

REGIONAL MUNICIPALITY OF OTTAWA-CARLETON
MUNICIPALITÉ RÉGIONALE D'OTTAWA-CARLETON

REPORT
RAPPORT

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Your File/V/Réf.	
DATE	14 May 1998
TO/DEST.	Co-ordinator Corporate Services and Economic Development Committee
FROM/EXP.	Planning and Development Approvals Commissioner
SUBJECT/OBJET	ARCHAEOLOGICAL RESOURCES POTENTIAL MAPPING STUDY - CONSULTANTS SERVICES

DEPARTMENTAL RECOMMENDATION

That the Corporate Services and Economic Development Committee approve the appointment of Archaeological Services Inc. and Geomatics International Inc. to undertake the Archaeological Resources Potential Mapping Study for a total contract provision of \$59,657.85 inclusive of disbursements and taxes.

BACKGROUND

Implementation of this project is required to meet a contractual engagement with the Province to assume the review of development applications and ensure the conservation of archaeological resources. As part of the development review process, the Planning and Development Approvals Department is to identify those planning applications in which archaeological field assessments will be required prior to development occurring on the subject lands. In order to efficiently review development applications, the Department requires a GIS driven planning tool which will assist in making appropriate determinations as to when a field assessment is required, as well as guidelines and protocols to guide its application.

The Regional Official Plan as approved by Regional Council in July 1997 also requires Council to prepare a Cultural Heritage Strategy to contribute to the conservation of Ottawa-Carleton's cultural heritage resources early in the development process. Cultural heritage resources are defined in the Regional Official Plan as "archaeological resources; buildings and structural remains of historical, architectural and contextual value; rural, Village and urban districts or cultural landscapes of historic interest; and monuments and cemeteries." The Archaeological Resources Potential Mapping Study will be the first component of the Cultural Heritage Strategy.

The resulting Study will benefit:

- the local development community who will benefit when making financial and development decisions;
- Provincial and Federal agencies, by assisting in their asset management and development review processes;
- the area municipalities for use during their development review process.

STUDY OBJECTIVES

The purpose of the study is to ensure the identification, evaluation and conservation of archaeological resources through effective long-range planning. The objectives of the study are: 1) to inventory prehistoric and historic archaeological resources in Ottawa-Carleton, 2) to develop an archaeological potential model based on locally relevant criteria and 3) to prepare implementation guidelines for archaeological resource management.

The archaeological potential mapping model will allow a staff member from the RMOC Planning and Development Approvals Department without archaeological expertise to make a simple yes/no determination of whether a development property requires a field assessment prior to development, and if so, for what reasons. Once a potential mapping model has been approved by the Ministry of Citizenship, Culture and Recreation (MCzCR), only development applications which require an archaeological field assessment as a condition of approval will need to be reviewed by the Ministry.

CONSULTANT SELECTION

A comprehensive selection process was followed to select a consultant team to undertake the Archaeological Resources Potential Mapping Study. The following seven consulting firms were invited to submit proposals for the study:

Adams Heritage Consultants	Archaeological Services Inc.
DR Poulton & Associates Inc.	Heritage Quest Inc.
Mayer Heritage Consultants Inc.	Archaeologix Inc.
Dillon Consulting Limited	

We received proposals from all invitees except one, DR Poulton & Associates Inc. Dillon Consulting Limited and Heritage Quest made a joint proposal. Altogether we received five proposals.

The Selection Committee composed of Regional staff and a member of the study Advisory Committee reviewed the proposals. The selection was based on the criteria outlined in the terms of reference, namely: project understanding; overall clarity of the proposal; skills and experience in evaluating archaeological potential; study approach and methodology; work plan and schedule; demonstrated ability with computer-based GIS and data management systems; and value for money. Based on these criteria, the Selection Committee recommends the combined team of Archaeological Services Inc. and Geomatics International Inc. as consultants for the study.

STUDY BUDGET AND TIMING

Based on the terms of reference, the consultants' proposal outlines the work program, schedule and budget of the study. The study will be completed within eight months from the date of approval. The breakdown of the study costs is as follows:

Consultants fees	\$48,655.00
Disbursements	7,100.00
Total	\$55,755.00
GST	3,902.85
Total contract provision	\$59,657.85

PUBLIC CONSULTATION

The study will be prepared in co-operation with an Advisory Committee which has already met once to comment to the study's terms of reference. The Committee includes representatives of the following agencies: the area municipalities, the National Capital Commission, Parks Canada, the Museum of Civilization, the Ontario Ministry of Citizenship, Culture and Recreation, the Ontario Archaeological Society (Ottawa Chapter), the Ottawa-Carleton Home Builders Association and a representative of the Algonquin Golden Lake First Nation.

The Committee will meet at key stages in the project and will provide advice on the archaeological resources database, the evaluation/development of locally relevant criteria to determine archaeological potential, guidelines for resource management and outreach with affected communities such as first nations and heritage groups.

Two public meetings are planned, the first at the beginning of the study to provide information on the study and to solicit information on unregistered archaeological sites within the RMOC that are known only to avocational archaeologists. The second public meeting will be held towards the conclusion of the development of the archaeological potential mapping model to present the results of the study and provide another opportunity for public input, prior to the preparation of the final report.

The Communauté urbaine de l'Outaouais as well as the MRC des Collines-de-l'Outaouais will be kept informed of the progress of the study.

EXPENDITURE JUSTIFICATION

Implementation of this project is required to meet a contractual engagement with the Province to assume the review of development applications and ensure the conservation of archaeological resources. Regional Official Plan Policy 6.12. 2 also commits Council to prepare an archaeological resource potential mapping study as a tool to conserve Ottawa-Carleton's cultural heritage resources early in the development process. In the absence of a study specifically for Ottawa-Carleton, the Department would have to use the Ministry of Citizenship, Culture and Recreation's generic criteria, which will result in archaeological field assessments being required more often.

FINANCIAL STATEMENT

	\$
Approved Funding to Date	640,000
Total Paid and Committed	(_____)0
Balance Available	640,000
THIS REQUEST	<u>(59,658)</u>
Balance Remaining	<u>580,342</u>

Funds are available in the 1998 Capital Budget Account No. 912-13411, Studies - Servicing and Economic Analysis.

Louis Shallal, P.Eng., Ph.D.
for Nick Tunnacliffe

SG/

FINANCE DEPARTMENT COMMENT

Funds are available as indicated.

Approved by C. Colaiacovo
on behalf of the Finance Commissioner