

Municipal Obligations — Archaeological Heritage Screening

Heritage Conservation Branch
Ministry of Parks, Culture and Sport
November 14, 2018

saskatchewan.ca



Legislative Authority:

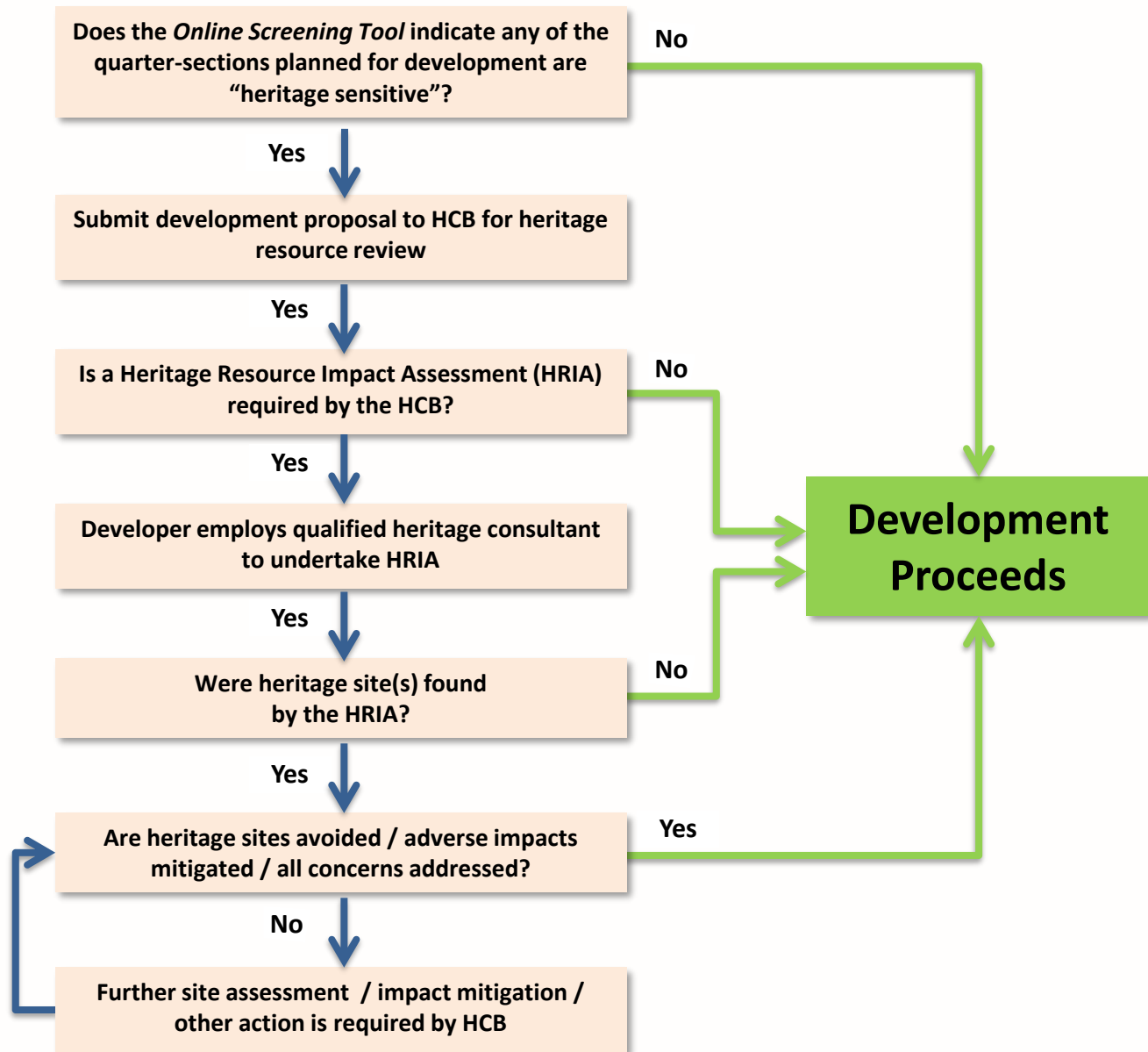
The Heritage Property Act, 1980

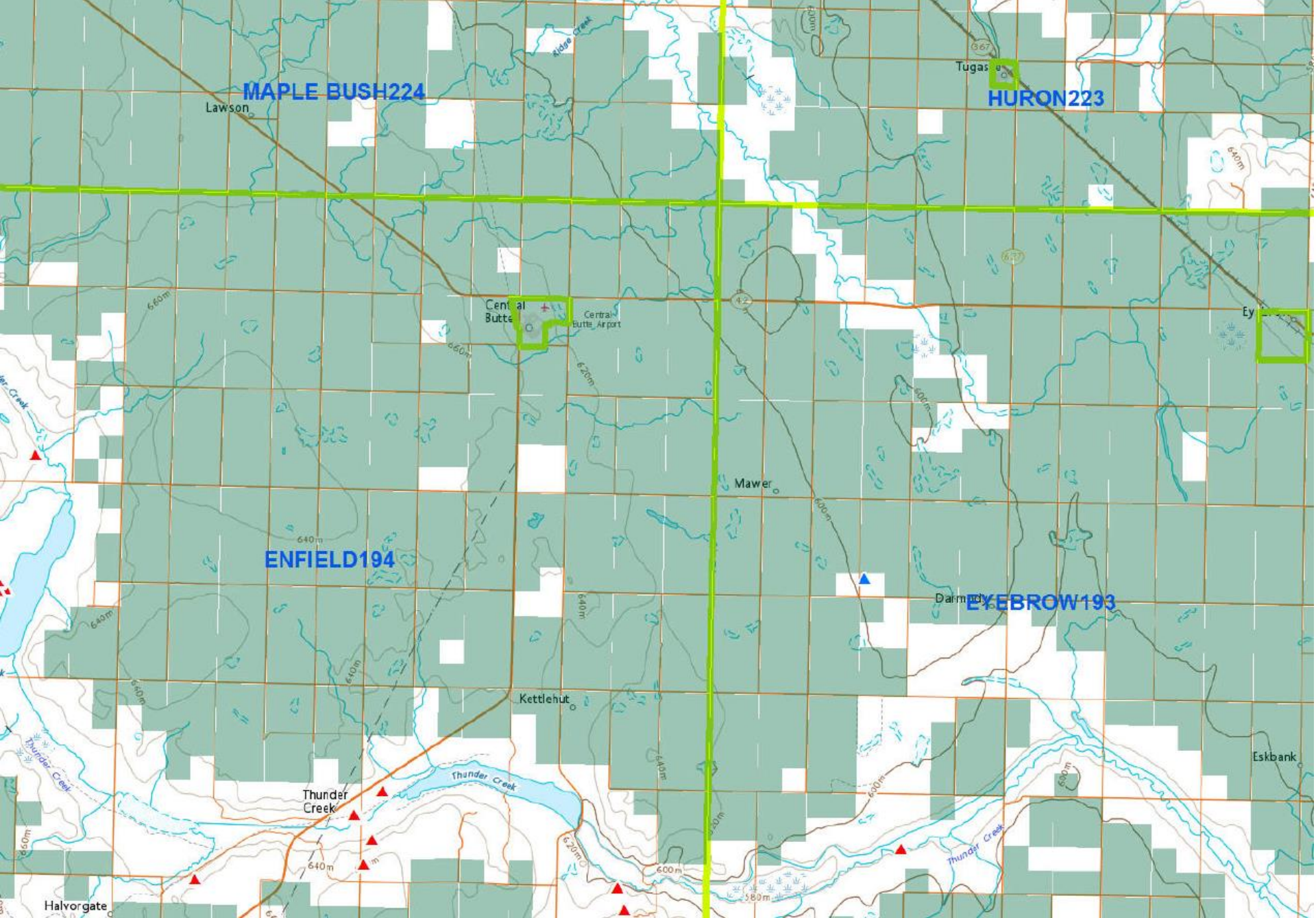
Impact Assessment and Mitigation (s.63)

- An **archaeological impact assessment** may be required for development or works likely to damage heritage property;
- The cost of the assessment by a qualified archaeologist is a developer responsibility;
- Developments include municipal works such as road construction, water and sewer projects, gravel extraction, etc.

