June 2, 2026 Project No: CA0058727.7300

**Director**
Environmental Approvals Branch
Manitoba Environment and Climate
14 Fultz Blvd
Winnipeg, MB. R3Y 0L6

Director:

**RE: Village of St Pierre Jolys**
**Wastewater Sewer Upgrades**

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Please find enclosed a Notice of Alteration Form for the above project, as well as a summary report. We had previously submitted an Application for a Certificate of Approval, under the Public Health Act, along with sealed construction drawings, and project specifications. However, we were advised by your department to submit a Notice of Alteration (NOA).

The scope of work for this project consists of the installation of a sewage forcemain and a relief wastewater sewer on PR 205 between the existing lagoon and PTH 59. The existing wastewater collection system and conveyance system is nearing capacity, and due to continuing development in the community, upgrades are required. A new 250mm forcemain will be installed to complement the existing 150mm forcemain. The majority of the existing 250 wastewater sewer on PR 205 will be upgraded with the installation of a relief sewer to run in tandem with the existing sewer, and for the remainder, the 250mm wastewater sewer will be replaced with a 375mm sewer.

The work includes the crossing of the Joubert Creek, which provides challenges due to new Provincial depth requirements for crossing under the creek, and therefore this project will utilize an inverted siphon for this gravity portion, which incorporates a positive hydraulic grade line of 1.0%. This will allow for the sewer to cross under the creek at a depth of 3.0m.

The total length of new forcemain to be installed will be approximately 1,020 metres, and the new wastewater sewer to be installed is approximately 450 metres. The forcemain will discharge into the existing primary cell of the existing wastewater stabilization pond (lagoon). The wastewater sewer upgrade will include several manholes and connections between the existing sewer and the new relief sewer.

There are no existing water lines in the community, as individual and shared wells provide potable water to the homes and businesses.

1600 Buffalo Place, Winnipeg, Manitoba Canada R3T 6B8
Telephone : (204) 477-6650 ~ Fax : (204) 474-2864 ~ www.wspgroup.com

There will be no additional sewage generated to the lagoon under this contract. As future development occurs, applications will be made for those projects at that time, and confirmation on lagoon capacity will be addressed for those projects.

All piping for the forecemain and wastewater sewer upgrades will be installed by directional drilling methods, except for the portion where the existing 250mm wastewater sewer will be upgraded to 375mm, which will be installed by open cut excavation.

The design of this project is in general conformance with Ten States Standards.

Any agreements and/or permits will be made with the Municipality of Norfolk Treherne, the contact person being :

Tina Bubenzer, CAO
Village of St Pierre Jolys
701 Avenue Jolys East
St Pierre Jolys, MB. R0A 1V0
Phone: (204) 433-7832 E-mail: cao@villagestpierrejolys.ca

Submission of the project for approval have also been submitted to:

- Manitoba Transportation and Infrastructure (MTI) for construction on the PR right-of-way.
- Provincial Waterway Authorization – Water Management, for the crossing of the Joubert Creek
- An application has been submitted to the Heritage Resources Branch

It is the Owner's intention to commence construction by the end of June of 2026, so your earliest attention to this matter would be appreciated.

If you have any concerns with this project, please provide comments at your earliest convenience.

Please contact me if you have any questions.

Yours truly,

WSP Canada Inc.

Michael P. Matview, C.E.T.
Manager, Municipal Engineering

enclosures

1600 Buffalo Place, Winnipeg, Manitoba Canada R3T 6B8
Telephone : (204) 477-6650 ~ Fax : (204) 474-2864 ~ www.wspgroup.com

# Notice of Alteration Form

Manitoba

| | |
|---|---|
| File No. : 84.20 | Environment Act Licence No. : 802 R |

Legal name of the Licensee: Village of St Pierre Jolys

Name of the development: Jolys Avenue West - Wastewater Sewer Upgrades

Category and Type of development per Classes of Development Regulation:

Waste Treatment and Storage — Wastewater treatment lagoons

Licensee Contact Person: Tina Bubenzer
Mailing address of the Licensee: 701 Avenue Jolys East
City: Village of St Pierre Jolys Province: Manitoba Postal Code: R0A 1V0
Phone Number: (204) 433-7832 Fax: Email: cao@vilagestpierrejolys.ca

