Assessment cannot be used to confirm property owners by last name.

Registered property information is also available at the Land Titles office for your area.

Although the Land Title office contains up-to-date registrations of land parcels, landowners may have changed their address or new owners may have purchased the property that you wish to search.

BC Assessment also has maps to assist you with your search. If you have an account with **BC-Online** (a Web-based access tool for various government records), BC Assessment's automated assessment searches are available to you in a variety of ways.

**Web Sites:** BC Assessment  
<http://www.bcassessment.bc.ca/>

BC-Online  
<https://www.bconline.gov.bc.ca/>

Refer to the white pages of the phone book, under British Columbia for offices.

**Crown land:** Ministry of Agriculture and Lands

The Ministry of Agriculture and Lands, Integrated Land Management Bureau administers the sale and use of Crown land in the province.

There is a wide range of Crown land use authorizations available. A Permit Over Crown land (PCL) merely provides non-exclusive use of Crown land to avoid trespass. A *Land Act* tenure provides more significant authorizations, including the exclusive use of Crown land under a lease.

The majority (about 85 percent) of water licences with works on Crown land support domestic and agricultural water-use which occurs on private land. The impact of works on Crown land which support domestic and agricultural water-use is generally small (e.g., on average approximately 0.14 hectares). For these purposes a PCL would provide the appropriate authorization. Large industrial, waterpower or waterworks developments generally have a greater impact on Crown land.

Large projects may also have higher consequences if works fail (e.g., a dam or a pipeline). Therefore a higher level of security and the exclusive use of Crown land may be required. Developers and the public interest would benefit from more significant Crown land tenure issued under the *Land Act*.

A **PCL** will be issued with a water licence from **Ministry of Environment, Water Stewardship**. Tenure authorizations under the *Land Act* can be obtained from **the Ministry of Agriculture and Lands, Integrated Land Management Bureau**.

Refer to the blue pages of the phone book, under British Columbia or search online for offices.

### Energy, Mines and Petroleum Resources, Ministry of

If you plan to carry out mineral or placer exploration you must submit a **Notice of Work** application to the Ministry of Energy and Mines. The Mines Branch will refer the application to **Ministry of Environment, Water Stewardship** and advise the applicant whether a *Mines Act* permit is required.

If the size and scope of the proposed operation is small (e.g., a hand shovel operation or diamond drill program), authorization from **the Ministry of Environment, Water Stewardship** is usually not required.

However, if the proposal involves a major diversion of water or work in and about a stream (e.g., the use of a backhoe) it will be necessary to apply for an Approval for Short Term Use of Water, (which may be valid for up to 12 months) under the *Water Act*. An application for a water licence should be filed for water use that is anticipated to be longer than 1 year.

**Web Sites:** Ministry of Energy, Mines and Petroleum Resources

<http://www.empr.gov.bc.ca/>

*Mines Act*

[http://www.qp.gov.bc.ca/statreg/stat/M/96293\\_01.htm](http://www.qp.gov.bc.ca/statreg/stat/M/96293_01.htm)

*Mineral Tenure Act*

[http://www.qp.gov.bc.ca/statreg/stat/M/96292\\_01.htm](http://www.qp.gov.bc.ca/statreg/stat/M/96292_01.htm)

Health, Safety and Reclamation Code for Mines

<http://www.em.gov.bc.ca/Mining/Healsafe/mxready/mxcode01.htm>

Refer to blue pages of phone book, under Government of British Columbia for offices.

### Fisheries Interests:

Sections 35 and 36 of the federal **Fisheries Act** prohibit the deposit of any deleterious substances into waters frequented by fish, and the harmful alteration, disruption or destruction of fish habitat.

Water main breaks that result in the discharge of chlorinated water may also constitute a violation of the *Fisheries Act*. Water purveyors should develop plans to minimize the effects of water main breaks, and avoid deliberate discharge of chlorinated water to fish bearing streams during maintenance operations.

