

Chapter 4.7 Completing Short Term Water Use Activity Details

4.7 Short-Term Water Use

Authorization to divert or use surface water or groundwater for energy resource activities is obtained through either a licence or use approval, issued under Section 9 or 10, respectively, of the [Water Sustainability Act](#) (WSA).

Applicants applying for a use approval must complete a Short-Term Water Use application in the Application Management System (AMS). A Short-Term Water Use application is made up of two tabs: Short-Term Water Use (POD) Overview and Point of Diversion Details.

Applications for water licenses cannot be submitted through AMS. Information and guidance related to the water licence application process is available from the [Regulator's Water Information website](#).

Water resources in the province of British Columbia are co-managed by the Regulator and the Ministry of Forests.

The Regulator is responsible for any authorizations issued to energy resource operators that are required to facilitate the carrying out of energy resource activities. This includes applicants that are not energy resource operators but whose primary business is to supply water or water logistic services to energy resource operations.

This section includes an overview of short-term water use permitting and provides guidance regarding planning and design, details related to application requirements, and instructions for completing the data fields within an application.

Where short-term water use questions arise that are not addressed in this section, the Regulator's Regional Water Manager or Assistant Water Manager should be contacted.

Please Note:

This manual is written as a whole and is available to industry in sections to allow permit holders to access activity chapters. It is prudent of the permit holder to review the manual in its entirety and be aware of the content in other sections of the manual.

4.7.1 Short-Term Water Use Defined

Short-Term water use for energy resource development is a type of related activity, as defined in ERAA. Through ERAA, the Regulator is empowered to grant authorizations under specified provisions of the Water Sustainability Act.

In accordance with Section 24(3) of ERAA:

- The Regulator may not grant an authorization to a person for a related activity unless the person meets the prescribed requirements.
- For short-term water use related to major projects, prior to application for an energy resource activity related to the project, the Regulator may grant authorizations without the existence of a primary energy resource activity permit or application where it has delegated authorities to do so. Contact the Regulator's Major Projects team for more information.

Applications for use approvals are submitted as either stand-alone, or in combination with primary activity applications. If applying for a stand-alone authorization, a cross-reference number for a related primary activity is required at the time of application in order to verify the applicant criterion is met.

Term

By regulation, a short-term water use approval may be issued for a term not exceeding 24 months. The expiration date is noted on the approval.

A use approval cannot be amended to extend the term beyond 24 months from the date of issuance of the original authorization.

Where short-term water use is required beyond 24 months, applicants must submit a new application to the Regulator and are required to reference the

previous Application Determination (AD) number, short-term water use activity identifier, and/or Legacy BCER Number in the Activity Description section of the Short-Term Water Use (POD) Overview tab.

If activities have not started by the end of the permit term, the applicant must re-apply to the Regulator for a new use approval in order to use water.

4.7.2 Creating a Short-term Water Use Application

Applicants select their applied for activity type in the “create application” screen of AMS. For short-term water use there is only one activity: Short Term Water Use (POD).

Point of Diversion Application

A short-term water use approval is required for water withdrawals from pre-defined points of diversion (POD). Applications can be made for single or multiple points of diversion. Points of diversion include rivers/streams, lakes/ponds, and water source dugouts.

Short-Term Water Use Applications

A short-term water use approval is required for any water to be diverted or used, for the purpose of an energy resource activity. New short-term water use authorizations are also required to:

- Continue water use where a pre-existing use approval has expired; and/or
- Divert or use water from a new diversion point.
- The applicant must provide details on their water demand and a rationale to support the volume of water requested.
- The applicant must provide information on associated works or activities, such as water storage, water transportation methodology (pipeline, truck, etc.), and intake and pumping systems if applicable.

Short-Term Water Use Authorization Amendments

Approval of an authorization amendment is required before the associated use can be carried out. Amendments for short-term water use authorizations are required for:

- Adding or changing diversion points;
- Changing the length of the approval (up to 24 months from the approval's effective date); or
- Any other changes to permit provisions.

