

**Municipal Bridges  
Criteria for Evaluating Potential for Cultural Heritage Resources  
(revised April 27, 2023)**

This checklist was prepared by the Municipal Engineers Association in consultation with the Ministry of Heritage, Sport, Tourism and Culture Industries (MCM) to assist with undertaking cultural heritage due diligence as per the requirements of the Municipal Class Environmental Assessment.

**Project Name:**

**Location:**

**Municipality:**

**Project Engineer:**

**Checklist completed by:**

**Date:**

**NOTE: Complete all sections of Checklist. Both Built Heritage Resources/Cultural Heritage Landscapes (B) and Archaeological (C) Sections must be satisfied before proceeding.**

Questions apply to the entire study area including temporary storage or work areas as well as temporary roads/detours, except as otherwise stated.

Please have the following available, when requesting information related to the screening questions below:

- a clear map showing the location and boundary of the property or project area
  - large scale and small scale showing nearby township names for context purposes
  - the municipal addresses of all properties within the project area
  - the lot(s), concession(s), and parcel number(s) of all properties within a project area
- Answer each question in succession and follow the instructions in blue. Continue until all questions are answered or a definitive conclusion is reached.

Refer to the Appendix for additional details and resources to assist in answering select questions.

**Font Colour**

**Green – MEA’s Advice**

**Blue - Instructions**

**PART A – MUNICIPAL CLASS EA ACTIVITY SELECTION**

Which of the following describes the proposed project?	MCEA Schedule	Selection
<p>1. Normal or emergency operation and maintenance of linear paved facilities, cycling lanes/facilities &amp; multi-purpose paths, sidewalks, parking lots and related facilities located within or outside existing rights- of-way</p> <ul style="list-style-type: none"> <li>• <i>Related facilities include bridges.</i></li> </ul> <p><b>Maintenance</b> means work that extends the life of the structure or keeps the structure safe for intended use.  <b>Repairs</b> means work that fixes or replaces components of the structure to return the structure to its original condition</p>	<p>Schedule A            Complete Part C of this checklist to determine whether an archaeological assessment is required.</p>	<p style="text-align: center;"><input type="checkbox"/></p>
<p><b>24a</b> Retirement of existing roads and road related facilities.</p> <ul style="list-style-type: none"> <li>• <i>Related facilities include bridges</i></li> <li>• <i>Proponents should consider cultural heritage value in accordance with MEA’s Municipal Heritage Bridge Checklist developed with the Ministry of Citizenship and Multiculturalism (MCM) and posted on the MEA website. Completion of the checklist does not mean approval or permission from MCM to remove a bridge with potential heritage value</i></li> </ul> <p><b>RETIREMENT</b>            Means the taking out of operation, abandonment, removal, demolition or disposal of a road, bridge, sewage, stormwater management or water facility for which approval under the EAA would have been necessary for its</p>	<p>Exempt – Schedule A+            Complete Parts B of this checklist if the bridge is &gt; 40 years old and C of this checklist if the project involves excavation activities to determine whether any technical cultural heritage studies are required prior to removal of the bridge</p>	<p style="text-align: center;"><input type="checkbox"/></p>