Name of proponent contact person for purposes of the environmental assessment (e.g. consultant):
Mike Matview - WSP Canada Inc

| | |
|---|---|
| Phone: (204) 259-1555<br>Fax: | Mailing address: 1600 Buffalo Place, Wpg, MB. R3T 6B8 |

Email address: mike.matview@wsp.com

Short Description of Alteration *(max 90 characters):*
Installation of 1,020m of sewage forcemain, and 150m of relief wastewater sewer

Alteration fee attached: Yes: ☐ No: ☐

If No, please explain: NOA requested by Environment and Climate Change

| | |
|---|---|
| Date: 2026-05-02 | Signature:<br><br>Printed name: Mike Matview |

A complete Notice of Alteration **(NoA)** consists of the following components:

- ☐ **Cover letter**
- ☐ **Notice of Alteration Form**
- ☐ **1 electronic copy of the NoA detailed report** (see "Information Bulletin - Alteration to Developments with Environment Act Licences")
- ☐ **$500 Application fee, if applicable** (Cheque, payable to the Minister of Finance)

**Submit the complete NoA to:**
Director, Environmental Approvals Branch
Environment and Climate Change
Box 35, 14 Fultz Blvd
Winnipeg MB R3Y 0L6
EABDirector@gov.mb.ca
**For more information:**
Toll-Free: 1-800-282-8069
Phone: 204-945-8321 Fax: 204-945-5229
https://www.gov.mb.ca/sd/permits_licenses_approvals/eal/ licence/index.html

**Note: Per Section 14(3) of the Environment Act, Major Notices of Alteration must be filed through submission of an** Environment Act Proposal Form (see "Information Bulletin – Environment Act Proposal Report Guidelines")

Reset Print

# Introduction

This Notice of Alteration has been prepared to describe the proposed wastewater infrastructure upgrades for the Village of St. Pierre-Jolys, including installation of a new HDPE force main from the lift station to the wastewater treatment lagoon and upgrades to the existing gravity sewer system along PR 205 to PTH 59. The proposed works include a combination of horizontal directional drilling and localized open-cut excavation to accommodate site-specific engineering and regulatory requirements while minimizing surface disturbance where practicable. This document provides an overview of the proposed works, summarizes the primary construction methods, and outlines potential environmental interactions, mitigation measures, and anticipated residual effects associated with construction.

## Projects

### Forcemain

The proposed 1,020 metre High-Density Polyethylene (HDPE) force main pipe (250 mm) will be installed at a depth of 2.75 m within the Provincial Road (PR) 205 south side right-of-way (ROW) using horizontal directional drilling (HDD) to minimize surface disturbance along the alignment. The extent of the forcemain upgrade will be between the lift station and the St. Pierre-Jolys wastewater treatment lagoon and will be installed between an existing low-pressure sewer and parallel to the existing 150mm forcemain. The new 250 mm force main pipe will be directed below the clay berm and penetrate the clay liner of the St. Pierre-Jolys Wastewater Treatment Lagoon (Environment Act Licence # 802R) discharging onto a new concrete splash pad that will be installed on the cell bottom.

### Wastewater Sewer Upgrades

The limits of the gravity sewer upgrade along the south side of PR 205 will be between the lift station and Provincial Trunk Highway (PTH) 59. The section of sewer between the lift station and the first manhole west of Joubert Creek would be an on-line upgrade with a 375mm PVC pipe. For the remainder of the sewer upgrade, it will be a 250mm diameter HDPE installed parallel to the existing 250mm sewer. The on-line renewal west of Joubert Creek will be by open-cut excavation (approximately 71 m). Since it will be in the south ditch, compacted common backfill may be used.

Installation of the new parallel sewer to cross Joubert Creek is to be done by directional drilling to reduce any potential impacts to Joubert Creek. The HDD will be directed down to create a separate of 3.0 m between the bottom of Joubert Creek and the HDPE pipe. The HDD will extend east of Joubert Creek to an existing manhole at PTH 59 boulevard (approximately 340m). The crossing of Joubert Creek and the MTI dike on the east side of the creek will utilize an inverted syphon. The sewer will not have a consistent grade at the crossing but will still be able to convey flow through a hydraulic surcharge. This is necessary because Provincial requirements indicate that when crossing a Provincial waterway

(Joubert Creek), the sewer is to be installed at a minimum of 3.0m under the creek. To achieve this requirement, the pipe under the creek will be lower than the incoming pipe into the lift station, which is not feasible using straight through slopes.