By regulation, increases to the authorized total withdrawal volume for any POD cannot be submitted as an amendment unless they were erroneously estimated. Changes in the total withdrawal volume require the current use approval to be cancelled and a new short-term water use application submitted to the Regulator.

When submitting amendments to a short-term water use approval, a letter explaining the amendment and why it is required needs to be submitted.

Short-Term Water Use Policy

The Regulator's authorization of short-term water use approvals is consistent with the provisions of the [Water Sustainability Act](#). The duration of a use approval cannot exceed 24 months. Upon the expiration of a use approval, subsequent applications for authorizations are reviewed and adjudicated as new applications.

In some instances, energy resource operators may require water licences issued by the Regulator including:

- Where a company proposes to construct permanent water infrastructure (e.g., a pipeline) as part of its water supply strategy.
- Where a company requires assurance of long-term water access through the "first in time, first in right" principle of the [Water Sustainability Act](#).
- When a company proposes to divert surface or groundwater into a structure that is a dam under Part 2 the Dam Safety Regulation.

Water Source Details

Water source types must be identified when submitting a short-term water use application. Applicants must determine and select the purpose, quantity, source of water, and the works required.

The Water Sustainability Act vests “the water at any time in a stream” and the “percolation and flow of groundwater” to the Crown. The WSA defines groundwater as “water naturally occurring below the surface of the ground” and considers all groundwater to be from an aquifer.

An aquifer is defined in the WSA as:

- “(a) a geological formation,
- (b) a group of geological formations, or
- (c) a part of one or more geological formations that is groundwater bearing and capable of storing, transmitting and yielding groundwater.”

Definitions for surface water source types include:

- **Lake/pond:** a body of relatively still fresh water, localized in a basin. Lakes and ponds are contrasted with rivers or streams, which normally flow. There are no universally accepted criteria to distinguish ponds from lakes, however, as general guidance; ponds can range in size from a few square metres to approximately two hectares, while lakes are generally larger than two hectares. Most lakes are filled and drained by rivers and streams. Lakes and ponds are both “streams” as defined in the Water Sustainability Act.
- **Stream:** a natural watercourse of fresh water flowing towards an ocean/sea, lake or other river, sometimes drying up prior to reaching another water body. Small channels may also be called by several other names, including stream, creek, brook, rivulet, tributary, rill, ravine and gully. A stream in this manual specifically refers to a stream as defined in the Water Sustainability Act, which includes: a lake, pond, river, creek, spring, ravine, gulch, wetland (swamp, marsh or fen) or glacier, whether or not usually containing water, including ice.
- **Water source dugout:** created when a pit or other earthen excavation is used as a source of water that has naturally accumulated water via surface water diversion, runoff, snowmelt, rainfall, or groundwater inflow. Refer to the [“Water Policy Bulletin: Authorization requirements for storage and use of water in dugouts August 2017”](#) for more information

under the Water Sustainability Act. For dams refer to Part 2 of the [Dam Safety Regulation](#).

Water Storage

Authorization is required for the storage of water diverted under a short-term water use approval. Storage should be selected where the applicant is applying for a section 10 use approval and is intending to store the water before and during use, the applicant is required to provide the following information pertaining to the primary storage locations to be authorized:

- A table listing the location(s) of primary water storage sites, with UTM coordinates and/or other location identifiers;
- Type of water storage (e.g. tank, c-ring, earthen excavation, dugout, dam);
- The total volume of water to be stored at each storage location;
- If water storage is on Crown land, the associated Crown land authorization;
- If water storage is on private land, the name of the landowner and the PID of the private land;
- For all proposed water storage involving earthen excavations provide:
 - Total water storage volume (m³);
 - Maximum height of any berm or barrier above native ground elevation, if the excavation has a berm;
 - Maximum “live water storage” volume (m³), if the excavation has a berm or barrier (Live storage is calculated as the volume of water stored above native ground elevation behind a berm or barrier);

If the water storage is associated with a water licence, the water licence number.

Please be aware that a short-term water use authorization (or a water licence) is required for any water storage structure intercepting groundwater or water from a “stream” as defined in the WSA, regardless of whether the source of water is located on Crown land or private land. Under the Water Sustainability Act, the Regulator cannot authorize in a short-term use approval the storage of water in a Dam to which Part 2 of the [Dam Safety Regulation](#) applies unless the dam has been authorized under a water licence. All storage of water in a Dam to which Part 2 of the Dam Safety Regulation applies must be authorized under a water licence.

