

Chapter 3

Resource Institutions

This chapter discusses where and how to find the information you may need for Indigenous land rights research in BC. It provides you with suggestions on how to locate resources and outlines the processes you will likely go through when compiling and gathering evidence for your research project. The goal of this chapter is to point you in the right direction and provide you with the information to get you started on your research.

Every research project comes with unique challenges and requires a specific set of methods and resources to accomplish its goals. You are encouraged to consider a full range of options and to use your initiative when conducting research. When working within a system shaped by courts, governments, and academia, these resource institutions are useful but limited since they are not always representative of Indigenous views. If you are looking for evidence that more accurately represents Indigenous voices and perspectives you should look beyond the institutions listed here. Speak with Elders and other community members to try to find the information you need. See Chapter 6: Oral History for a discussion of this approach to research.

This chapter is divided into four main sections:

- **Local Resources:** This section suggests how to begin your land rights research by exploring local resources. Band or tribal council offices, as well as cultural and heritage organizations are often the best places to begin a research project.
- **Archives:** This section provides an introduction to archives. Every archive is different but understanding some of the basic similarities can help you know where to start and what questions to ask. At the end of this section there is a list of major archives with materials about Indigenous issues.
- **Specialized and Academic Libraries:** This section provides a general introduction into how specialized and academic libraries work, and lists the libraries that contain information related to Indigenous issues in BC.
- **Government Offices:** This section describes how to access files from government offices and gives a list of relevant offices and their contact information.

The following chapter, Chapter 4: Documents, provides information on specific documents stored in the resources institutions listed here. Together these chapters will help you to locate and understand the specific documents and evidence you need for your research project.



Local Resources

There has been a recent movement toward the creation of libraries and resource centres within band offices and Indigenous organizations. These resource centres are used as a way to keep band employees and band members informed of the issues affecting the community. These centres are helpful when you are starting to define your research project. You may find research materials or even detailed reports prepared by other researchers. A careful search of these offices is the best way for you to find out if work has already been done on your current project. For a listing of Indigenous organizations close to home refer to *A Guide to Aboriginal Organizations and Services in British Columbia* published by BC's Ministry of Community and Aboriginal and Women's Service. It is available online or by contacting the Ministry directly. See the "Government Offices" section for contact information.

If you would like to gain access to files in your community's office you should make a formal request. This means asking for permission from the leadership. Be aware that it is unlikely you will be given free access to all office files. Also keep in mind that because of shortages of space or resources, office staff may not know the details of the office holdings. Some Indigenous governments also have research registries for those wanting to consult their libraries or archives for research purposes.

Cultural and heritage centres are good local resources for community researchers. Holdings tend to concentrate on cultural and anthropological materials. Like band and tribal council offices, these are good places to visit early in your research project.

Public libraries are also important local resources. Even if the closest library is in another community, it is worth becoming familiar with its resources. Many local libraries have collections of local history and maps. They will also be part of library networks that can draw on collections and knowledge in other libraries. If your library does not have the information you need, ask them if they are a member of Virtual Reference Canada (VRC). If they are, they can ask for help from other libraries. You can suggest that they consider joining and let them know that they can find more information there. For more information on VRC see the link on the Library and Archives Canada website at: www.collectionscanada.ca/vrc-rvc.

Another useful website that can direct you to various public, specialized or academic libraries is the Canadian Library Gateway: <http://www.collectionscanada.ca/gateway>. This website will connect you to various online library catalogues. This can save time because you may find you are able to get copies of materials from your local library that you would otherwise have had to travel to Victoria, Vancouver, or Ottawa to obtain.

A note about the Internet

If you have Internet access locally, it can be an excellent tool to help you decide which institutions and resources to explore. Several useful websites and databases currently exist and many new resources are coming online all the time. Many archives, specialized libraries, and government offices have websites that describe their holdings. Using the Internet to explore archives' **finding aids** can help you to narrow your search. This will help you to plan how much time you will need at the institution you want to visit and help you to make more efficient use of your time when you are there. See Appendix 4: Online Resources for a list of useful websites.

Archives

Archives are **repositories** (homes for collections) for unique unpublished materials that may include files, ledgers, maps, photographs, videos, and sound recordings. These records are sometimes stored away from the public area, sometimes in warehouses located off-site. You may consult the records in the archive's reading room but you will not be allowed to borrow them.

Public archives make historical documents available to members of the public. For example, Library and Archives Canada (LAC) and the BC Archives hold many collections of documents, correspondence, manuscripts, maps, and photos.

Archival records are unique, original and unpublished documents, which are sometimes referred to as **primary sources**. These may include government files, diaries and journals, correspondence, church and missionary records, photographs, maps, film, and sound footage depending on the size and focus of the collection.

