



City of
Peterborough

To: **Members of the Museum & Archives Advisory Committee**

From: **Susan Neale, Museum Director**

Meeting Date: **April 10, 2014**

Subject: **Report MAAC14-005**
Peterborough Museum & Archives: Archaeology Policy

Purpose

A report to recommend approval of the Peterborough Museum & Archives' Archaeology Policy (draft).

Recommendation

That the Museum & Archives Advisory Committee approve the recommendation outlined in Report MAAC14-005 dated April 10, 2014, of the Museum Director, as follows:

That the Archaeology Policy (draft), attached as Appendix A, be approved.

Budget and Financial Implications

The PMA's Archaeology Policy (draft) proposes a fee schedule, to be reviewed during the City's annual budgetary process. Any Licensed Archaeologist will be required to pay a fee per box to offset the long-term costs of processing, conservation and safe storage of archaeological materials.

Background

The Peterborough Museum & Archives (PMA) Policy Manual is submitted to the Ministry of Tourism, Culture and Sport as a compulsory component of the annual Community Museum Operating Grant application. Policies are assessed for compliance with federal, provincial and municipal legislation as well as international professional standards with the goal to ensure ethical museum and archives practices.

The Ontario Heritage Act, Regulation 170/04, defines archaeological materials as “any object, material or substance that is made, modified, used, deposited or affected by human action and is of cultural heritage value or interest”. Archaeological materials remain the property of the Licensed Archaeologist, unless otherwise agreed upon.

As a steward of Peterborough’s heritage, the PMA’s curatorial collection includes archaeological materials. PMA staff anticipate the future acquisition of archaeological materials, specifically those that are the result of accidental and/or intentional archaeological excavations on City properties.

The PMA’s Archaeology Policy (draft) references a fee schedule, to be reviewed annually during the City’s budgetary process. Any Licensed Archaeologist will be required to pay a fee per box to offset the long-term costs of processing, conservation and safe storage of archaeological materials. Staff recommend that a fee of \$200 per box (a banker’s box or equivalent) be included in the 2015 budget. This amount was suggested by the Museum Advisor, Ministry of Tourism, Culture and Sport, and is comparable to that charged by Sustainable Archaeology: Western and Sustainable Archaeology: McMaster.

Summary

The Peterborough Museum & Archives (PMA) Archaeology Policy (draft) has been developed to ensure the proper long-term care of archaeological materials, as well as to strengthen the PMA’s adherence to the Ontario Ministry of Tourism, Culture and Sport guidelines.

Submitted by,

Susan Neale, Museum Director

Contact Name:

Susan Neale, MA, HBSc, BEd, O.T.C.

Phone: 705-742-7777, Ext. 2471

Fax: 705-743-2614

E-Mail: sneale@peterborough.ca