Environmental Flow Needs Assessment

The Regulator evaluates Environmental Flow Needs (EFN) as required under Section 15 of the Water Sustainability Act. The EFN of a waterbody is defined as “the volume and timing of water flow required for the proper functioning of the aquatic ecosystem.”

The BC [Environmental Flow Needs Policy](#) is a coarse screen to assess the risk to EFNs (**Figure 1**) where the origin of the water is a stream, lake, or wetland, or a dugout or aquifer that is reasonably likely to be hydraulically connected to a stream, lake, or wetland. An EFN assessment is required for all proposed water withdrawals from a stream, river, lake or wetland.

For proposed water withdrawals from water source dugouts or dams that are potentially hydraulically connected to any streams, lakes or wetlands (e.g., within 50-100 metres) the applicant must assess the hydraulic connectivity. Unless the applicant can demonstrate otherwise, the Regulator will assume hydraulic connection to any waterbody within a reasonable (generally 50-100 metres) distance of the source. If hydraulically connected, the application must also include an assessment of the EFN of the proximal stream, lake or wetland, performed by a Qualified Professional.

In situations where information is available from the [Northeast Water Tool](#), the [Northwest Water Tool](#), or the [Omineca Water Tool](#), these tools can be utilized to assist in assessing the EFN of the primary source.

Applications for water diversion and use in the Blueberry River, Upper Beatton River, and Lower Sikanni Chief River Watersheds shall refer to the New Environmental Flow Needs Framework for Water Management interim [guidance documentation and tool](#). For more information refer to [IU 2023-05](#) Implementing the Northeast British Columbia Treaty Agreements: New Framework for Water Management.

If no information is available from these tools, the EFN of the primary source as well as the EFN of any hydraulically connected stream, lake or wetland must be assessed by a Qualified Professional and a report submitted to the Regulator with the short-term water use application.

If the application relates to water in an aquifer the applicant is required to provide the official names of each stream or other aquifers known to the applicant to be reasonably likely to be hydraulically connected to the source aquifer, or if there is no official name, a locational description of each stream or aquifer.