Archaeological Heritage in Saskatchewan

- Currently over 24,500 archaeological sites are on the Provincial Archaeological Site Inventory, including First Nations, Metis, Fur Trade and Settler sites;
- First Nations sites are up to 13,000 years old;
- Some sites are visible on the ground surface and some have deposits that are deeply buried (to 4m or more);
- Approximately 300 archaeological sites are discovered and recorded each year, mostly through the land development review and approval process; these are found especially along creeks, rivers, lakes and sloughs and on undisturbed native prairie, forest, and sand dunes.



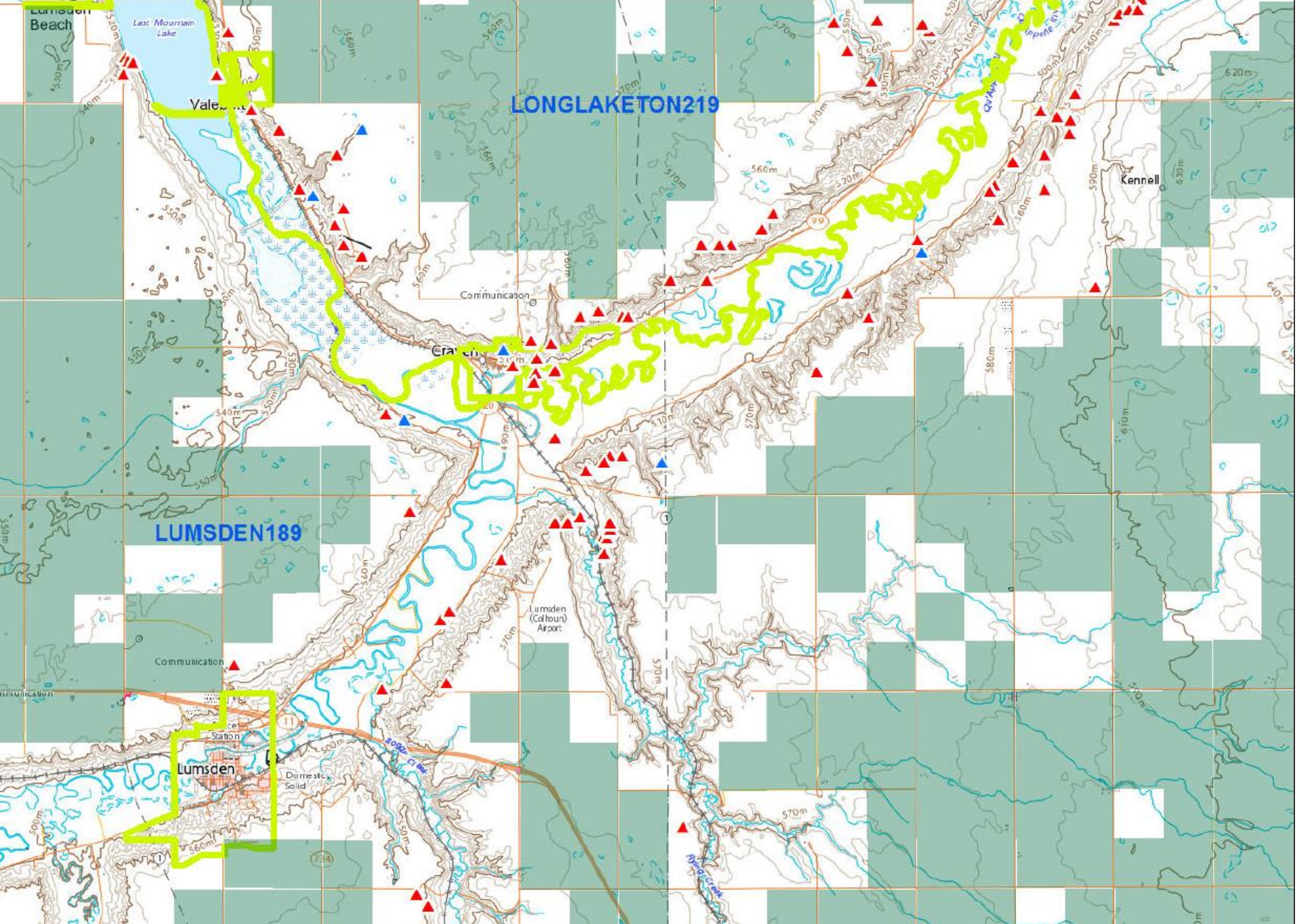


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Heritage Screening, Sensitivity, Reviews and Assessment

1. Heritage sensitivity mapping was initially developed in Saskatchewan to provide a screening tool for oil and gas developments, to help developers identify which oil and gas projects needed to be referred to the HCB for heritage resource review and which did not need any further heritage review or assessment.
2. This screening capability was welcomed by the oil and gas industry as it eliminated the need to refer all developments to the HCB, thus reducing unnecessary paperwork, cost uncertainty and generally speeding up the process of heritage resource reviews, as the HCB could focus on reviewing proposals in areas of sensitivity.
3. Over time, heritage screening has been applied to other types of development and heritage sensitivity mapping was also extended over the southern half of the province, not just the oil and gas producing areas.
4. Identification of heritage sensitivity is based on two things: (1) the known presence of archaeological sites; (2) the potential of a location to contain undisturbed archaeological sites. Locations that have known archaeological sites are sensitive. Locations that do not have any known archaeological sites (and have not been searched for archaeological sites in the past by archaeologists), but have a high or moderate potential to contain undisturbed archaeological sites, are considered sensitive. All other locations are not considered sensitive, including disturbed land, land surveyed by archaeologists and found to not contain archaeological sites, and land that has a low potential to contain undisturbed archaeological sites.