<p>establishment and includes sale, lease, or other transfer of the facility for purposes of taking out of operation, abandonment, removal, demolition or disposal.</p>		
<p><b>25b</b> Construction or removal of sidewalks, multi-purpose paths or cycling facilities including water crossings outside existing right-of-way and/or in a utility or rail corridor</p>	<p>Schedule A+ if &lt;\$4.1m Schedule B if &gt;\$4.1m Schedule C if &gt;\$12m <i>This clause does not include qualifiers such as property requirements or proximity to sensitive features. Instead cost of project triggers classification</i></p>	<input type="checkbox"/>
<p><b>30.</b> Reconstruction of a water crossing where the reconstructed facility will be for the same purpose, use, capacity and at the same location</p> <ul style="list-style-type: none"> <li>• Capacity refers to either hydraulic or road capacity but does not include alterations to include or remove facilities for cycling, pedestrians or to support utilities</li> <li>• This includes ferry docks</li> </ul> <p><b>BRIDGE CAPACITY</b> Means the number of through travel lanes for vehicles on the bridge. Adjusting lane width to current standards that do not increase the number of travel lanes and cycling, parking or turning lanes are not through travel lanes. Increasing the width of a narrow bridge (one lane with two way traffic) to the current standard to accommodate two way traffic (two lane) is not considered an increase in capacity.</p> <p><b>OPERATION</b> Means use, maintenance, repair, and management of a municipal facility where the purpose, use, capacity and location remain the same.</p> <p>Same purpose, use, capacity and location refers to the replacement or upgrading of a structure or facility or its</p>	<p>Item 30 applies to bridges &lt;40 yrs old. Exempt – Schedule A+ If the project involves excavation, complete Part C of this checklist to determine whether an archaeological assessment is required.</p> <p><i>Hydraulic capacity of a bridge is controlled by the openings between abutment walls and piers. The bridge elevation needs to be set a minimum clearance above high-water elevations. Further adjusting the elevation of the bridge to match road grades will not change the hydraulic characteristics. However, if the hydraulic capacity of the bridge is part of the flood control system for the water course and the openings between abutment walls and piers is changing then item 63 “Modify existing water crossings for the purposes of flood control” from the Water/Wastewater table applies and the project is Schedule B.</i></p> <p><b>Substantial Change</b> - <i>Within the existing road allowance or utility corridor, a substantial change could be considered a change of more than approximately &gt;10%.</i></p>	<input type="checkbox"/>

<p>performance, where the objective and application remain unchanged, and the volume, size and capability do not exceed the minimum municipal standard (defined above), or the existing rated capacity (defined above), and there is no substantial change in location</p>	<p><i>For example, a road allowance 20m wide and 1 km long has an area of 20,000 m<sup>2</sup> and a change of &lt; 2000m<sup>2</sup> would be &lt;10%</i></p> <p><b>Property Acquisition</b> – No EA process is required for property purchase. If the proponent acquires property through separate process (negotiation with owner or planning policies for minimum width of road allowances) such that the proponent owns the property required for a project before the Notice of Completion then no property acquisition is required for the project. For many project types, this could mean the project would be classified as Schedule A or A+ (exempt). If there is dispute about the property acquisition then a Schedule B process should be followed to support the acquisition (expropriation).</p> <p><b>Utility Corridor</b> – A utility corridor may include property that is non-linear, for example a rectangular area for a Stormwater Management Pond.</p>	
<p><b>31a</b> Reconstruction of, or alteration to a structure or the grading adjacent to it, when the structure is over 40 years old and has been found not to have cultural heritage value or interest  <i>To determine whether a bridge has “cultural heritage value” refer to the MEA’s municipal heritage bridge checklist developed with the Ministry of Citizenship and Multiculturalism and posted on the MEA website</i></p>	<p>Item 31 applies to bridges &gt;40 yrs old.  Exempt – Schedule A+  Complete Parts B and C of this checklist to determine whether any technical cultural heritage studies are required.</p>	<input type="checkbox"/>