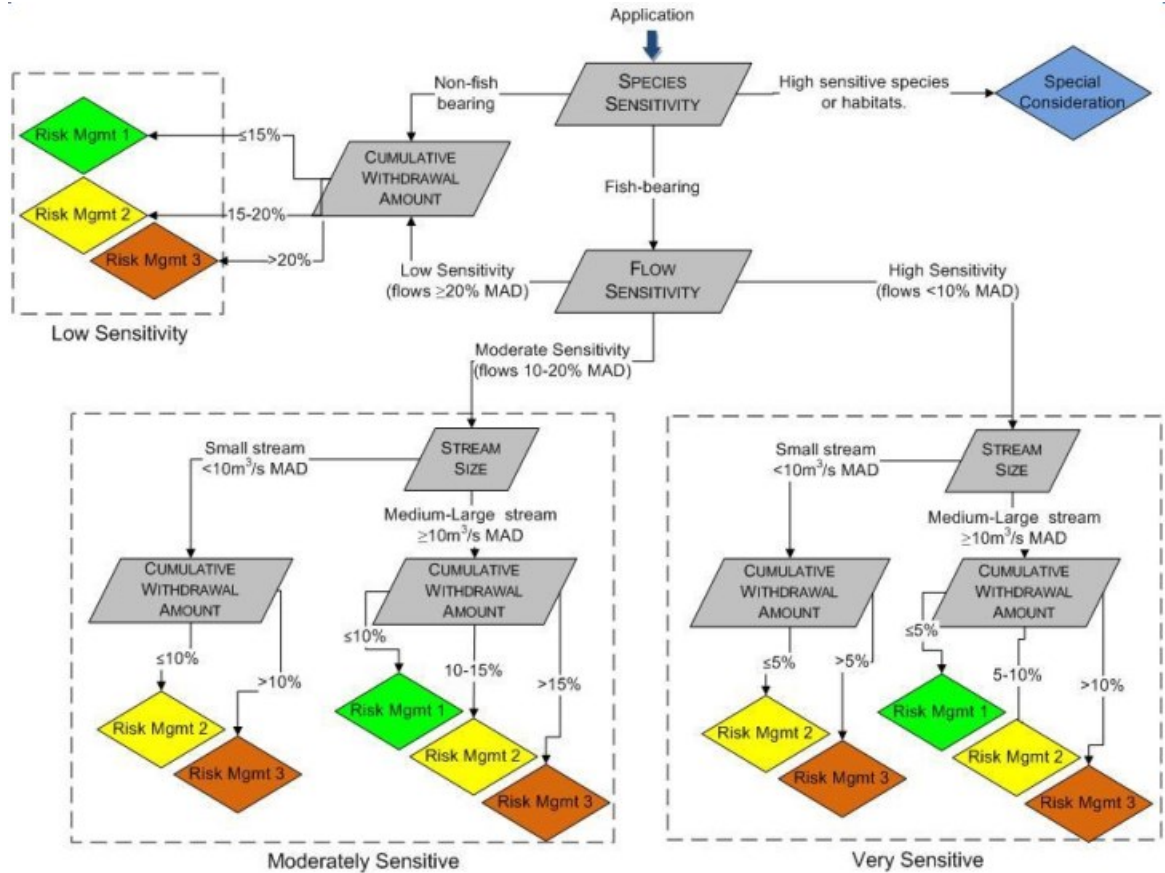


Figure 1. BC EFN Environmental Risk Management Framework

Withdrawal Volumes and the Regulator Decision Framework

The Regulator manages use approvals to protect fisheries or aquatic resources, and the drinking water supply.

There is considerable variability in the hydrology of water bodies across B.C., varying from east (drier) to west (wetter). There is also a very strong seasonality of water supply, varying from high runoff rates during the spring snowmelt period

(typically mid-April until late June), to low runoff rates during winter (typically early-December until late March).

The volume of water requested through a use approval should be reasonable with respect to the associated activities. The short-term water use application should be consistent with the guidance detailed below and consistent with Section 15 of the Water Sustainability Act and the BC [Environmental Flow Needs Policy](#).

If energy resource activities cannot adhere to these water withdrawal guidance recommendations, a rationale and justification must be included in the permit application, along with the additional operational practices or mitigations that will be employed to prevent any adverse effect on the water supply in that watershed. Field-based monitoring evidence must clearly show sufficient inflow to a lake or discharge in a stream to support the requested water withdrawals for the specified time. Applicants are required to use a Qualified Professional to collect, interpret and provide support with field data.

Guidance on water withdrawals are as follows:

- 1) Winter Season Withdrawals in Northeast B.C. (December 1 – March 31)
Watersheds with drainage areas less than 500 square kilometres are likely to have zero or near zero discharge during most winters, and will likely not support water withdrawals.
- 2) Watersheds with drainage areas of 500 square kilometres or greater, the following framework is used to guide winter water withdrawals:
 - Quantitative values on Mean Annual Discharge (MAD) and Dec – Mar winter discharge is estimated for all watersheds in northern B.C. from NEWT, NWWT or OWT.
 - Small rivers and streams in northeast B.C. are subject to deep ice formation and very low flows during the winter period. In some cases, field evidence indicates there can be zero flow. The small quantities of liquid water remaining in small streams during winter can be critical for over-winter survival of fish.
- 3) Water source dugouts: the water in water source dugouts is acquired through the diversion of surface water or shallow aquifers, and/or through the percolation and flow of groundwater, unless proven otherwise. Streams

proximal to water source dugouts (e.g. within 50 to 100 metres of any edge of a water source dugout) have the potential to be hydraulically connected to the dugout. As such, there is a requirement that short-term use approvals for water source dugouts consider the environmental flow needs of streams, lakes or wetlands reasonably likely to be connected to the water source dugout.

Where there are no environmental flow needs concerns relating to proximal streams with a water source dugout, there is no restriction on water withdrawals.