Heritage Screening, Sensitivity, Reviews and Assessment, cont.

5. If a location is identified as sensitive, the proposed development is referred to the HCB for a detailed review. This is where an archaeologist at the HCB does a desktop review of the proposed development to decide if a Heritage Resources Impact Assessment (HRIA) is required. Major considerations include the development footprint and location, and the results of previous archaeological work in the area. In many cases an HRIA is not required and the development can proceed with no further heritage review or assessment.
6. The Developers' Online Screening Tool is a free, web-accessible database of quarter-sections that have been reviewed for archaeological heritage sensitivity. This Tool and instructions for its use are available on the HCB website: <http://www.saskatchewan.ca/residents/parks-recreation-heritage-and-arts/heritage/developers-online-heritage-screening-tool>
7. Recently, an *Exempt Activities Checklist for Private Landowners* was developed by the HCB, in conjunction with guidance from SARM, to advise landowners that if they are applying to an RM for an approval to undertake **private, small scale** activities that constitute improvements to, or maintenance of, their private property, these activities are exempt from heritage screening. This checklist is also available on the HCB website. The purpose of the *Exempt Activities Checklist for Private Landowners* is to avoid landowners unnecessarily going through the heritage review process and to provide a guide for RMs to understand which applications should be subject to heritage screening (and which should not).

Attention landowners: The majority of small scale activities that involve improvements to, or maintenance of, private property usually have little or no impact on archaeological heritage resources. Access the [Exempt Activities Checklist for Private Landowners](#) to determine if your proposed activity is exempt from archaeological heritage screening using the **Developers' Online Screening Tool**. If the activity is exempt, please retain a copy (paper or electronic) of the completed **Exempt Activities Checklist for Private Landowners** for your records. Include the completed checklist with any applications for regulatory approvals or permits that may be required for the proposed activity to confirm that heritage concerns have been addressed.

