

## 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](mailto: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.
4. To screen several quarters in close proximity, use the "Refine Search" key on the results

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/>