- 4) Winter Season Lake Withdrawals: Inflow to most lakes in northeast B.C. during the winter period is usually zero or near-zero due to prolonged and sustained temperatures below freezing, frozen ground conditions, and the accumulation of precipitation as snow. The maximum cumulative volume of water (for all use approvals and water licences) approved for withdrawal from lakes during the winter flow period is restricted to a 10 centimetre drawdown from the high water level (HWL) mark, as a function of the lake area, regardless of the watershed area for the lake. An estimate must be provided of the available water for authorization in the lake based on a 10 centimetre drawdown and current authorizations. Examples are shown in **Table 4.I**.
- 5) If energy resource activities cannot adhere to the above, the application must include field-based monitoring evidence collected and interpreted by a Qualified Professional which provides clear support showing sufficient inflow to a lake or discharge in a stream during the winter period to support the requested water withdrawals.
- 6) The Regulator will evaluate applications for winter withdrawals outside of northeast B.C. on a case by case basis, taking into account the characteristics of the watershed and the volume of water requested.

Table 4.I. Winter Lake Maximum Water Allocation

Lake	Lake Area (hectares)	Lake Area (m ²)	Maximum Drawdown (m)	Maximum Cumulative Volume for Approval (m ³)
Lake 1	4.3	43,000	0.10	4,300
Lake 2	27.5	275,000	0.10	27,500
Lake 3	11.6	116,000	0.10	11,600

Lake 4	125.0	1,250,000	0.10	125,000
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7) Open-Water Season Withdrawals (April 1 – November 30)

- Rivers and streams: The maximum volume of water approved for withdrawal from rivers and streams during the open-water season is **guided** by the water availability as calculated by NEWT, NWWT or OWT, and the [Environmental Flow Needs Policy](#), as shown in **Figure 1**.
- Lakes: the maximum volume of water approved for withdrawal from lakes during the open-water season is **guided** by the water availability as calculated by NEWT, NWWT or OWT, and limited to the 10 centimetre maximum drawdown limit from the HWL mark. An estimate of the available water must be provided for the lake based on a 10 centimetre drawdown, and other authorizations.
- Water source dugouts: there is no restriction on the water withdrawal from water source dugouts unless additional restrictions are required as a result of the Environmental Flow Needs of hydraulically connected streams.

Please Note:

Please be aware that the WSA gives the decision maker the discretion to request any additional information he or she may deem necessary for a determination to be made on the application.

Cancellation and Expiration of Short-Term Water Use Approvals

If a permit holder decides not to use water from an active use approval, the permit holder may submit a letter requesting cancellation of the authorization prior to expiry of the authorization to the Authorizations Director of the Regulator administrative zone in which the POD is located. The cancellation request letter must clearly identify:

- Application Determination and Short-Term Water Use numbers assigned within AMS;
- Point(s) of diversion; and
- Whether or not any water withdrawal has occurred to date.

If water withdrawal occurred prior to the date of cancellation, the permit holder is required to report water withdrawal up to the date of cancellation.

4.7.3 Short-Term Water Use Planning & Design

This section provides typical planning and design requirements, guidelines, and considerations when planning and designing for short-term water use for an energy resource activity application. The standards and guidelines presented here form a substantial basis for assembling an application. The Regulator reviews the short-term water use application relative to the engineering and technical information provided in the Application Management System; therefore, applicants should review this section for an indication of any application requirements or attachments required in relation to the required components.

Regulatory Requirements

Short-term water use activities must comply with the requirements outlined in the [Water Sustainability Act](#) and its regulations, including the [Water Sustainability Regulation](#), the [Groundwater Protection Regulation](#) and the [Dam Safety Regulation](#).