# Summary of Construction Methods

## Open-Cut Excavation

Open-cut excavation for installation of the wastewater sewer pipe would typically involve removing surface materials and excavating a trench along the pipe alignment to the required depth and grade. The trench would be prepared with appropriate bedding, the sewer pipe would be placed and aligned, and any required connections or manholes completed. Following installation, the trench would be backfilled with suitable material, compacted as required, and the disturbed surface reinstated. Temporary measures such as dewatering, trench support, traffic control, and erosion and sediment control may also be required depending on site conditions.

## Horizontal Direction Drilling

HDD construction would generally include site preparation at designated drill entry and exit locations, assembly of the prefabricated pipeline string, drilling of a pilot bore along the designed profile, progressive reaming of the borehole to the required diameter, and pullback installation of the pipeline. Drilling fluid would be used to stabilize the bore, lubricate the hole, and transport cuttings to the surface for containment and disposal. In the anticipated heavy clay soil conditions, bore stability is expected to be generally favourable; however, construction would require monitoring of drilling pressures, management of pullback forces, and implementation of contingency measures to address potential inadvertent drilling fluid returns. Following installation, the force main would-be pressure tested, tie-ins completed, and disturbed work areas reinstated.

# Environmental Assessment

The following provides a high-level environmental assessment of anticipated construction-phase interactions, assumed site conditions, proposed mitigation measures, and expected residual effects. Mitigation measures and residual effects will be reviewed and refined, as needed, before and during construction based on site conditions and specific construction activities.

From an environmental assessment perspective, the Project is expected to result primarily in temporary, localized construction-related interactions associated with open-cut excavation, HDD entry and exit areas, material, and equipment staging, drilling fluid management, and final tie-in and site reinstatement activities. Because most of the force main alignment will be installed by HDD rather than open-cut trenching, surface disturbance is expected to be substantially reduced, thereby limiting potential effects on soils, drainage, vegetation, adjacent land use, and transportation infrastructure within the PR 205 ROW. Potential adverse effects may include temporary soil disturbance, noise, dust, equipment emissions, traffic interruptions, management of drilling returns, and the potential for inadvertent drilling fluid release to the ground surface or nearby drainage features. With implementation of standard mitigation measures, including erosion and sediment control, drilling fluid containment and response procedures, spill prevention, waste management, traffic control, and prompt site reclamation, residual effects are expected to be minor, localized, and short term.

| Environmental Aspect | Assumed In-Field Conditions | Potential Interaction | Potential Mitigations | Residual Effect |
|---|---|---|---|---|
| Soil and Terrain | Clay soil are anticipated along the alignment, with disturbance primarily limited to HDD entry and exit areas, staging locations, and tie-in points. | Construction activities may result in temporary soil stripping, rutting, compaction, localized grading, and mixing of surface and subsoil materials at active work areas. | • Limit the disturbance footprint,<br>• Avoid unnecessary grubbing,<br>• Segregate topsoil and subsoil where feasible,<br>• Use equipment mats or designated travel paths if needed, and<br>• Regrade and stabilize disturbed areas following construction. | Residual effects are expected to be minor, localized, and short-term following reinstatement. |
| Surface Water and Drainage | Roadside ditches, localized drainage pathways, or low-lying areas are present within the right-of-way and work areas. | Temporary disturbance could increase sediment transport, alter local drainage patterns at work areas, or result in inadvertent drilling fluid release to surface features. | • Maintain drainage continuity,<br>• Implement erosion and sediment control measures as required,<br>• Monitor HDD drilling pressures and returns,<br>• Implement contingency response procedures for inadvertent returns. | Residual effects are expected to be minor and temporary with standard controls and response measures in place. |
| Groundwater | Shallow non-potable groundwater, approximately | Construction may encounter groundwater at | • Minimize excavation depth where feasible, | Residual effects are expected to be |