It is advisable to contact **Fisheries and Oceans Canada** prior to initiating work in and about a water source that supports a fisheries resource.

Two publications available from Fisheries and Oceans Canada, the **Freshwater Intake End-of-Pipe Fish Screen Guideline** and the **Fish Screening Directive**, will be of assistance to you in selecting the appropriate screen for your intake.

The **Habitat Management Program**, Ministry of Environment (formerly the Ministry of Water, Air and Land Protection) also manage the province's freshwater fisheries resource -refer to Habitat Management Program on page 11 of this guide).

The provincial **Fish Protection Act** identifies specific water sources which require protective measures to maintain the fisheries resource.

**Web Sites:**

Fisheries and Oceans Canada

<http://www-heb.pac.dfo-mpo.gc.ca/default.htm>

*Fisheries Act* (federal)

<http://laws.justice.gc.ca/en/F-14/index.html>

Fisheries (Ministry of Environment)

<http://www.bcfisheries.gov.bc.ca/fishhabitats/fishandhabitats-conserv.html>

*Fish Protection Act* (provincial)

[http://www.qp.gov.bc.ca/statreg/stat/F/97021\\_01.htm](http://www.qp.gov.bc.ca/statreg/stat/F/97021_01.htm)

Streamside Protection Regulation

[http://www.qp.gov.bc.ca/statreg/reg/F/FishProtect/10\\_2001.htm](http://www.qp.gov.bc.ca/statreg/reg/F/FishProtect/10_2001.htm)

Sensitive Streams Designation and Licensing regulation

[http://www.qp.gov.bc.ca/statreg/reg/F/FishProtect/89\\_2000.htm](http://www.qp.gov.bc.ca/statreg/reg/F/FishProtect/89_2000.htm)

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**Fisheries and Oceans Canada (Fish Habitat) Offices**

(for the most current contact information, visit the website:

[http://www.pac.dfo-mpo.gc.ca/pages/offices\\_e.htm](http://www.pac.dfo-mpo.gc.ca/pages/offices_e.htm)

**Bella Bella Office**

PO Box 38  
**Bella Bella**, BC V0T 1B0  
Phone: (250) 9572363  
Fax: (250) 957-2767

**Bella Coola Office**

PO Box 130  
**Bella Coola**, BC V0T 1C0  
Phone: (250) 799-5345  
Fax: (250) 799-5540

**Campbell River Office**

315-940 Alder St.  
**Campbell River**, BC V9W 2P8  
Phone: (250) 850-5701  
Fax: (250) 286-5852

**Cariboo Area**

310A North Broadway  
**Williams Lake**, BC V2G 2Y7  
Phone: (250) 398-6544  
Fax (250) 398-8092

**Chilliwack Office**

45742 A Yale Rd.  
**Chilliwack**, BC V2P 2N4  
Phone: (604) 702-2278  
Fax: (604) 702-2280

**Clearwater Office**

PO Box 610 – 1121 E Yellowhead Hwy.  
**Clearwater**, BC V0E 1N0  
Phone: (250) 674-2633  
Fax: (250) 674-3553

**Comox Office**

148 Port Augusta St.  
**Comox**, BC V9M 3N6  
Phone: (250) 339-2031  
Fax: (250) 339-4612

**Delta Office**

100 Annacis Parkway, Unit 3  
**Delta**, BC V3M 6A2  
Phone: (250) 666-8266  
Fax: (250) 666-7112

**Duncan Office**

Box 241- 5653 Club Rd.  
**Duncan**, BC V9L 3X3  
Phone: (250) 746-6221  
Fax: (250) 746-8397

**Gold River Office**

499 Muchalaht Dr. (Box 130)  
**Gold River** BC, V0P 1G0  
Phone: (250) 283-9075  
Fax: (250) 283-9058

**Hazelton Office**

Box 490 4351-11th Ave.  
**New Hazelton**, BC V0J 2J0  
Phone: (250) 842-6327  
Fax: (250) 842-6283