<p><b>31b</b> Reconstruction of, or alteration to a structure or the grading adjacent to it when the structure is over 40 years old, the structure is found to have cultural heritage value or interest, and the heritage attributes will be conserved in accordance with the recommendations of a Heritage Impact Assessment <i>To determine whether a bridge has “cultural heritage value”, refer to the MEA’s municipal heritage bridge checklist developed with the Ministry of Citizenship and Multiculturalism and posted on the MEA website</i></p>	<p>Exempt - Schedule A+ after completing Archaeological Screening Process (ASP) and provided the heritage attributes will be conserved in accordance with the recommendations of a Heritage Impact Assessment Complete Parts B and C of this checklist to determine whether any technical cultural heritage studies are required.</p>	<input type="checkbox"/>
<p><b>31c</b> Reconstruction of, or alteration to a structure or the grading adjacent to it, when the structure is over 40 years old the structure is found to have cultural heritage value or interest, but heritage attributes will not be conserved in accordance with the recommendations of a Heritage Impact Assessment <i>To determine whether a bridge has “cultural heritage value”, refer to the MEA’s municipal heritage bridge checklist developed with the Ministry of Citizenship and Multiculturalism and posted on the MEA website</i></p>	<p>Schedule B Proponents should always strive to conserve/recognize cultural heritage attributes.</p>	<input type="checkbox"/>
<p><b>32a.</b> Construction of underpasses or overpasses for pedestrian, cycling, recreational or agricultural use</p>	<p>Schedule A+ if &lt;\$3.0m No qualifiers</p>	<input type="checkbox"/>



<p><b>32b</b> Construction of underpasses or overpasses for pedestrian, cycling, recreational or agricultural use, and where the underpass or overpass would not be located in or adjacent to an environmentally sensitive natural area, potential built heritage resource or cultural heritage landscape or other sensitive land use, or on lands with archaeological potential</p> <ul style="list-style-type: none"> <li>• <i>To determine whether there is “archaeological potential” refer to MCM’s Criteria for Evaluating Archaeological Potential checklist</i></li> </ul> <p><i>Refer to new definition of “environmentally sensitive natural area” in the Glossary</i></p>	<p>Applies to projects &gt;\$3M Schedule A+ after completing Archaeological Screening Process (ASP). Otherwise Schedule B</p> <p><b>A1-2 Archaeological Screening Process (ASP)</b>  The projects that are identified as eligible for screening, subject to the archaeological screening process (identified as “ASP”) may be exempt from the requirements of the EAA as determined by the archaeological screening process set out below. In order to proceed with a project that is identified as eligible for screening, a proponent must either;</p> <ul style="list-style-type: none"> <li>(i) carry out the process for a Schedule B/C project; or</li> <li>(ii) complete the archaeological screening process and follow the directions set out in the screening process.</li> </ul> <p>If the outcome of the screening process is that the project is exempt from the requirements of the EAA, the proponent may proceed with the undertaking/project without further application of the EAA to the project</p>	
<p><b>32c</b> Construction of underpasses or overpasses for pedestrian, cycling, recreational or agricultural use, and where the underpass or overpass would be located in or adjacent to an environmentally sensitive natural area, potential built heritage resource or cultural heritage landscape or other sensitive land use, or on lands with archaeological potential</p> <ul style="list-style-type: none"> <li>• <i>To determine whether there is “archaeological potential” refer to MCM’s</i></li> </ul>	<p>Applies to projects &gt;\$3M Schedule B</p>	

<p><i>Criteria for Evaluating Archaeological Potential checklist</i></p> <p><i>Refer to new definition for “environmentally sensitive natural area” in the Glossary</i></p>		
<p><b>35</b> Reconstruction of a water crossing where the reconstructed facility will not be for the same purpose, use, capacity or at the same location</p> <ul style="list-style-type: none"> <li>• <i>Capacity refers to either hydraulic or road capacity but does not include alterations to include or remove facilities for cycling, pedestrians or to support utilities</i></li> <li>• <i>This includes ferry docks</i></li> </ul>	<p><b>Schedule B</b> Applies to all bridges with an increase to travel lanes.</p>	<input type="checkbox"/>
<p><b>36a</b> Reconstruction of, or alteration to a structure or the grading adjacent to it when the structure is over 40 years old and has cultural heritage value or interest and the heritage attributes will <b>not be</b> conserved in accordance with the recommendations of a Heritage Impact Assessment</p> <ul style="list-style-type: none"> <li>• <i>To determine whether a bridge has “cultural heritage value”, refer to the MEA’s municipal heritage bridge checklist developed with the Ministry of Citizenship and Multiculturalism and posted on the MEA website</i></li> </ul>	<p><b>Schedule B</b> Proponents should always strive to conserve/recognize cultural heritage attributes</p>	<input type="checkbox"/>
<p><b>36b</b> Reconstruction of, or alteration to a structure or the grading adjacent to it when the structure is over 40 years old and is not found to have cultural heritage value or interest or is found to have cultural heritage value or interest but the heritage attributes will be conserved in accordance with the recommendations of a Heritage Impact Assessment</p> <ul style="list-style-type: none"> <li>• <i>To determine whether a bridge has “cultural heritage value”, refer to the MEA’s municipal heritage bridge checklist developed with the Ministry</i></li> </ul>	<p><b>Schedule B</b> The heading for this group of projects is “RECOONSTNRUCTION OF BRIDGES WITH INCREASE TO TRAVEL LANES”. The increase to travel lanes triggers Schedule B</p>	<input type="checkbox"/>