| Environmental Aspect | Assumed In-Field Conditions | Potential Interaction | Potential Mitigations | Residual Effect |
|---|---|---|---|---|
| | 2.5 m below ground, may be encountered locally depending on seasonal conditions and site-specific subsurface conditions. | entry or exit pits or tie-in locations, requiring localized dewatering or management of water-bearing soils. | • Manage any collected water appropriately,<br>• Prevent discharge of sediment-laden water to surrounding areas without appropriate controls. | negligible to minor and limited to the construction period. |
| Vegetation | Vegetation within the right-of-way is expected to consist primarily of maintained roadside vegetation and minor disturbed cover near work areas. | Clearing or disturbance of vegetation may be required at HDD workspaces, staging areas, and tie-in locations. | • Clearly define construction limits,<br>• Keep within the ROW,<br>• Minimize clearing to that required for safe construction,<br>• Avoid unnecessary disturbance outside the workspace,<br>• Re-establish disturbed areas following construction. | Residual effects are expected to be minor and temporary, with vegetation recovery following reclamation. |
| Wildlife and Wildlife Habitat | Wildlife use of the area is expected to be typical of a disturbed transportation corridor with limited habitat value in active work areas. | Construction noise, lighting, and activity may temporarily displace wildlife or disturb use of adjacent habitat. | • Restrict activity to the defined workspace,<br>• Maintain good housekeeping,<br>• Avoid unnecessary idling | Residual effects are expected to be minor, localized, and temporary. |

| Environmental Aspect | Assumed In-Field Conditions | Potential Interaction | Potential Mitigations | Residual Effect |
|---|---|---|---|---|
| | | | • Schedule construction to limit prolonged disturbance where practical. | |
| Air Quality | The region surrounding the site has good air quality. Short-term emissions and dust may be generated by construction equipment, vehicle movement, and material handling at active work areas. | Equipment operation may generate localized exhaust emissions and dust during mobilization, drilling, and reinstatement activities. | • Maintain equipment in good working order with air emission control devices,<br>• Minimize unnecessary idling,<br>• Apply dust suppression (water) where required based on site conditions.<br>• No burning of any kind. | Residual effects are expected to be minor, intermittent, and limited to active construction periods. |
| Noise and Vibration | Nearby receptors may include road users, adjacent land users, local residences, and workers present within or near the right-of-way. | Drilling equipment, support vehicles, and tie-in activities may generate temporary increases in localized noise and vibration. | • Use properly maintained equipment,<br>• Limit unnecessary idling,<br>• Conduct construction during standard working hours where practical (within community by-laws) and consistent with project requirements. | Residual effects are expected to be minor, temporary, and localized to the active work area. |

| Environmental Aspect | Assumed In-Field Conditions | Potential Interaction | Potential Mitigations | Residual Effect |
|---|---|---|---|---|
| Traffic and Access | Construction will occur within the Provincial Trunk Highway 205 right-of-way, where traffic management and safe access to work areas will be required. | Mobilization of equipment and occupation of portions of the right-of-way may temporarily affect traffic flow, shoulder use, or site access. | • Implement a traffic management plan,<br>• Use appropriate signage and barriers,<br>• Coordinate work to maintain safe passage, and restore temporary access restrictions as soon as practical. | Residual effects are expected to be minor and temporary during active construction. |
| Waste and Materials Management | Construction is expected to generate drill cuttings, drilling fluid returns, packaging, and general construction waste. | Improper handling or storage of waste and materials could result in site contamination, nuisance conditions, or off-site transport of waste materials. | • Collect, contain, and dispose of construction waste and drilling returns at appropriate facilities,<br>• Maintain tidy work areas,<br>• Do not allow waste to accumulate unnecessarily on site. | Residual effects are expected to be negligible to minor with proper waste handling and disposal practices. |
| Spills and Hazardous Materials | Fuel, lubricants, hydraulic fluids, and other construction-related products may be stored or used at the work site. | Accidental leaks or spills could affect soils, drainage features, or surface water if not promptly contained and cleaned up. | • Store fuels and chemicals appropriately,<br>• Inspect equipment regularly,<br>• Keep spill kits on site,<br>• Prepare a spill response plan and implement spill | Residual effects are expected to be negligible to minor with standard spill prevention and response measures. |

