

**ARCHAEOLOGICAL ASSESSMENT  
TERMS OF REFERENCE**

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| <b>Study</b>             | <p><i>Archaeological Resource Assessment</i></p> <p style="text-align: right;">Updated December 2011</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Description</b>       | <p>An archaeological resource assessment identifies and evaluates the presence of archaeological resources also known as archaeological sites. Archaeological resources or 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.</p> <p>Since 2004 the City of Toronto, Heritage Preservation Services (HPS), has been developing an archaeological management plan (AMP) to govern when archaeological assessments are required within City lands. This planning tool is a predictive model and provides information on which lands are likely to contain archaeological resources and should be subject to an assessment.</p>                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>When Required</b>     | <p>An archaeological assessment is <b>required</b> for the following application types if the property is on the City's database of lands containing archaeological potential:</p> <ul style="list-style-type: none"> <li>• Official Plan Amendment</li> <li>• Zoning By-law Amendment</li> <li>• Plans of Subdivision</li> <li>• Site Plan Control</li> <li>• Consent and/or Minor Variance applications</li> </ul> <p>Whether a property has archaeological resource potential can be confirmed at the searchable database TO maps:</p> <p><a href="http://map.toronto.ca/imapit/iMapIt.jsp?app=TOMaps">http://map.toronto.ca/imapit/iMapIt.jsp?app=TOMaps</a>. Use the map's legend and activate the archaeological potential tab to search property addresses directly.</p> <p>An archaeological assessment may also be required if a property is identified on the City of Toronto's <i>Inventory of Heritage Properties</i> as part of the Heritage Impact Assessment process (See terms of reference for Heritage Impact Assessments).</p>                                                                                                                                                                                                                          |
| <b>Rationale</b>         | <p>An archaeological assessment 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 will evaluate the significance of these resources and outline measures to mitigate the impact of development on these resources. Mitigation measures include on-site preservation and avoidance of the archaeological site entirely, as per the City of Toronto's Official Plan, 10 (b), or alternatively the site is subject to full documentation and removal.</p> <p>The archaeological assessment will inform the review of an application by City Planning staff. The rationale for the requirement to provide an archaeological assessment is based on the findings of the City of Toronto's archaeological management plan together with the legislative authority stemming from: the Ontario Heritage Act, Section 2 (d) of the Planning Act, Section 2.6.3 of the Provincial Policy Statement (2005), Section 3.1.5 Heritage Resources of the City of Toronto's Official Plan, the Environmental Assessment Act (1997), the Environmental Protection Act, O.Reg.359/09, the Aggregate Resources Act, and the Cemeteries Act.</p> |
| <b>Required Contents</b> | <p>An archaeological assessment is divided into stages 1-4, as per the Ministry of Tourism and Culture 2011 Standards and Guidelines for Consultant Archaeologists for land-based archaeology.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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|                 | <p>The assessment must adhere to both the Standards and Guidelines for work conducted within lands which comprise the City of Toronto.</p> <p><b>Stage 1: Background Study and Property Inspection.</b> The consultant archaeologist reviews the geographical and historical information for lands which are part of the development proposal, and completes a detailed land use study. The land use study is to include a review of historical land use and ownership records (e.g. assessment rolls, census records, commercial directories).</p> <p>For City of Toronto proposals/projects, a property inspection is mandatory and <b>not</b> optional.</p> <p><b>Stage 2: Property Assessment</b> – A field examination takes place which may require either a surface or pedestrian survey or test pit surveys of the subject property. Special conditions such as brownfield properties or deeply buried urban contexts will require alternative strategies and should be discussed with Heritage Preservation Services staff in advance of work. If aboriginal archaeological sites may be encountered during Stage 2 work due to proximity to known archaeological sites in the area or local or oral history, First Nations engagement and consultation will be required at Stage 2 assessment. Special conditions should be discussed with HPS staff prior to the assessment being undertaken.</p> <p><b>Stage 3: Site Specific Assessment</b> - When potential archaeological sites are identified during the course of Stage 2 work, additional detailed information is obtained through a Stage 3 assessment. This will delineate and evaluate the significance of the site found and make recommendations for appropriate mitigation measures. For some sites, no further work will be recommended at the end of Stage 3. First Nations engagement and consultation will be required should aboriginal archaeological sites be discovered at Stage 3. The City of Toronto's Official Plan Policy 10 c) states that "indigenous cultural remains should be identified, recorded, protected and preserved" rather than be subject to full archaeological assessment including documentation and removal.</p> <p><b>Stage 4: Mitigation of Development Impacts</b> – Stage 4 includes implementing long-term protection strategies for archaeological sites to be impacted by the project. If after full consultation with the City of Toronto, the proponent, the Ministry of Tourism and Culture, and the consultant archaeologist, protection of the site cannot be achieved, the consultant archaeologist may excavate the site to fully document features and remove artifacts prior to further soil disturbance activities taking place on site.</p> <p><b>Additional submission requirements:</b></p> <p>Provide two (2) colour copies of all archaeological assessments completed, the Borden registration form if filed, and an electronic copy of all reports in PDF format.</p> <p>Should the archaeological consultant recommendations include a program of archaeological monitoring during the construction process, an archaeological monitoring and mitigation strategy will be required as a condition of development approval.</p> <p>Should the assessment result in the discovery of an archaeological site, or significant archaeological resources, the proponent will be required to prepare and implement a commemoration and interpretation strategy as a condition of the development approval.</p> |
| <b>Comments</b> | <p>Archaeological assessments are to be completed together with any associated mitigation well in advance of any soil disturbance. Archaeological assessments cannot be completed during certain times of the year (i.e. snow cover, frozen ground, excessive rain/wet conditions).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

Hyperlinks:

- City of Toronto Heritage Preservation Services archaeology web page - <http://www.toronto.ca/heritage-preservation/archaeology.htm>
- Ministry of Tourism and Culture 2011 Standards and Guidelines for Consultant Archaeologists [http://www.mtc.gov.on.ca/en/publications/SG\\_2010.pdf](http://www.mtc.gov.on.ca/en/publications/SG_2010.pdf)
- City of Toronto's *Inventory of Heritage Properties* - [http://www.toronto.ca/heritage-preservation/heritage\\_properties\\_inventory.htm](http://www.toronto.ca/heritage-preservation/heritage_properties_inventory.htm)
- Parks Canada *Standards and Guidelines for the Conservation of Historic Places in Canada* - <http://www.historicplaces.ca/media/18072/81468-parks-s+g-eng-web2.pdf>