<i>of Citizenship and Multiculturalism and posted on the MEA website</i>		
<b>37.</b> Construction of new water crossings • This includes ferry docks • This does not apply to culverts. See Projects # 8 and 20.	Schedule B	<input type="checkbox"/>
<b>38.</b> Construction of new grade separations and interchanges	Schedule B	<input type="checkbox"/>

## PART B – SCREENING FOR BUILT HERITAGE RESOURCES AND CULTURAL HERITAGE LANDSCAPES

If you are not sure how to answer one or more of the questions on the checklist, you may want to hire a qualified person to undertake technical cultural heritage studies as identified at the end of Part B.

Screening Questions	Response	
<b>Part B1: Screening for Recognized Cultural Heritage Value or Interest</b>		
1. Is the proposed undertaking consistent with an approved conservation plan, if one exists?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> , then it is not necessary to complete the remaining questions in the checklist. The proponent will include this information in the project file and follow the recommendations of the conservation plan during project planning and implementation.		
If you answered <b>NO</b> , continue to question 2.		
2. Has the bridge and the study area been evaluated before and found not be of cultural heritage value or interest (CHVI)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> , it is not necessary to complete the remaining questions in the Part B. The proponent will summarize the previous evaluation and add this checklist to the project file, with appropriate documentation demonstrating that a cultural heritage evaluation was undertaken. Proceed to Part C: Screening for Archaeological Resources.		
If you answered <b>NO</b> , continue to question 3.		
3. Is the bridge, or a parcel of land in the study area:		
a. designated under the <i>Ontario Heritage Act</i> ?	Yes <input type="checkbox"/>	No <input type="checkbox"/>



b. subject to an agreement, covenant or easement entered into under Parts II or IV of the <i>Ontario Heritage Act</i> ?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
c. included on a register or inventory of heritage properties maintained by the municipality?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
d. subject to a notice of <ul style="list-style-type: none"> <li>• intention to designate (under Part IV of the <i>Ontario Heritage Act</i>)?</li> <li>• a Heritage Conservation District study area by-law (under Part V of the <i>Ontario Heritage Act</i>)?</li> </ul>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
e. included in MCM's list of provincial heritage properties?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
f. designated under the <i>Heritage Railway Stations Protection Act</i> ?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
g. designated under the <i>Heritage Lighthouse Protection Act</i> ?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
h. identified as a Federal Heritage Building by Federal Heritage Buildings Review Office?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
i. a National Historic Site or part of one?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
j. located within a United Nations Educational, Scientific and Cultural Organization (UNESCO) World Heritage Site?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> to any of the questions 3a through 3h, a Heritage Impact Assessment is necessary. Proceed to Part C.		
If you answered <b>YES</b> to either of questions 3i or 3j, follow the direction in the conservation and management documents for the National Historic Site or UNESCO World Heritage Site. Proceed to Part C.		
If you answered <b>NO</b> to all of the above questions, continue to Part B2		