**Kamloops Office**

985 McGill Place  
**Kamloops**, BC V2C 6X6  
Phone: (250) 851-4950  
Fax: (250) 851-4951

**Langley Office**

5550 - 268th St.  
**Langley**, BC V4W 3X4  
Phone: (604) 607-4150

**Lillooet Office**

Box 315 - 654 Industrial Place  
**Lillooet**, BC V0K 1V0  
Phone: (250) 256-2650  
Fax: (250) 256-2660

**Masset Office**

90 Old Beach Rd.  
**Masset**, BC V0T 1M0  
Phone: (250) 626-3316  
Fax: (250) 626-3253

**Mission Office**

32873 London Ave.  
**Mission**, BC V2V 6M7  
Phone: (604) 814-1055  
Fax: (604) 814-1064

**Nanaimo (Front Street) Office**

60 Front St.  
**Nanaimo**, BC V9R 5H7  
Phone: (250) 754-0230  
Fax: (250) 754-0309

**Nanaimo (SCD) Office**

3225 Stephenson Pt. Rd.  
**Nanaimo**, BC V9T 1K3  
Phone: (250) 756-7270  
Fax: (250) 756-7162

**Nelson Office**

118 McDonald Dr.  
**Nelson**, BC V1L 6B9  
Phone: (250) 352-0891 or (250) 352-0892  
Fax: (250) 352-0916

**Parksville Office**

457 East Stanford Ave.  
**Parksville**, BC V9P 1V7  
Phone: (250) 954-2675  
Fax: (250) 248-6776

**Parksville Office**

1100 Lee Rd.  
**Parksville**, BC V0R 2S0  
Phone: (250) 954-1354  
Fax: (250) 954-0173

**Pender Harbour Office**

Box 10 12841 Madeira Park Rd,  
**Madeira Park**, BC V0N 2H0  
Phone: (604) 883-2313  
Fax: (604) 883-2152



Penticton Office  
105-3547 Skaha Lake Rd.  
**Penticton**, BC V2A 7K2  
Phone: (250) 770-4486 or (250) 770-4487  
Fax: (250) 770-4498

Port Alberni Office  
250 - 4877 Argyle St.  
**Port Alberni**, BC V9Y 1V9  
Phone: (250) 720-4440  
Fax: (250) 724-2555

Port Hardy Office  
Box 10, 8585 Wolloson Rd.  
**Port Hardy**, BC V0N 2P0  
Phone: (250) 949-6422  
Fax: (250) 949-6755

Powell River Office  
7255 Duncan St.  
**Powell River**, BC V8A 5N6  
Phone: (604) 485-7963  
Fax: (604) 485-7439

Prince George Office  
3690 Massey Dr.  
**Prince George**, BC V2N 2S8  
Phone: (250) 561-5366  
Fax: (250) 561-5534

Prince Rupert Office  
417-2nd Ave. West,  
**Prince Rupert**, BC V8J 1G8  
Phone: (250) 627-3499  
Fax: (250) 627-3427

Queen Charlotte City Office  
PO Box 99, 137 Bay St.  
**QCC**, BC V0T 1S0  
Phone: (250) 559-4413  
Fax: (250) 559-4678

Quesnel Office  
1205 North Cariboo Hwy, #97  
**Quesnel**, BC V2J 2Y3  
Phone: (250) 992-2434  
Fax: (250) 992-7232

Shuswap Area  
Box 1160 1751-10<sup>th</sup> Ave. SW  
**Salmon Arm**, BC V1E 4P3  
Phone: (250) 804-7000; Fax: (250) 804-7010

Skeena Area  
Box 578 3177 Tatlow Rd.  
**Smithers**, BC V0J 2N0  
Phone: (250) 847-2313; Fax: (250) 847-4723

Squamish Office  
1120 Hunter Place, Box 2360,  
**Squamish**, BC V0N 3G0  
Phone: (604) 892-3230  
Fax: (604) 892-2378