The Agent Company and Passcode to login are both the word "guest" (not case-sensitive) and will be active until May 15, 2018.

NOTE: Due to website upgrades, individual accounts and passwords will be required as of May 15, 2018. In order to minimize any delay in service, users are asked to submit [an individual account form](#) to arms@gov.sk.ca by **May 10, 2018** to establish an individual account. After May 15, 2018 the activation of the account may be delayed by the volume of requests received.

Individual account information form is available [here](#)

Instructions on using the Developers' Online Screening Tool are available [here](#)

Login

Agent Company:

-- Choose an Agent --



Passcode:

Login

If you have questions about the online screening tool, please contact arms@gov.sk.ca

Exempt Activities Checklist for Private Landowners

The majority of activities undertaken by landowners that are small scale and constitute improvements to, or maintenance of, their private property have little or no impact on archaeological heritage resources. The checklist below has been created for the use of private landowners to identify activities that are exempt from heritage screening using the Developers' Online Screening Tool.

Print and complete the checklist and identification information below. Check all of the boxes below that relate to your proposed activity and follow instructions at the end of the checklist:

Name of Person Completing Checklist: _____

Date Checklist Completed: _____

- ☐ Continuing agricultural use of land;
- ☐ Construction, alteration, addition, extension, removal or demolition of a single residence;
- ☐ Construction, installation, alteration, addition, extension, removal or demolition of an accessory or ancillary building, structure or use, including:
 - ☐ garages, carports, workshops, sheds, barns, and other animal shelters
 - ☐ fences, freestanding walls, and retaining walls
 - ☐ approach, driveway or pathway
 - ☐ dugouts, wells, water tanks or cisterns
 - ☐ solar panels, wind turbines or wind mills
 - ☐ gardens, trees, windbreaks, and related watering systems
 - ☐ barbeques or fire-pits

- ☐ swimming pools, hot-tubs, fish ponds, fountains or other water features
- ☐ boat dock, launch or house.

If the proposed activity or all proposed activities are exempt (are checked off on this checklist), then the Developers' Online Screening Tool does not need to be used and the proposed activity need not be submitted to the Heritage Conservation Branch for further heritage review.*

Please retain a copy (paper or electronic) of the completed checklist as a record for reference or inclusion with any applications for regulatory approvals or permits that may be required for the proposed activity.

*Unless the activities involve Provincial designated properties, in which case further information can be found [here](#), or are known to be in conflict with an archaeological site, in which case the proposed work should be submitted for heritage review [here](#).

Instructions for Using the Developers' Online Screening Tool

Note. The Developers' Online Screening Tool has not been tested on mobile or tablet devices, and is intended for use on a desktop computer or laptop only.

The Online Screening Tool is a service intended to expedite the heritage (archaeological) resources review and approval process for land and resource developers. Depending on the screening results for any proposed development, either immediate heritage resource clearance is provided, or heritage sensitive lands – those containing or likely to contain archaeological resources – will be identified ensuring these sensitive areas are appropriately considered in development project planning and design. While intended primarily for proposed oil and gas developments, the tool may also be used to screen road developments, gravel extraction, mining, mineral exploration, subdivisions, and other land and resource developments subject to (heritage resources) regulatory review and approval.

The screening tool is a web-accessible database of heritage sensitive lands at the quarter-section level that is regularly updated. As search results are based on available data at the time of a search and may change over time, users should re-search their proposed development areas to verify the currency of the results if any time has elapsed since the original search.

The Online Screening Tool is not intended for small scale, non-commercial activities undertaken by private landowners that constitute improvements to, or maintenance of, private property, as these usually have little or no impact on archaeological resources and may be exempt from heritage screening using the Online Screening Tool. Access the [Exempt Activities Checklist for Private Landowners](#) to identify if the proposed activity is exempt from archaeological heritage screening. If the activity is not exempt, please continue with the Online Screening Tool as instructed below.