<b>Part B2: Screening for potential Cultural Heritage Value or Interest</b>		
4. Will the proposed project involve a bridge structure that was:	Yes	No
a) constructed less than 40 years ago?	<input type="checkbox"/>	<input type="checkbox"/>
b) constructed after 1956 with a plain concrete substructure, and the superstructure construction is with common steel and/or concrete products involving one of the following four bridge types?	Yes	No
- Rigid Frame	<input type="checkbox"/>	<input type="checkbox"/>
- Precast Girders with Concrete Deck		

<ul style="list-style-type: none"> <li>- Culvert or Simple Span</li> <li>- Steel Girders/Concrete Deck</li> </ul>		
<p>If you answered <b>YES</b> to 4 (a) or (b), continue this Part.</p>		
<p>If you answered <b>NO</b> to both 4 (a) and (b), the bridge has potential CHVI. Proceed to Part B3 to screen for potential impacts.</p>		
<p>5. Will the project involve replacement of a bridge's substructure, or any alteration of adjacent lands?</p>	<p>Yes <input type="checkbox"/></p>	<p>No <input type="checkbox"/></p>
<p>If you answered <b>YES</b>, continue this Part to screen for potential CHVI of the property/location.</p>		
<p>If you answered <b>NO</b>, proceed to Part C.</p>		

6. Is the bridge or project area described by an on-site municipal, provincial or federal commemorative or interpretive plaque?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
7. Does the project area contain a parcel of land that has or is adjacent to a known burial site or cemetery?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
8. Does the proposed project involve a crossing of a Canadian Heritage River?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
9. Is there local or Indigenous knowledge or accessible documentation suggesting that the property (or project area) is situated on a parcel of land that:		
a. Is considered a landmark in the local community or contains any structures or sites that are important in defining the character of the area? (For example: buildings or landscape features accessible to the public or readily noticeable and widely known, complexes of buildings, monuments, ruins)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
b. Has a special association with a community, person or historical event? (For example: Indigenous sacred site, traditional-use area, battlefield, birthplace of an individual of importance to the community, etc.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
c. Contains or is part of a cultural heritage landscape (for example, an Indigenous trail, historic road or rail corridor, park, designed garden, unique landform, or any other area in which multiple features are valued together for their interrelationship, meaning or association)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> to one or more of questions 6, 7, 8 or 9, there is potential for built heritage resources and/or cultural heritage landscapes in the study area. Continue to Part B3 to screen for potential impacts.		
If you answered <b>NO</b> , there is a low potential for built heritage resources and/or cultural heritage landscapes to be impacted. Proceed to Part C.		

<b>B3 Screening for potential Cultural Heritage Impacts to the Bridge Structure</b>		
10. a) Will the proposed project leave the substructure of the bridge unchanged?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
b) Is the substructure of the bridge constructed with plain concrete with no untypical elements?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> to either 10 (a) or (b), proceed to question 11.		
If you answered <b>NO</b> to both 10 (a) and (b), there is potential for cultural heritage impacts on the bridge structure. You need to hire a qualified person(s) to undertake a CHER for the existing bridge area. Continue to Part C.		
11. a) Is the superstructure of the bridge constructed with common steel and/or concrete products involving one of the following four bridge types? <ul style="list-style-type: none"> <li>- Rigid Frame</li> <li>- Precast with Concrete Deck</li> <li>- Culvert or Simple Span</li> <li>- Steel Girders/Concrete Deck</li> </ul>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
b) Will the finished product replicate the existing superstructure?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> to both 11 (a) and (b), continue to 12.		
If you answered <b>NO</b> to either 11 (a) or (b), there is potential for cultural heritage impacts on the bridge structure. You need to hire a qualified person(s) to undertake a CHER for the existing bridge area. Proceed to Part C.		
12. a) Is work proposed on the parapet walls/railings of the bridge?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
b) If YES to (a), are the parapet walls/railings contain materials other than plain concrete and steel, or any untypical elements?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> to both 12 (a) and (b), continue to question 12 (c).		
If you answered <b>NO</b> to either 12 (a) or (b), there is low potential for cultural heritage impacts on the bridge structure. Proceed to Part C.		
c) Is the purpose of the work being done on the parapet walls/railings to upgrade them to meet current crash test standards?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> , proceed with reconstructing the parapet walls/railings to a <b>sympathetic design</b> ; see guidance in the Appendix. Hire a qualified person(s) to undertake a CHER if this is not practicable. Proceed to Part C.		
If you answered <b>NO</b> , there is potential for cultural heritage impacts on the bridge structure. You need to hire a qualified person(s) to undertake a CHER for the existing bridge area. Continue to Part C: Screening for Archaeological Resources.		