Steveston Office  
12551 No. 1 Rd.  
**Richmond**, BC V7E 1T7  
Phone: 604-664-9250  
Fax: 604-664-9255

Terrace Area Office  
5235 A Keith Ave.  
**Terrace**, BC V8G 1L2  
Phone: (250) 615-5350

Fax: (250) 615-5364

Tofino Office  
Box 48, 161 1st Street 2nd Fl,  
**Tofino**, BC V0R 2Z0  
Tel: (250) 725-3500  
Fax: (250) 725-3944

Upper Nass (New Aiyansh) Office  
Box 29,  
**Nass Camp**, BC V0J 3J0  
Phone: (250) 633-2408  
Fax: (250) 633-2439

Vancouver RHQ Office  
Suite 200 - 401 Burrard St.  
**Vancouver**, BC V6C 3S4  
Phone: (604) 666-0384  
Fax: (604) 666-1847

Victoria Office  
4250 Commerce Circle,  
**Victoria**, BC V8Z 4M2  
Tel: (250) 363-3252  
Fax: (250) 363-0191

Victoria – CCG Office  
25 Huron St.  
**Victoria**, BC V8V 4V9  
Phone: (250) 480-2600  
Fax: (250) 480-2702

Whitehorse Office  
100 - 419 Range Rd.  
**Whitehorse**, Yukon Y1A 3V1  
Phone: (867) 393-6722  
Fax: (867) 393-6738

Williams Lake Office  
310A North Broadway,  
**Williams Lake**, BC V2G 2Y7  
Phone: (250) 305-4002  
Fax: (250) 305-3017



## Forests, Ministry of:

### Removal of timber

You may cut and remove from private or Crown land timber necessary to permit construction and maintenance of works authorized under a water licence.

The cutting of any merchantable Crown timber will require a **Forestry Licence to Cut**, obtained from the Ministry of Forests district office. The Crown may retain ownership of all merchantable timber that is cut. Compensation may also be payable to the province for trees that are removed or damaged on Crown land. There may be other requirements for rehabilitation of the cut area to restore it to a productive site for growing crop trees and/or silviculture obligations such as the reforestation of any cleared trees.

There will be requirements for disposal of slash that may include piling and burning, burying or other means as determined by the forest district office. If you intend to burn slash, you must also obtain a **Burning Permit** from the Ministry of Forests.

### Construction of works within the right of way of existing forest roads

If you propose to construct works within the right of way of an existing forest road, you will need to gain authorization for those works. As illustrated below in the flowchart of permit/agreement requirements for existing forest roads, you must:

- a) for a **Forest Service road**, obtain a **Works Permit** issued by the Ministry of Forests. The Works Permit will include a *Schedule of Construction Requirements* to specify conditions for construction that you must meet. The Ministry of Forests timelines to respond to a request for a Works Permit will vary depending on the complexity of your project and the scope and nature of the potential impacts. It is recommended that you submit your request at least three months in advance of the planned construction start date.
- b) for a road under an existing **Road Permit** or **Special Use Permit**, negotiate an **Agreement to Construct Works** with the permit holder. You must negotiate the terms of the agreement whereby you agree to comply with due diligence / best practices requirements to protect the safety of road users; the road and associated infrastructure; the environment, including forest resources and other social and economic values; the legal rights of the permit holder authorized to use the road for harvesting of Crown timber or other industrial purpose; and the legal rights of a forest agreement holder's operations as set out in a Forest Stewardship Plan or Forest Development Plan.