The Regulator does not grant exemptions under the Water Sustainability Act. However, some relevant activities are exempted by regulation from requiring authorization under the Act to divert and use water. Specifically, the exemption for well drilling as it pertains to geotechnical investigations specified in Part 4 of the Water Sustainability Regulation. Under this Part, use approvals are not required for geotechnical or geophysical drillings as long as (among other restrictions as specified in this Part):

- The water diversion is done by or supervised by a Professional Engineer or Professional Geoscientist licensed or registered under the Engineers and Geoscientists Act, or a qualified well driller as per Section 7 (a) (1) of the Groundwater Protection Regulation, for geotechnical or geophysical exploration wells;
- The proponent does not divert water from any one location on a stream or aquifer for more than 5 consecutive days;
- The proponent does not divert water from a stream or aquifer for more than 10 days in any calendar month;
- The proponent does not divert more than 10 m³ of water per day from a stream or aquifer;

- The proponent does not divert or use water from a wetland;
- The proponent does not divert or use water from a stream that is within the boundaries of a protected area;
- The proponent does not divert or use water from a stream, other than a lake, unless the width of the flowing water in the stream channel is at least 5 metres at surface level; and/or
- The proponent does not divert or use water from a lake unless the surface area of the lake is at least one hectare.

Guidance Requirements

In addition to this Energy Resource Activity Application Manual, short-term water use applicants should review the following:

- Environmental Protection Management Regulation and Guideline;
- Wildlife Act requirements to leave muskrat and beaver houses and dens undisturbed;

Additionally, the following operational requirements must be planned for and met:

- End-of-pipe intakes must be screened with maximum mesh sizes in accordance with the Fisheries and Oceans Canada ['Interim Code of Practice: End-of-pipe fish protection screens for small water intakes in freshwater'](#).

Water Supply Verification (Northeast, Northwest, and Omineca Water Tools)

When making an application for short-term use of water from specific points of diversion, applicants are required to indicate that sufficient water supply has been verified.

Before submitting an application to the Regulator, applicants are required to utilize the [Northeast Water Tool \(NEWT\)](#), the [Northwest Water Tool \(NWWT\)](#) or the [Omineca Water Tool \(OWT\)](#), as applicable, to assist in estimating the water supply within the watershed of the proposed water source and in determining whether water is likely to be available for permitting at the POD within the watershed of the proposed water source.

Reports generated from NEWT, NWWT, or OWT provide information on estimated mean monthly discharge, existing licenced or approved uses, and potentially available water based on the B.C. Environmental Flow Needs Policy Risk Management Levels. Applicants are required to use the generated reports and submit these reports with all short-term water use applications for watercourses, where data from these tools is available. If no report is available from these tools, the required information must be submitted by a Qualified Professional.

The Regulator's water information webpage provides detailed information on the use and limitations of the [Water Tools](#). Please be aware that **these tools are not useful for estimating the annual or seasonal runoff into water source dugouts, and there is a higher degree of uncertainty for watersheds smaller than 500 km².**

Where streamflow measurements exist, such as from the Water Survey of Canada or industry-specific measurement sites, applicants are encouraged to supplement the Water Tool analysis with data from these sources. In addition to the online Water Tools, the Regulator makes available the [Water Portal](#), which provides access to available hydrometric and climate data.

Additional information is required for sensitive and highly variable streams, and large water volume requests. Because of the natural variability and associated low flows, it is recommended that a low flow analysis be conducted and the seasonal withdrawal period be considered. Open-water season is defined as April 1 – November 30 and the winter water season is defined as December 1 – March 31.

Water Sources with Water Allocation Restrictions

Some water sources (rivers, lakes, springs, etc.) in Northeast B.C. are noted by the Ministry of Environment (MOE) and MOF as having [Water Allocation Restrictions](#).

A Water Allocation Restrictions map layer is contained in the Regulator's GIS coverage titled Areas Established by BCER. Industry is advised when a Point of Diversion (POD) application is located within a source specified as having a Water Allocation Restriction via the Application Analysis Tool Report, or the SOE (Spatial Overlay Engine) Report. An applicant for sources specified as having a

Water Allocation Restriction is required to submit additional information to support the application.

A Water Allocation Restriction alerts water users and Regulator staff of current or potential water allocation concerns. This information is considered by the Regulator, along with all other relevant information, when making short-term water use decisions.