## PART C – SCREENING FOR ARCHAEOLOGICAL RESOURCES

If you are not sure how to answer one or more of the questions on the checklist, you may want to hire a licensed archaeologist to undertake an archaeological assessment. See description of this process in the Appendix.

Screening Questions	Response	
1. Will the proposed project involve disturbance to the bed of a waterbody, including a river or creek?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> , complete MCM's <a href="#">Criteria for Evaluating Marine Archaeological Potential</a> to determine whether it is necessary to complete a marine archaeological assessment. Continue with this Part to determine whether it is necessary to complete a terrestrial archaeological assessment.		
If you answered <b>NO</b> , continue to 2.		
2. Has an archaeological assessment been prepared for this proposed study area that recommends that there are no further concerns about impacts and that has been entered into the Ontario Public Register of Archaeological Reports maintained by MCM?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> , then it is not necessary to complete the remaining questions in the checklist. The proponent will summarize this conclusion and include this checklist with the appropriate documentation (e.g. MCM letter indicating that the report has been entered into the Register) to the project file. The summary and appropriate documentation will be maintained by the proponent.		
If you answered <b>NO</b> , continue to question 3.		
3. Are there known archaeological sites within 300 metres of the proposed project?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> , an archaeological assessment is required. It is not necessary to complete the remaining questions in the checklist		
If you answered <b>NO</b> , continue to question 4. Include the information used to answer question 3 (e.g. a response from MCM or the municipality to an inquiry on this topic) with EA documentation.		
4. Will the proposed project, decision or activity result in significant ground disturbance?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> , continue to question 5. Documentation to support an answer of YES is not required.		
If you answered <b>NO</b> , an archaeological assessment is NOT required and it is not necessary to fill out the remainder of the checklist. The proponent will summarize this conclusion and include appropriate documentation demonstrating that no ground disturbance will take place to the project file.		
5. Have all areas to be impacted by ground disturbing activities been subjected to recent extensive and intensive disturbances and to depths greater than the depths of the proposed activities?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you answered <b>YES</b> , an archaeological assessment is NOT required. The checklist and any supporting documentation demonstrating that no activities will go deeper than past ground disturbances or will occur in previously undisturbed lands is to be included in the summary.		
If you answered <b>NO</b> , then there is potential for archaeological resources and an archaeological assessment is required.		