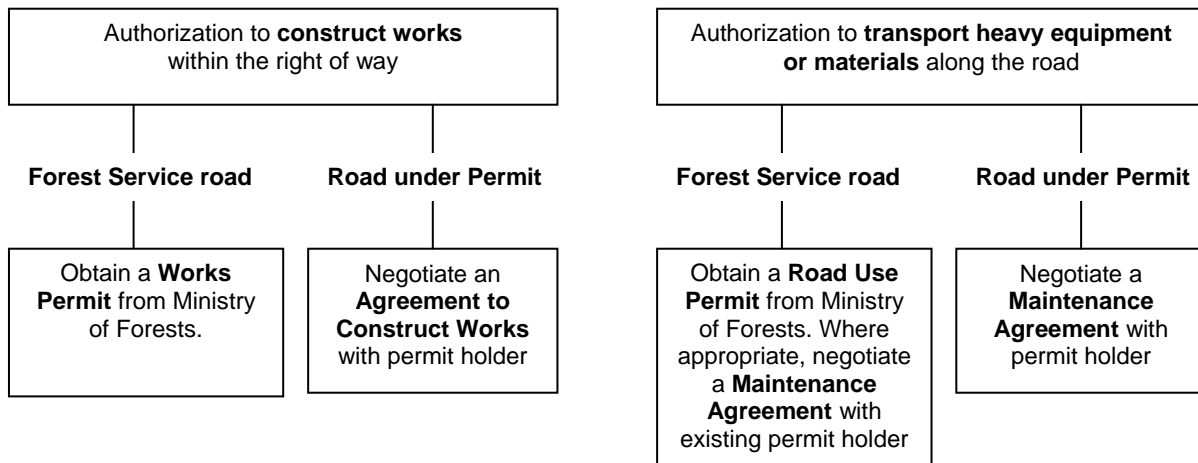
### Use of existing forest roads to transport heavy equipment or materials

If you propose to use an existing forest road to transport heavy equipment or materials, you will be considered an 'industrial user' as described in Section 22.1(2) of the *Forest and Range Practices Act*. As illustrated below in the flowchart of permit / agreement requirements for existing forest roads, you must:

- a) for a **Forest Service road**, obtain a **Road Use Permit** from the Ministry of Forests.

- If no other industrial users are currently using the Forest Service road, you should expect that the district manager will direct you to carry out all required road maintenance while you are using the road.
  - If another industrial user holds a Road Use Permit to use the Forest Service road and has been directed by the district manager to carry out road maintenance, you must also negotiate a **Maintenance Agreement** with the permit holder to pay for your fair share of the road maintenance costs;
- b) for a road under **Road Permit** or **Special Use Permit**, notify the permit holder of road use at least five clear days ahead of startup, negotiate a **Maintenance Agreement** with the permit holder, and pay your fair share of road maintenance as per the agreement.

### Permit / Agreement Requirements for Existing Forest Roads



### Livestock Watering

The Ministry of Forests also issues **Grazing Permits** for livestock on Crown land. In some locations in the province it may be necessary to obtain a Grazing Permit before a water licence application for livestock watering is filed with Water Stewardship, Ministry of Environment.

**Web Sites:** Ministry of Forests

<http://www.for.gov.bc.ca/>

*Forest Act*

[http://www.qp.gov.bc.ca/statreg/stat/F/96157\\_00.htm](http://www.qp.gov.bc.ca/statreg/stat/F/96157_00.htm)

*Forest and Range Practices Act and Regulations*

<http://www.for.gov.bc.ca/code>

*Forest Practices Code and Regulations— Transition Version (Pre-January 31, 2004)*

<http://www.for.gov.bc.ca/tasb/legsregs/fpc/fpc.htm>

Refer to blue pages of phone book, under Government of British Columbia for offices.

**Habitat Management Program:**

Habitat Management Officers with the Ministry of Environment (formerly the Ministry of Water, Air and Land Protection) review referrals which involve fish and wildlife habitat. Site visits are undertaken to ensure that the potential adverse effects on fish and wildlife habitats are minimized.

In addition to the federal *Fisheries Act*, Habitat Management Officers also assess proposals for work in-and-about a stream to see if they are in compliance with the provisions of the provincial *Water Act*, *Fish Protection Act* and the Water Regulation.

Habitat Management staff can supply guides for protecting fish and fish habitat. The booklet titled "**A Users Guide to Working In and Around Water**" (revised March 1998) is a comprehensive guide of both federal and provincial legislation for working in and around water.

