

Development application guidelines

Archaeological Assessment Report

What is the purpose of this?

An *archaeological assessment report* identifies and evaluates the presence of archaeological resources and outlines measures to mitigate the impact of development on these resources.

These reports are typically required in greenfield development situations and would be required prior to any site alteration works.

Who should prepare this?

The material should be prepared by a professional experienced in the preparation of archaeological assessment reports.

When is this required?

An *archaeological assessment report* may be required for the following application types on properties considered to hold archaeological potential:

- Draft Plan of Subdivision / Condominium
- Site Plan Control
- Consent

Why do we need this?

An *archaeological assessment report* is required on lands that hold archaeological potential in order to ascertain the presence or absence of archaeological resources. If these resources are present, the *archaeological assessment report* should evaluate the significance of these resources and outline measures to mitigate the impact of development on these resources.

The authority to request this assessment arises from the *Canadian Environmental Assessment Act*, the *Ontario Environmental Assessment Act*, the *Ontario Heritage Act*, the *Aggregate Resources Act*, the Provincial Policy Statement (2005) (s. 2.5.2), the *Planning Act* (s. 2(d)), and the Livable Oakville Plan (s. 5.4).

How should this be prepared?

An *archaeological assessment report* is divided into Stages 1-4, as per the Ministry of Culture's Archaeological Assessment Technical Guidelines, 1993 (currently under review). As the need to undertake the different stages of work is identified on a case by case basis, the applicant is strongly encouraged to discuss the specifics of any proposal with Heritage Planning staff prior to preparation of the *archaeological assessment report*.

Stage 1 consists of background research, and is the pre-survey phase of the assessment.

Stage 2 consists of actual field examination and may require either a surface or pedestrian survey or test pit surveys of the subject property.

Stage 3 consists of field activities conducted when archaeological resources are encountered during a Stage 2 survey. The purpose of the Stage 3 work is to gather more detailed information which will be used to delineate and evaluate the significance of the site under examination, in order to determine appropriate mitigation measures.

Stage 4 involves mitigating the impacts of development on archaeological sites, through either site excavation or site avoidance. This occurs after the field assessment Stages 1-3 have been completed, and the assessment report has been reviewed by the Archaeology and Heritage Planning Branch of the Ministry of Culture.

What else should we know?

Archaeological resources (more commonly referred to as archaeological sites) include the physical remains and contextual setting of any structure, event, place, feature, or object which, because of the passage of time, is on or below the surface of the land or water, and is important to understanding the history of a people or place.

What other resources are available?

Ministry of Culture - Archaeology Information:
<http://www.culture.gov.on.ca/english/heritage/archaeology/arch.htm>