**Appendix: Additional instructions, information sources, and definitions to assist in answering checklist questions**

<b>Part A</b>	
1	<p><b>Maintenance</b> means work that extends the life of the structure or keeps the structure safe for intended use.</p> <p><b>Repairs</b> means work that fixes or replaces components of the structure to return the structure to its original condition.</p>
2	<p><b>Rehabilitation</b> means a modification, alteration, or improvement of the condition of a structure or bridge subsystem that is designed to correct deficiencies in order to achieve a particular design life and live load level.</p> <p><b>Vehicle capacity</b> means the number of through travel lanes for vehicles on the bridge. Adjusting lane width to current standards does not increase the number of travel lanes and cycling, parking, or turning lanes are not through travel lanes. Increasing the width of a narrow bridge (one lane with two-way traffic) to the current standard to accommodate two-way traffic (two lane) is not considered an increase in capacity.</p>
<b>Part B</b>	
1	Municipal heritage staff and municipal heritage committees can help determine whether an approved conservation plan, or previous cultural heritage evaluation, exist.
2	<p>A previous evaluation might have been carried out by:</p> <ul style="list-style-type: none"> <li>• A heritage consultant, in a CHER prepared for a previous consultant/applicant</li> <li>• The Municipal Heritage Committee, in considering the property for inclusion on the municipality’s Heritage Register</li> <li>• The municipality, in a Bridge Infrastructure Master Plan</li> </ul> <p>Evaluations should use the criteria in Ontario Regulation 9/06. Re-evaluation is necessary if new information is available or there is evidence that heritage attributes have changed.</p>
3	<p>Where to find information:</p> <p>a) For OHA-designated properties contact the municipal clerk, or search the Ontario Heritage Trust (OHT) Register at <a href="https://www.heritagetrust.on.ca/en/pages/tools/ontario-heritage-act-register">https://www.heritagetrust.on.ca/en/pages/tools/ontario-heritage-act-register</a></p> <p>b) - For municipal easements, contact the municipal clerk            - For OHT easements, contact the OHT Provincial Heritage Registrar at <a href="mailto:registrar@heritagetrust.on.ca">registrar@heritagetrust.on.ca</a> or see <a href="https://www.heritagetrust.on.ca/en/property-types/easement-properties">https://www.heritagetrust.on.ca/en/property-types/easement-properties</a>            - Easements can also be identified through the local land registry (title search)</p> <p>c) For listed or inventoried properties, contact the municipal clerk or heritage staff</p>

	<p>d) For properties subject to a notice of intention to designate or notice of Heritage Conservation District Study, contact the municipal clerk or heritage staff</p> <p>e) For provincial heritage properties, contact the MCM Registrar at <a href="mailto:registrar@ontario.ca">registrar@ontario.ca</a></p> <p>f) For all federal designations, search the Directory of Federal Heritage Designations at <a href="https://www.pc.gc.ca/apps/dfhd/default_eng.aspx">https://www.pc.gc.ca/apps/dfhd/default_eng.aspx</a></p> <p>g) See (f) above</p> <p>h) See (f) above</p> <p>i) See (f) above</p> <p>j) For UNESCO World Heritage Sites see the UNESCO website: <a href="http://whc.unesco.org/en/statesparties/CA">http://whc.unesco.org/en/statesparties/CA</a> (note: as of 2020, Ontario's only UNESCO World Heritage Sites are the Rideau Canal and Pimachiowin Aki)</p>
6	<p>Plaque locations can be found from the following sources:</p> <ul style="list-style-type: none"> <li>• Municipal heritage committees or local heritage organizations</li> <li>• Ontario Heritage Trust: <a href="https://www.heritagetrust.on.ca/en/online-plaque-guide">https://www.heritagetrust.on.ca/en/online-plaque-guide</a></li> <li>• Historic Sites and Monuments Board of Canada: <a href="http://www.pc.gc.ca/apps/dfhd/default_eng.aspx">http://www.pc.gc.ca/apps/dfhd/default_eng.aspx</a></li> </ul>
7	<p>Cemeteries can be located through the Bereavement Authority of Ontario's Public Register of licensed cemeteries: <a href="https://licensees.bereavementauthorityontario.ca/public-register">https://licensees.bereavementauthorityontario.ca/public-register</a></p> <p>If cemetery limits are unclear, an Investigation Authorization issued by the Bereavement Authority of Ontario may be required.</p> <p>In this context, adjacent means contiguous or as otherwise defined in a municipal official plan.</p>
8	<p>A list of the Canadian Heritage Rivers in Ontario can be found at <a href="http://chrs.ca/the-rivers-ontario/">http://chrs.ca/the-rivers-ontario/</a>.</p>
9	<p>For information, contact:</p> <ul style="list-style-type: none"> <li>• Elders in Indigenous Communities or community researchers who may have information on potential cultural heritage resources. Please note that Indigenous traditional knowledge may be considered sensitive.</li> <li>• municipal heritage committees or local heritage organizations</li> <li>• Ontario Historical Society's "Heritage Directory" - for a list of historical societies and heritage organizations in the province: <a href="https://ontariohistoricalsociety.ca/directory-and-map/">https://ontariohistoricalsociety.ca/directory-and-map/</a></li> </ul> <p>Information specific to trails may be obtained through Ontario Trails at <a href="https://www.ontariotrails.on.ca/index.php?url=trails">https://www.ontariotrails.on.ca/index.php?url=trails</a></p>
10	<p>If the checklist indicates the need to hire a qualified person to undertake a Cultural Heritage Evaluation Report (CHER), do this during the EA study and follow its recommendations, which may include completing a Heritage Impact Assessment (HIA) if the structure or property is found to have cultural heritage value or interest (CHVI) and may be impacted by the project. Both the CHER and the HIA should be included in EA documentation and inform the decision-making in the EA process.</p>
11	
12	