1. Log-in to the screening tool using the username and password provided.
2. Screen all the quarter-sections potentially affected by the proposed development, including temporary work spaces, access roads, flowlines, wellsites, borrow pit sources, etc.

The result for each quarter-section will either be:

a. **This quarter-section is NOT heritage sensitive.**

or

b. **Development on this quarter-section will require further screening by the Heritage Conservation Branch.**

If **none** of the quarter-sections are heritage sensitive, the development proposal need not be submitted to the Heritage Conservation Branch for further heritage review. The query results are time-stamped. Please retain a copy (paper or electronic) of the query results generated by the Screening Tool on file.

If **any** of the quarter-sections are heritage sensitive, the development proposal must be submitted to the Heritage Conservation Branch for heritage review. Please submit the entire project for review rather than just those portions located on heritage sensitive quarter-sections. As some quarter-sections may contain both heritage sensitive and non-heritage sensitive land, further heritage review will clarify this situation and determine if heritage resource impact assessment or other action pursuant to s.63 of The Heritage Property Act is required.

3. When submitting a development proposal for further heritage review, please use the standard Heritage Conservation Branch referral forms available here <https://www.saskatchewan.ca/residents/parks-recreation-heritage-and-arts/heritage/submit-your-project-for-a-heritage-resource-review>.
 - On the referral form, summarize the on-line search results; there is no need to include a print-out of the search results.
 - The referral form must include a comprehensive project description and be accompanied by detailed survey plans.
 - For further information on submitting a development referral for further heritage review, please contact the Heritage Conservation Branch at (306) 787-2817 or by email at arms@gov.sk.ca.

Disclaimer

By using the Online Screening Tool, users acknowledge understanding of the Tool's purpose, scope and limitations. Users further acknowledge that the Tool is not a replacement for consultation with the Heritage Conservation Branch.

User Tips

1. Due to their shape, river lots cannot be screened using the web tool and must be sent directly to ARMS for review.
2. Use the tab key to move between boxes on the query screen.
3. To access the correction block "A" suffixes, click the boxes on the right side of the query screen directly with the mouse or tab to them after entering the meridian.
screens. This returns to the original query which can be adjusted (e.g. change the quarter-section but leave the rest of the legal description the same) and resubmitted. Please note that the Correction Blocks must be re-selected with a "Refine Search".
5. The Flysask2 website provides useful aerial and satellite imagery and is easily searchable by legal land location. <https://www.flysask2.ca/>

Search Criteria

Quarter-section:



Pick One

Section:

1 to 36

Township:

1 to 80 ☐ Correction Block A

Range:

1 to 34 ☐ Correction Block A

Meridian:

1, 2 or 3

If the quarter-section lies within a correction township or correction range (i.e., township 42A or range 26A), click the Correction Block checkbox to the right of the appropriate box.

NOTE: Due to their shape, river lots cannot be screened using this tool. Please submit your project for review using the [appropriate form](#).

Search



Inquiry was made on April 26, 2018 at 5:03 PM

You are inquiring about the heritage sensitivity of the following land location:

Quarter-section: NW
Section: 3
Township: 23
Range: 24
Meridian: 2

This quarter-section is NOT heritage sensitive.

It is not necessary to submit the project to the Heritage Conservation Branch for screening. These results can be printed for submission to other regulatory bodies (Saskatchewan Environment, Saskatchewan Energy and Resources). Please email arms@gov.sk.ca if you have any questions.