Conducting Research at Archival Institutions

Archival research involves exploring a combination of original, unique, and unpublished records and documents. These types of materials are most often housed in archives, but can also be held by specialized libraries or be a part of active government files. Part of the challenge you will face will be getting used to the way archival institutions operate. Do not expect them to be run like a public library. Archival resources are stored differently than books in regular libraries because they are organized according to **provenance**, which is the source (individual, office, or agency) that created, received or accumulated the records in the course of their activities. For this reason, it is unlikely that a straightforward subject search will provide a quick answer to a research question. You will need to learn how to “navigate” through the storage systems of these institutions. While there are standardized systems, such as the Rules for Archival Description (RAD), more often than not different systems are used. Be prepared to spend a lot of time just learning about the processes involved in archival research before you end up actually finding documents for your research.

Prepare well for any trip to an archive. Make sure that you thoroughly explore **secondary sources** and your local archives before you move on to larger archives such as the BC Archives or LAC. Although their holdings may be smaller, local archives contain more region-specific material. As well, local archives often hold records that have not yet been studied as closely as the materials at larger archives.

Time Saving Tip:

Call the archives before you leave home and ask them to send you copies of their record request forms. You can fill out much of the information before you leave on your research trip.

Research Tools

It is a good idea to become familiar with the services and research tools available at archives, not just their collections. When you have a question and cannot find the answer

yourself ask the staff at the reference services division. If you are unable to find information at the institution, ask the staff to suggest other places to look. This is called a referral service. Reference archivists can help with **finding aids**, which are tools designed by archivists to help you identify the files and items you need to consult. They may also suggest possible research paths and other institutions that may have the records you need. Keep in mind that due to budget cutbacks at many institutions, fewer and fewer archivists or other reference people are available to help. Be sure to do your secondary research and narrow things down before you go so that you can make the best use of resource people while you are there.

Before you visit an archive remember to call ahead and ask:

- Are the archives open to the public?
- What are the hours of operation?
- Is authorization needed for access to the collection?
- What is the photocopy policy?

Features of Archival Institutions

Each archive you visit will have its own system of organization. It will take time for you to learn where materials are located and how everything works. One research trip will not be enough to learn everything so do not expect to feel completely familiar with all features of an archive on your first visit. That said, there are similarities between archives that will make your research progress more quickly and smoothly as you become more experienced:

- **Security systems:** Most archives will have a registration or security desk as you enter the building. You will probably be asked to sign in, and you may be issued a research pass. You will probably be asked to leave your coat, briefcase, or any large bags at the security desk or in a nearby locker. If the archives are open evenings or weekends, you may want a locker where you can store the records that you order.
- **Reading rooms:** Most archives have designated reading rooms, often



Many archives hold records stored on microfilm.

the main room of the archives. There you will find tables and chairs, and **microforms** (records that have been filmed and are available in **microfilm** or **microfiche** format). There may also be computers if it is possible to search for records in an electric database. Larger archives may have a limited number of electrical outlets for laptop computers. In the reading room, you will find **inventories** (descriptions and listings of records within a **fond** or record group), guides, and finding aids for records

held by the archives. Although they often take the form of inventories, finding aids may also include indexes, registers, and guides to collections. They can provide you with enough information to know which files you need to order for consultation. There may also be a card catalogue system for rare books, maps, and plans. You will have to complete a request form for each volume of material you want to order, and then submit the completed forms at the circulation desk.

Access to Records

Archival materials cannot be borrowed. All research must be done on the premises because the records are unique and they cannot be replaced if they are lost, stolen, or damaged in some way. You may either take notes in the archives or order photocopies of materials.

If you are consulting original paper documents it is your responsibility to treat them with care and to maintain their order. When you are finished, the materials should be in exactly the same order as they were when delivered to you. Ask about the procedure for identifying documents you would like to have photocopied. Usually an archive will provide a type of paper strip or “flag” to fold over the documents you want copied. Never use post-it notes to identify archival documents for photocopying and always use pencil when making notes in the reading room. You will have to complete a photocopy request form for every item you want to see.

Not all records are stored within the archives’ main building. Many records are stored in off-site warehouses. Off-site records are delivered to the main building once or twice a day, which means that you may have to wait several hours or even overnight before materials can be made available to you. As you order records, ask if they are stored off-site so that you can adjust your work schedule accordingly. Keep in mind that files may require review by research staff, which could make the process take longer.

Access to Information Act and the Privacy Act (ATIP)

When you begin research at an archive, specialized library, or government office do not be surprised if you are asked to produce a letter of authorization or a **band council resolution** (BCR) authorizing your research.

Almost all federal government records are subject to the *Access to Information Act* and the *Privacy Act* (ATIP). This legislation came into effect in 1983. ATIP is designed to balance public access to information held in government files with the need to protect individual privacy, donor restrictions and national security.

Access officers review files and make as much information as possible available to researchers, within the limits of the ATIP legislation. The types of information that tend to remain restricted are federal cabinet submissions, some RCMP and National Defence records, confidential or secret documents, legal opinions, intergovernmental correspondence, and documents containing personal information about individuals.