12 (c)	To develop a <b>sympathetic design</b> for railings, the proponent should first consider retaining the existing railing. If the existing railing is tall enough for pedestrian safety, consider providing a new barrier wall between road and sidewalk if adequate space and bridge capacity is available, and snow clearing operations can continue. If inadequate space and structural capacity exists, or snow clearing cannot be accommodated, or pedestrian Ontario Building Code (OBC) safety requirements are not met, then the existing railings should be removed and replaced with a new Canadian Highway Bridge Design Code- and OBC- (if applicable) compliant barrier with a design that, as much as possible, uses the same materials and elements (e.g. vertical steel posts) as the original railing.
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**Part C**

If this Part indicates the need for an archaeological assessment, you will need to hire an archaeologist licensed under the Ontario Heritage Act. This licensee will follow the archaeological assessment process laid out in the *Standards and Guidelines for Consultant Archaeologists* and submit archaeological assessment reports directly to MCM for technical review. Archaeological assessment follows a phased approach that begins with evaluation of archaeological potential and proceeds as necessary to a field survey, an assessment of any sites identified, and mitigation measures such as excavation, with each phase resulting in recommendations as to whether the next is necessary. MCM will inform the client/proponent when review of and any necessary revisions to archaeological assessment reports have been completed. Archaeological assessment reports should be included in EA documentation. You can find information on archaeological assessments, and a list of licensed Archaeologists in Ontario, on MCM’s website at [http://www.mtc.gov.on.ca/en/archaeology/archaeology\\_assessments.shtml](http://www.mtc.gov.on.ca/en/archaeology/archaeology_assessments.shtml) and [http://www.mtc.gov.on.ca/en/archaeology/licensed\\_archaeologists.shtml](http://www.mtc.gov.on.ca/en/archaeology/licensed_archaeologists.shtml).

2 Information can be obtained from MCM by emailing [archaeology@ontario.ca](mailto:archaeology@ontario.ca).

3 The municipality may be able to answer Question 3 if it has a data sharing agreement with MCM.

4 **Significant ground disturbance** means to interfere with or alter the existing condition of the ground, whether it is above or below water, through human actions that have potential to affect cultural heritage resources, and includes, but not limited to:

altering the existing grade of land	compacting, excavating or removing topsoil
power spraying	dredging
placing or dumping fill	removing vegetation
allowing heavy vehicle traffic	trenching (e.g. for services)
drainage ditch construction	trail construction
scarification and soil mechanics studies	

A ground disturbance does not include:  
normal, regular farming practices such as ploughing or tilling or gardening

5 **Recent** means since 1960.  
**Extensive** means over all or most of the area.  
**Intensive** means thorough or complete disturbance.