Additional publications include "**Fish and Fish Habitat Protection: Best Management Practices**" available in Nanaimo for Vancouver Island, and "**Stream and the Property Owner**" and "**Lake Care: A property owner's guide to conserving fish habitat in lakes**", available in Penticton for the Southern Interior Region.

Refer to the blue pages in the phone book, under Governments of British Columbia, for the Ministry of Environment offices.

**Health Authorities and Ministry of Health:**

The **Drinking Water Protection Act Regulations** define a waterworks system as being "a system of water supply including its source, treatment, storage, transmission and distribution facilities, where water is furnished or offered for domestic purposes, but does not include a water supply serving only one single family residence." This definition includes waterworks systems for restaurants and other public buildings where water is made available to the public.

Any person who intends to construct, alter, or extend a waterworks system must first obtain a **Construction Permit** from the regional public health engineer (refer to section 2 of the Regulation). A person must also obtain an operating permit from a medical health officer or public health inspector before the waterworks system is put into use.

The Drinking Water Protection Regulations also describe the responsibilities of the water purveyor, which include supplying potable water to consumers, disinfecting surface water and preparing an emergency response plan. Water purveyors must also monitor the quality of the water they provide to consumers to ensure that it meets both the microbiological standard listed in the Schedule of the Regulation and the Guidelines for **Canadian Drinking Water Quality**.

Water purveyors are required to perform water quality monitoring at the direction of the public health inspector or medical health officer. The owners of private water supplies are advised to periodically monitor their water for bacteria and chemical content.

The **Sanitary Regulation**, pursuant to the *Health Act*, prescribes set backs between wells and sources of contamination and prohibits contamination of any domestic water source.

**Regional Health offices** will be able to supply you with a list of accredited or approved laboratories to perform your water testing and can explain what the results of the test mean.

**Health Authorities:**

**Northern Health**

Suite 300 - 299 Victoria Street  
Prince George, B.C. V2L 5B8  
Phone: (250) 565-2649  
Fax: (250) 565-2640  
www: <http://www.northernhealth.ca>

**Interior Health**

220 - 1815 Kirschner Road  
Kelowna, B.C. V1Y 4N7  
Phone: (250) 862-4200  
Fax: (250) 862-4201  
www: <http://www.interiorhealth.ca>

**Vancouver Island Health Authority**

1952 Bay Street  
Victoria, B.C. V8R 1J8  
Phone: (250) 370-8699  
Fax: (250) 370-8750  
www: <http://www.viha.ca/>

**Vancouver Coastal Health**

10th Floor - 601 West Broadway  
Vancouver, B.C. V5Z 4C2  
Phone: Toll Free 1-866-884-0888  
Local (604) 875-4252  
Fax: (604) 875-4750  
www: <http://www.vch.ca/>

**Fraser Health**

300 - 10334 152A Street  
Surrey, B.C. V3R 7P8  
Phone: Toll Free 1-877-935-5669  
Local: (604) 587-4600  
Fax: (604) 587-4666  
www: <http://www.fraserhealth.ca>

**Provincial Health Services Authority**

700-1380 Burrard St  
Vancouver, B.C.  
V6Z 2H3  
Phone: (604) 675-7400  
Fax: (604) 708-2700  
www: <http://www.phsa.ca>

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**Web Sites:** Ministry of Health Services  
<http://www.health.gov.bc.ca/>

*Drinking Water Protection Act and Regulations*  
[http://www.qp.gov.bc.ca/statreg/stat/D/01009\\_01.htm](http://www.qp.gov.bc.ca/statreg/stat/D/01009_01.htm)  
[http://www.qp.gov.bc.ca/statreg/reg/D/200\\_2003.htm](http://www.qp.gov.bc.ca/statreg/reg/D/200_2003.htm)

Drinking Water Program  
<http://www.hlth.gov.bc.ca/protect/water.html>

Well Protection Toolkit  
[http://www.env.gov.bc.ca/wat/gws/well\\_protection/wellprotect.html](http://www.env.gov.bc.ca/wat/gws/well_protection/wellprotect.html)

### **Improvement Districts:**

Improvement Districts are autonomous local government bodies responsible for providing one or more local services for the benefit of the residents of an area. There are approximately 270 Improvement Districts in the province and they are usually located in rural areas.