Three types of Water Allocation Restrictions are noted in the Regulator's map coverage:

- **Fully Recorded** indicates that the source has water shortages and that water for further allocations may be limited, seasonally limited, or not available.
- **Possible Water Shortages** indicates that the stream is nearing the Fully Recorded stage and there is potential for periods of insufficient water availability.
- **Office Reserve** indicates that a specialized comment has been placed by MOE/MOF on the source that must be taken into consideration for further water allocation decisions.

As per Section 12.1.b.iii (Application and Decision Maker Initiatives) and Section 15.1 and 15.2 (Environmental Flow Needs) of the Water Sustainability Act, the Regulator requires that an application for water diversion from a source specified as having a Fully Recorded or Possible Water Shortage status include a hydrological report to support the application. The hydrological report will:

- Be produced by a Qualified Professional;
- Provide detailed information on weekly, monthly, seasonal, and annual means and variable discharge for the source, derived from analysis of long-term streamflow data associated with the source or from simulations based on long-term hydrology data;
- Document existing authorized water diversions on the source, and quantify the extent by which existing diversions affect weekly, monthly, seasonal, and annual discharge at the POD;
- Document fisheries utilization of the water source at and downstream of the POD, and the Environmental Flow Needs of the source to maintain fish resources, where the Water Allocation Restriction is associated with fisheries or environmental flows;

- Document community or domestic drinking water use and other licensed water diversions at and downstream of the POD, where the Water Allocation Restriction is associated with maintaining community or domestic drinking water supply or another existing licenced water use.
- Include both the maximum and minimum pumping rates, and the minimum depth (e.g. minimum 0.30 m) above the bottom of the watercourse to install the pump to prevent entrainment of sediment and aquatic organisms; and,
- Make recommendations for rates and thresholds of daily, weekly, monthly and seasonal water diversions to address Environmental Flow Needs such that the factors triggering the Water Allocation Restriction specification are addressed.

Approvals for water diversion from sources specified as Fully Recorded or Possible Water Shortage will generally include special permit conditions, including:

- Discharge monitoring before and during diversion (which can include Water Survey of Canada stations, if available);
- Specified Environmental Flow Needs thresholds linked to discharge monitoring, below which water diversion will not occur.

Please be aware that in all cases where EFN threshold conditions have been applied, the Regulator's Compliance and Enforcement Department is tasked with conducting site investigations to ensure compliance.

Authorizations for Crown Land Access and Associated Developments

A short-term water use approval alone does not grant any land tenure or access, only the use of water from the approved diversion point. Additional authorization under either the Land Act, Petroleum and Natural Gas Act, or Section 24 of the Water Sustainability Act may be required.

Applicants must determine if additional authorizations are required to support operations under the use approval. (For example, access to the water withdrawal point(s)). If the proposed activity, as described in the short-term water use application, requires primary or associated activities (roads, water storage sites, pipelines and facilities) and/or the use of Crown land, applicants must apply to the

Regulator for permits related to these requirements. Applicants are encouraged to submit applications for all activities associated with a short-term water use application as a single multi-activity application in AMS.

Additional Requirements for Engaging Rights Holders

For the purposes of short-term water use applications, rights holders as defined in the Water Sustainability Act include: water licensees, applicants for water licences, use approval holders, short-term water use applicants, riparian owners, and landowners whose property is likely to be detrimentally affected by the applicants' operations.

Applicants must notify and engage with rights holders as defined in the Water Sustainability Act and provide a summary of that engagement with their application, using the Rights Holder Engagement Line List as detailed in this manual.

Surface Agreement for Activities on Private Land

Access to private land is not granted along with use approvals. Activities associated with a use approval, that are to be carried out on private land, such as space for pumps or access roads, require a surface agreement with the land owner. Surface agreements must be in place before applying to the Regulator; however, the agreement is not required to be submitted with the application.

Authorizations for Temporary Water Lines or other Works under Section 24 of the Water Sustainability Act

Section 24 of the Water Sustainability Act discusses the requirements for permits needed over Crown land(s). In the application, the applicant must identify, if any, works, as defined in the WSA, that are required for the water withdrawal.

A Section 24 authorization may be issued for the installation of a temporary above ground fresh water line over Crown lands if no new cut is required and the line is not to be run within existing ROWs.