[Refine Search](#)[New Search](#)[Log Out](#)

Inquiry was made on April 26, 2018 at 5:01 PM

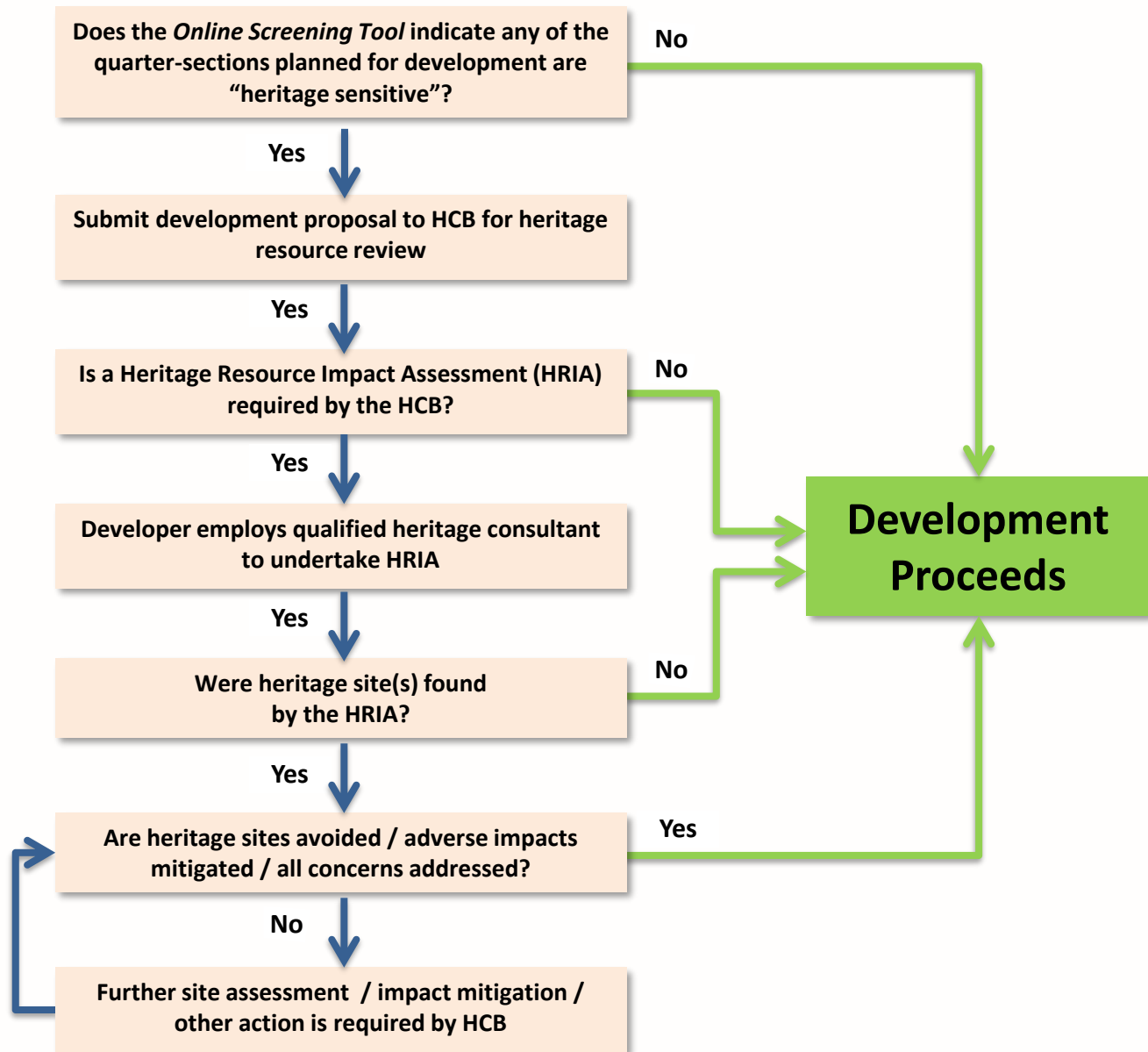
You are inquiring about the heritage sensitivity of the following land location:

Quarter-section:	NW
Section:	3
Township:	23
Range:	23
Meridian:	2

Development on this quarter-section will require further screening by the Heritage Conservation Branch.

This quarter-section is heritage-sensitive. Please complete the [appropriate referral form](#) and submit the project to the Heritage Conservation Branch for screening. Project referrals must be accompanied by survey plans. Please email arms@gov.sk.ca for more information.

[Refine Search](#)[New Search](#)[Log Out](#)



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