| Environmental Aspect | Assumed In-Field Conditions | Potential Interaction | Potential Mitigations | Residual Effect |
|---|---|---|---|---|
| | | | response procedures in the event of an incident. | |
| Public and Worker Health and Safety | Construction will involve heavy equipment, active traffic, pressurized systems, and standard site hazards associated with HDD installation. | Site activities may pose temporary safety risks to workers and the public if the work area is not properly controlled and managed. | • Implement project-specific health and safety procedures,<br>• Maintain site security and signage,<br>• Use trained personnel,<br>• Control public access to active work areas. | Residual effects are expected to be low with implementation of standard construction safety measures. |
| Accidents and Malfunctions | Potential unplanned events may include HDD bore deviation, equipment malfunction, pipe pullback issues, or inadvertent drilling fluid returns. | Unplanned events could result in localized delays, additional disturbance, or temporary release of drilling fluid or other materials requiring response. | • Use experienced HDD contractors,<br>• Verify drill alignment and design,<br>• monitor drilling parameters throughout construction,<br>• prepare emergency response plan,<br>• Implement contingency and corrective action | Residual effects are expected to be low and manageable with standard monitoring and contingency planning. |

| Environmental Aspect | Assumed In-Field Conditions | Potential Interaction | Potential Mitigations | Residual Effect |
|---|---|---|---|---|
| | | | procedures if issues are identified. | |
| Heritage Resources | Construction is proposed within a previously disturbed PR ROW, where past grading, road construction, and utility-related disturbance are expected to have altered near-surface soils. The HDD bore is proposed at approximately 2.75 m below grade, with surface disturbance primarily limited to entry and exit areas, staging areas, and tie-in locations. | Potential interactions would be primarily limited to localized ground disturbance at open-cut trenches and HDD entry and exit areas, staging areas, and tie-in locations, where shallow subsurface disturbance could occur. Although previous disturbance reduces the likelihood of intact heritage materials being present. | • A Heritage Resources Protection Plan Template attached shall be resourced by the Contractor and implemented during the construction. | Residual effects are expected to be permanent, and localized. |

| | |
|---|---|
| **From:** | +WPG574 - HRB Archaeology |
| **To:** | Sagan, Barsha |
| **Cc:** | +WPG574 - HRB Archaeology |
| **Subject:** | RE: TAC comment for St Pierre Jolys - Notice of Alteration for Wastewater Sewer Upgrades |
| **Date:** | June 4, 2026 3:26:15 PM |
| **Attachments:** | Basic HRPP Guidelines Key Questions and Protocols to Consider_fillable.pdf<br>image001.png |

Hello Barsha,

HRB has reviewed the aforementioned development and agree with the proponent's consultant (WSP) that the implementation of a Heritage Resource Protection Plan (HRPP) for the duration of project activities will be sufficient for this project (see attached fillable HRPP template).

**No Concerns at this Time**

Further to your e-mail regarding the above-noted application, the Manitoba Historic Resources Branch (HRB) has examined the location in conjunction with Branch records for areas of potential concern. The potential to impact to heritage resources is believed to be low based on analysis of current data and evaluated by the type of action proposed, therefore, the HRB has no concerns with the proposed project at this time. This evaluation is only appropriate for this respective request.

**Legislation**

Under Section 46 and 51 of the Heritage Resources Act (the Act), if at any time, heritage resources are encountered in association with these lands during testing and development, there is an obligation to report any heritage resources and a prohibition on destruction, damage or alteration of said resources. HRB may require that an acceptable heritage resource management strategy be implemented by the proponent/developer to mitigate the effects of their activity on the heritage resources.

Kind regards,

**Historic Resources Branch**
Impact Assessment Archaeologist | Archaeological Assessment Services Unit

Historic Resources Branch |Manitoba Sport, Culture, Heritage and Tourism
213 Notre Dame Avenue, Main Floor |Winnipeg, MB |R3B 1N3
T. (204) 945-2118 |F.204.945.2384 |e. HRB.archaeology@gov.mb.ca

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**From:** Sagan, Barsha <Barsha.Sagan@gov.mb.ca>
**Sent:** June 2, 2026 1:48 PM
**To:** +WPG569 - EnvCEEastern <EnvCEEastern@gov.mb.ca>; +WPG574 - HRB Archaeology <HRB.archaeology@gov.mb.ca>
**Subject:** TAC comment for St Pierre Jolys - Notice of Alteration for Wastewater Sewer Upgrades

Please find this notice of approval application for the expansion of wastewater

collection system for the town of Stonewall. Please review and comment. Please provide comment back by **June 12, 2026.**

Thank you.