Improvement Districts supply such services as domestic water supply, irrigation, dyking, drainage, fire protection and street lighting.

While Improvement Districts are independent public bodies, they are subject to supervision from the Ministry of Community, Aboriginal and Women's Services, Local Government Division.

**Web Sites:** Local Government  
<http://www.civicinfo.bc.ca/>

Ministry of Community Services  
<http://www.cserv.gov.bc.ca/lgd/>

Refer to the blue pages in the phone book under Municipalities and Regional Districts.

### **Irrigation and Agriculture:**

The Ministry of Agriculture and Lands can provide guidance on both irrigation and livestock water needs.

In addition, the **Irrigation Industry Association of British Columbia** was formed in 1979 to provide a forum for manufacturers, suppliers, and contractors to get together to communicate and exchange information about the irrigation industry.

#### ***Association Objectives:***

- To foster and promote the interests and welfare of the irrigation industry and its members.

- To establish and develop a means for the exchange of information and ideas within the industry.
- To establish and promote guidelines, standards and specifications for the design and installation of irrigation systems.
- To promote and encourage harmony and cooperation between members and others who are directly or indirectly engaged in the industry or other related industries.
- To promote and encourage public awareness and appreciation of irrigation and water management.

To determine your water irrigation requirements, the range of crops, the type of soil and the area of land to be irrigated must all be considered. A peak flow rate and the quantity of water required annually for each acre irrigated (the duty) can be determined using information obtained from the "**B.C. Sprinkler Irrigation Manual**" and the "**B.C. Trickle Irrigation Manual**". These manuals also provide information on water quality requirements and irrigation system design, management and operation.

These publications are available from the **Irrigation Industry Association of B.C.** (604-859-8222).

**Web Sites:** Ministry of Agriculture and Lands  
<http://www.gov.bc.ca/al>

Irrigation Industry Association of BC  
<http://www.irrigationbc.com/>

Refer to the blue pages of phone book, under Government of British Columbia for offices for the Ministry of Agriculture and Lands.

<b>Land Title:</b>	<b>BC Land Title and Survey Authority</b>
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The Land Title and Survey Authority of British Columbia (the "Authority") is an independent, not-for-profit corporation without share capital. It is established under the [Land Title and Survey Authority Act](#) (the "Act") and has responsibility for managing, operating and maintaining British Columbia's land title and land survey systems. The Authority is responsible for the following three main functions:

- [Land Title Division](#) – ensuring the continued integrity of BC's Torrens system for registering land titles;
  - [Surveyor General Division](#) – maintaining the quality of the land survey structure of the Province and issuing Crown Grant documents that transfer Crown land into private ownership; and
  - [Corporate Services Division](#) – provides the Authority with finance, human resources and corporate support services.
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The following information has been obtained from the brochure titled: "**What the Land Title Office can do for You**" produced by the Ministry of the Attorney General.

In British Columbia, ownership of land, also known as land title, is registered at the Land Title Office.

To access land title records you can:

- access a Land Title Office;
- obtain a land title search from the Government Agent's Office located in BC Access Centers across the province; and
- contact private agencies - refer to "Title Services" in the yellow pages of the phone book;

**Web Site:** BC Land Title and Survey Authority  
<http://www.ltsa.ca/>

**Office Locations, Land Title:** [http://www.ltsa.ca/ltsa\\_contact.htm](http://www.ltsa.ca/ltsa_contact.htm)

**Kamloops/Nelson Land Title Office**

114 - 455 Columbia St.