Other Considerations for Temporary Water Lines:

- If a water line is located on Crown land where new cut is required, an associated activity application is required; this process is done through the Application Management System (AMS). The Regulator does not encourage or support additional cut for temporary water lines associated with short-term water use.
- If a temporary water line is required, a map clearly indicating the proposed water line route must be submitted.

Please Note:

Impacts to recreation features, trails, recreation facilities, interpretative forest sites or recreation sites identified, authorized or established under the Forest and Range Practices Act are subject to additional authorizations by the Ministry of Forests. [Applicant Information Guide: Authorization to Use a Recreation Site or Trail \(gov.bc.ca\)](#)

4.7.4 Short-Term Water Use Specific Activity Requirements

This section outlines application requirements for short-term water use applications. Requirements are dependent on the characteristics of each short-term water use activity (i.e. each POD in the application) and are outlined in detail below.

In most cases, the details are input into the short-term water use application tab, but may require the upload of additional attachments to support the details including:

- Water Tool Report (NEWT, OWT, NWWT)
- Environmental Flow Needs (EFN) assessment and mitigation, if required; and/or
- Mapping of hydraulically connected streams, lakes, or wetlands.

If the EFN assessment includes more than one POD, the POD's must be properly labelled to align with the Diversion Map.

Attachments must meet specific size and file formatting restrictions in order to be uploaded correctly, as defined in this manual.

Diversions Map

A diversion map illustrating in detail the location and extent of planned activities at an appropriate scale is required. The diversion map must be uploaded in the Maps and Plans tab of the Application Management System and clearly indicate:

- 1) Map date;
- 2) POD locations and labels;
- 3) Primary Storage site locations;
- 4) Direction of streamflow if withdrawals are proposed from a stream;
- 5) NTS and BCGS map sheet numbers indicated on a legend and on the maps;
- 6) North arrow;
- 7) Version number (for example, "Revision #1, Amendment #1");
- 8) Any planned works associated with the proposed short-term use of water.

4.7.5 Additional Considerations for Short-Term Water Use Activity

Use Approvals Preceding Water Licence Applications

If applying for a short-term use approval with the intent to subsequently apply for a water licence under section 9 of the WSA, a full Water Management Plan (WMP) prepared by a Qualified Professional is required to be submitted. This requirement ensures that all considerations be taken to confirm future water availability and thus the Regulator will treat the short-term use approval application as a water licence application. A WMP template is provided in Appendix B within the [Water Licence Application Manual](#).

Post Approval Reporting

Companies holding short-term use approvals are required to submit monthly water withdrawal data to the Regulator on a quarterly basis. Water withdrawal data must be reported for each approved withdrawal location and is submitted

through [eSubmission](#). For information on eSubmission, please refer to the [eSubmission Portal User Guide](#) on BCER website.

Data submitted quarterly is comprised of the total volume withdrawn each month (cubic metres). If no volume was withdrawn for a reporting period, or a part of a reporting period, a volume submission is still required. In this case, the volume withdrawn is “0.00 m³”. Reporting periods are listed in Table 4.J.

Table 4.J Submission Reporting Periods

Reporting Period	Report by Date
January – March	April 25th
April – June	July 25th
July – September	October 25th
October – December	January 25th

The Regulator deems a failure to report as non-compliance and may take action depending on the severity of the infraction.

If a use approval has been cancelled, the permit holder is only responsible for reporting on water withdrawals occurring up to the cancellation date.

Compliance and Enforcement Related to Water Authorizations

Special conservation officer status allows the Regulator to enforce specific sections of the Water Sustainability Act. Enforcement can include:

- Warnings.
- Prosecution (violation tickets or court appearance).
- Restriction of issuance of renewals and cancellation of existing permits.

Section 94 of the Water Sustainability Act states when and why an approval may be cancelled or suspended by the regulator. Cancellation or suspension by the Regulator can occur when an operator fails to:

- Make beneficial use of the water.
- Construct within the timeframe.

- Pay rental/fees.
- Comply with an approval condition.
- Comply with the Water Sustainability Act.
- And/or other reasons as defined in Section 94 of the Water Sustainability Act.