Regards,
**Barsha Sagan, M.A.Sc., P.Eng.** (she/her)
Senior Environmental Engineer
Industrial and Wastewater Section I Environmental Approvals Branch I
Manitoba Environment and Climate Change I
Box 35 – 14 Fultz Boulevard, Winnipeg, MB  R3Y 0L6 I Email:
barsha.sagan@gov.mb.ca I Tel: (204) 795-7175

*I acknowledge that I am located on Treaty 1 Territory and that Manitoba is located on the Treaty Territories and ancestral lands of the Anishinaabeg, Anishininewuk, Dakota Oyate, Denesuline and Nehethowuk Nations. I also acknowledge that Manitoba is located on the Homeland of the Red River Métis, and acknowledge northern Manitoba includes lands that were and are the ancestral lands of the Inuit.*

*I respect the spirit and intent of Treaties and Treaty Making and remain committed to working in partnership with First Nations, Inuit and Métis people in the spirit of truth, reconciliation and collaboration.*

# Heritage Resources Protection Plan (HRPP) Guidelines

**Purpose of HRPP – Preventative Action:**

To assist [insert company name] with informing managers, employees, contractors on what to do and whom to call should heritage resources accidentally be encountered when testing and development is underway on site. The HRPP consists of operational procedures to limit damage or destruction of heritage resources accidentally found during site work.

**Key Steps:**

1. All workers on-site should be informed of the HRPP in advance of work proceeding and who to contact should there be a chance encounter during on-site activity.
2. If heritage objects or human remains are discovered on site, activities are to stop at that location immediately and the Historic Resources Branch be notified. (HRB.archaeology@gov.mb.ca, (204) 945-2118)
3. In the case of human remains, the nearest law enforcement agency (i.e., RCMP or local police department) must be contacted to first rule out any forensic issues.

**Why Report? :**

Many people find heritage objects accidentally. If these items are reported to the Historic Resources Branch, their significance can be assessed and the resulting information can generally be shared with the public. Some heritage objects can be several thousand years old.

**Legislation and Policy:**

*The Heritage Resources Act* (The Act) and the *Province of Manitoba Policy Concerning the Reporting, Exhumation and Reburial of Found Human Remains* (Burials Policy) apply to protecting heritage resources.

## Preparing the HRPP

*These are basic guidelines to help developers draft an HRPP. This is a non-exhaustive guideline involving a single stakeholder. Projects involving multiple stakeholders/ community partners will require more detail.*

*Provide purpose/intent of HRPP to general user.*

*Explicitly state key message/ takeaway for user*

*All on-site workers should be aware of or briefed about the protocol.*

*Introduce the need to report findings.*

*Identify the relevant legislation pertaining to heritage resource protection.*

**What are Heritage Resources? :**

Heritage resources and heritage objects are defined under the *Heritage Resources Act*:

**"heritage resource"** includes

(a) a heritage site,

(b) a heritage object, and

(c) any work or assembly of works of nature or of human endeavour that is of value for its archaeological, palaeontological, pre-historic, historic, cultural, natural, scientific or aesthetic features, and may be in the form of sites or objects or a combination thereof

**"heritage object"** includes

(a) an archaeological object,

(b) a palaeontological object,

(c) a natural heritage object, and

(d) an object designated as a heritage object by the Lieutenant Governor in Council under subsection (2);

**"archaeological object"** means an object

(a) that is the product of human art, workmanship or use, including plant and animal remains that have been modified by or deposited due to human activities,

(b) that is of value for its historic or archaeological significance, and

(c) that is or has been discovered on or beneath land in Manitoba, or submerged or partially submerged beneath the surface of any watercourse or permanent body of water in Manitoba;

**"palaeontological object"** means the remains or fossil or other object indicating the existence of extinct or prehistoric animals, but does not include human remains.