**Kamloops**, BC V2C 6K4

Phone: (250) 828-4455; Fax: (250) 371-3717

**Victoria Land Title Office**

850 Burdett Ave.

**Victoria**, BC V8W 1B4

Phone: (250) 387-6331; Fax: (250) 356-6060

**Lower Mainland Land/Prince George/Prince Rupert Title Office**

Suite 300, 88 Sixth Street

**New Westminster**, BC V3L 5B3

Phone: (604) 660-2595 Fax: (604) 660-4064

<b>Navigable Waters:</b>	<b>Transport Canada, Marine Safety</b>
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The *Navigable Waters Protection Act* (NWPA) establishes the public right of marine navigation on all the navigable waterways, including freshwater, of Canada. A "**navigable waterway**" is defined "as any body of water capable of being navigated by floating vessels of any description.."

Under the NWPA "**work**" is defined as follows:

- (a) any bridge, boom, dam, wharf, dock, pier, tunnel or pipe and the approaches or other works necessary or appurtenant thereto,
  - (b) any dumping of fill or excavation of materials from the bed of a navigable water,
  - (c) any telegraph or power cable or wire, or
  - (d) any structure, device or thing, whether similar in character to anything referred to in this definition or not, that may interfere with navigation.
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Depending on the nature of your planned work, an application may need to be filed as part of the NWPA Approval procedure. The Regulations for the NWPA provide specific direction on how navigable waterways are to be managed.

**Web Site:**

Transport Canada

<http://www.tc.gc.ca/en/menu.htm>

*Navigable Waters Protection Act and Regulations*

<http://www.tc.gc.ca/acts-regulations/GENERAL/N/nwpa/menu.htm>

**Navigable Waters Protection Office location:**

Navigable Waters Protection

Transport Canada

Marine Safety

620-800 Burrard St.

**Vancouver**, BC V6Z 2J8

Phone: (604) 775-8867; Fax: (604) 775-8828

<b>Regional Districts:</b>	<b>Ministry of Community Services</b>
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Regional District offices can provide maps that contain recent subdivisions of land in your area. These maps are a good source for preparing the drawing required with your application for a water licence. In addition, **Ministry of Environment** offices can accept drawings in digital format (ArclInfo export file or an ArclInfo coverage file).

In many parts of British Columbia subdivision approvals fall under the jurisdiction of the Regional District (or other local government) approving officers. Subdivision approval is subject to proof of a water supply for each parcel under the **Subdivision Regulation**, pursuant to the *Local Services Act*.

**Web Sites:**

Ministry of Community Services

[http://www.mcaaws.gov.bc.ca/lgd/pol\\_research/lgadvice](http://www.mcaaws.gov.bc.ca/lgd/pol_research/lgadvice)

Regional Districts and Municipalities

<http://www.civicnet.gov.bc.ca/members/municipalities/index.shtml>

Refer to the blue pages of phone book, under Municipalities and Regional Districts for offices.

<b>Transportation, Ministry of:</b>	
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Any work within a public road allowance or which crosses a road will require a Permit from the Ministry of Transportation. A **Permit to Construct Work within a Highway Right-of-way** is required regardless of the size of pipe, water use or the type of road. A requirement for constructing a pipe under a road is to place the water line within a larger conduit to prevent damage from leakage. This approach will also facilitate pipe maintenance.

For many roads the pipe must be installed without digging up the traveled portion. This requirement will depend on the type of road surface and the volume of traffic. The Ministry of Transportation will be able to provide guidelines for the installation of works that affect roads and road right-of-ways.

In many parts of British Columbia subdivision approvals fall under the jurisdiction of the Ministry of Transportation approving officers. Subdivision approval is subject to proof of a water supply for each parcel under the **Subdivision Regulations**, pursuant to *the Local Services Act*.

**Web Site:** Ministry of Transportation – Development Approvals  
[http://www.th.gov.bc.ca/Development\\_Approvals/home.htm](http://www.th.gov.bc.ca/Development_Approvals/home.htm)

Refer to the blue pages of phone book, under Government of British Columbia for offices.

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