**"natural heritage object"** means a work of nature consisting of or containing evidence of flora or fauna or geological processes;

**"human remains"** means remains of human bodies that in the opinion of the minister have heritage significance and that are situated or discovered outside a recognized cemetery or burial ground in respect of which there is some manner of identifying the persons buried therein;

## Notes/Comments

*Provide verbatim definitions of heritage language as presented within The Heritage Resources Act.*

Examples of heritage resource objects (below)

Examples of Archaeological Objects (above)

Example of a Palaeontological Object

**Discovery and notification structure:**

*Better safe than sorry: do not hesitate to report potential or suspected finds. The Historic Resources Branch is here to provide advice and expertise* ***at no cost to the developer***.

1. If heritage resources, including human remains, are encountered, stop work immediately.
2. Notify the on-site manager about the discovery

   [Insert contact information here, including names, position, and phone numbers]

3. Mark-off area with "flagging tape" to identify and restrict the area.

4. The on-site manager will contact the Historic Resources Branch at (204) 945-2118

5. In the case of possible found human remains, the on-site manager will contact

   a. Historic Resources Branch at (204) 945-2118
   b. [Insert local police authority name and contact information here.]

## Notes/Comments

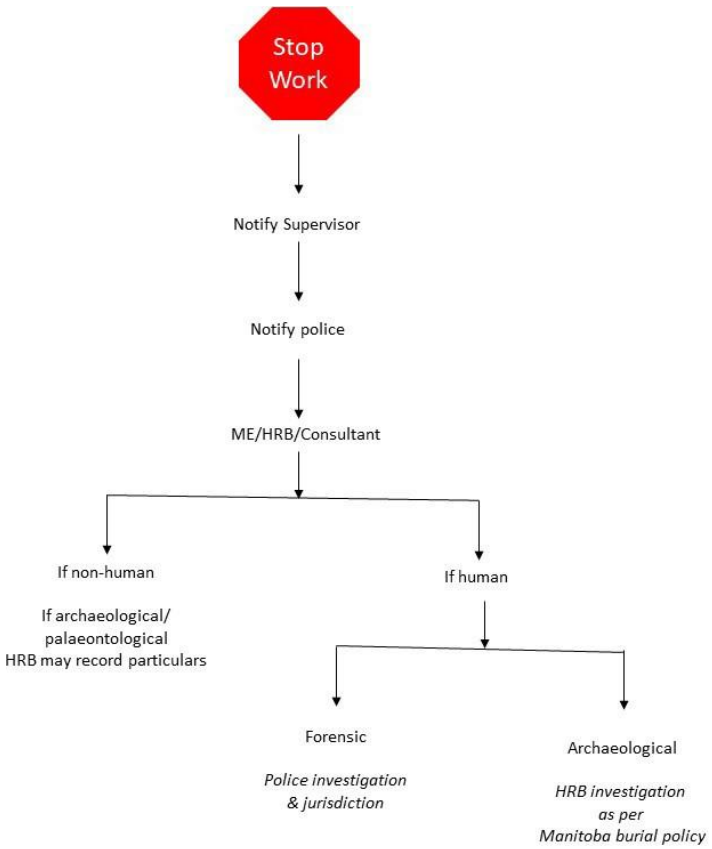
*Provide step-by-step instruction on what to do and who to contact should heritage resources be accidentally encountered.*

- *Who is the site supervisor?*
- *Who do you contact if supervisor is unavailable?*
- *What are the phone numbers for these individuals?*

- *What is the name of the local police authority?*
- *What is the phone number during the day and after hours?*

**What to expect after notification for possible found human remains:**

1. The local police authority will immediately attend the site and further secure the site.
2. The local police authority may notify the Medical Examiner's (M.E.) Office of a potential case of founding human remains as per *The Fatalities Inquiries Act.*
3. The local police authority and/or the ME's office may contact the Historic Resources Branch (HRB) or their own forensic anthropology consultant.
4. The police and their consultant will determine if the remains are:
    a. Human or animal
    b. Forensic or archaeological in nature.
5. If the remains are forensic in nature or cannot be immediately assessed, the police authority and ME will have jurisdiction over the area.
6. If remains are determined to be non-forensic (i.e., archaeological) in nature and their removal is required, HRB will be responsible for their exhumation and reburial as per Manitoba Burial Policy



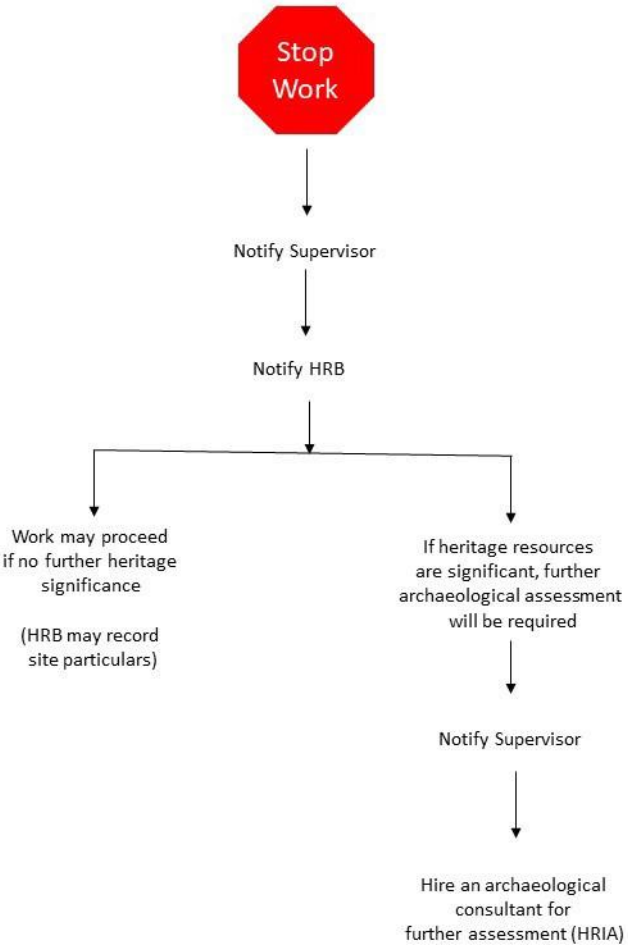

## Notes/Comments

*Under no circumstances should site information be shared with the media or the public. Site locations are protected by the Freedom of Information and Protection of Privacy Act (FIPPA).*

*Communication should be limited to the local police authority or the Historic Resources Branch.*

**What to expect after notification for heritage objects other than human remains:**

1. The Historic Resources Branch (HRB) will visit the site
2. The HRB will determine if additional heritage mitigation work will be required.
3. If further mitigation work is required, the developer may need to contract a qualified archaeological consultant to conduct a Heritage Resources Impact assessment (HRIA) of the proposed development location, in order to identify and assess any heritage resources that may be negatively impacted by development. If desirable, the Branch will work with the developer/land owners and its consultant to draw up terms of reference for this project.




## Notes/Comments

*The HRB will determine if a heritage resource management strategy needs to be implemented by the developer to mitigate the effects of the development on the heritage resources.*

**Potential penalties**

Under the *Manitoba Heritage Resources Act* 69(1), *any person who contravenes or fails to observe a provision of this Act or a regulation, order, by-law, direction or requirement made or imposed thereunder is guilty of an offence and liable, on summary conviction, where the person is an individual, to a fine of not more than $5,000 for each day that the offence continues and, where the person is a corporation, to a fine of not more than $50,000 for each day that the offence continues.*

**Useful Resources:**

Government of Manitoba

Heritage Objects: A Precious Resource for all Manitobans. Winnipeg, Manitoba: Manitoba Culture, Heritage and Citizenship, 1996. Accessible online at: www.gov.mb.ca/chc/hrb/pdf/heritage_objects.pdf

Managing Our Heritage Resources: Impact Assessment. Winnipeg, Manitoba: Manitoba Culture, Heritage and Citizenship, 1993. Accessible online at: www.gov.mb.ca/chc/hrb/pdf/impact_assessment_booklet.pdf

## Notes/Comments

*Identifying potential penalties serves to emphasize the importance of this legislation*

*Additional information about heritage objects or the heritage resource impact assessment process can be found online*