A formal ATIP request requires you to pay a nominal fee along with your request. Access Register and Access Request Forms are available online at public libraries, government offices, and rural postal outlets.

When you make a formal request, the government department or archive involved is legally obliged to reply within 30 days. They will then either provide the information you have requested or tell you how much longer you will have to wait. If you are not satisfied with the reply you receive, you may appeal the decision to the Office of the Information Commissioner. It is important to keep track of what you have requested and the date you made your request.

Be specific about the information you need. For example, requesting “all the information about the band” is too broad and you will likely be asked to narrow your search. Asking to see “band membership files for the years 1925–30” is a far more manageable request.

Using their retrieval system, departmental records office staff should be able to locate the files you request. If they have been transferred to LAC, you will then make your ATIP request there. Either way, you will be asked to complete a request form stating who you are and briefly describing the nature of your research. It is entirely up to you how much information you give the archives about your project. Researchers are not obliged to disclose the purpose of their research so there is no need to provide this information (usually “research into land issues” is adequate).

There is a special provision in the *Privacy Act* designated to assist land claims researchers working on behalf of Indigenous Peoples and associations. This section of the Act, section 8(2)(k), is specifically for land claims research and does not apply to other aspects of research relating to Indigenous history. Requests for file material made under section 8(2)(k) require that you submit a BCR along with your completed request form. The BCR should be less than one year old and should state that the council authorizes you to conduct research on behalf of the band for land claims purposes, and to look at files relating to the band. For an example of an 8(2)(k) form see Appendix 2.

Freedom of Information (British Columbia)

In British Columbia, the *Freedom of Information and Protection of Privacy Act* (FOI) governs records created by provincial government offices. If you make an FOI request, officials at the provincial ministry or at BC Archives will review the records and information may be removed according to the applicable legislation. Often a letter of acknowledgement will be sent to you within a short time, followed later by photocopies of the files you have requested. As with the requests for access to federal records, you should be as specific as possible in your requests to provincial ministries. The ministries are obliged to respond to requests within defined periods of time so keep track of what you have asked for and when you made the request. You may appeal to the Information Commissioner if your request is not acknowledged within 30 days, or if you feel that the reply is unsatisfactory. Records created by municipal government offices also fall under the *Freedom of Information* legislation and may be requested in the same way as provincial documents. For an example of an FOI request form see Appendix 3.

The Environmental Law Centre Society at the University of Victoria has recently published *A Citizen's Guide to FOI*, which is a helpful introduction to the *Freedom of Information* processes. It tells you how to make an FOI request and what to do if your request is declined. The guide is available online from the Environmental Law Centre Society website at: <http://www.elc.uvic.ca>.

Additional tips for doing research at archives

- In addition to Record Groups (RGs), there are many smaller manuscript collections (“additional” and “old” manuscripts, as well as “special” collections) that might also be useful.
- Archival records, generally speaking, are always being updated. Make sure that you have consulted the newer **accession** files.
- Researchers also run into **conversion lists** occasionally. For example, if you want to see a file on reel C-10110 of RG 10, you would find that this same reel would have a different number at the BC Archives. To find the BC Archives reel number, request the conversion list.
- Ordering off-site records can be done a week before you leave on your trip, saving you considerable time. If the records are in use by another researcher, they can be recalled in advance.

Public Archives***BC Archives***

BC Archives is the most significant repository of information relating to the history of Indigenous Peoples and lands in BC. Its holdings include: government documents and records; private historical manuscripts and papers; maps, charts and architectural plans; photographs; paintings, drawings and prints; audio and video tapes; film; newspapers; and an extensive library of publications with a strong emphasis on the social and political history of British Columbia and the Pacific Northwest.

BC Archives
<http://www.bcarchives.gov.bc.ca>
 655 Belleville St., Victoria, BC V8W 9W2
 Ph: 250-387-1952 Fax: 250-387-2072

Glenbow Archives

This collection is focused mainly on Alberta-related holdings and has documents dating between 1870 and 1990. It will be of interest to some BC researchers, especially those in Treaty 8 territory and the southeastern part of the province.

Glenbow Archives
<http://www.glenbow.org/archives.htm>
 130 9th Ave. SE, Calgary, Alberta T2G 0P3
 Ph: 403-268-4204 Fax: 204-232-6569

Local Archives throughout BC

Local archives are a key source of region-specific material that, in many cases, does not exist anywhere else. They are particularly good for early settlers’ accounts, interviews with local Indigenous people, photographs, and other anecdotal and descriptive information. The BC



Archival Information Network (BCAIN) has an overview guide of local archives around the province. It is available online at: <http://aabc.bc.ca/aabc/bcguide.html>. For more information about archives in BC, see the Archives Association of BC's membership directory.

Library and Archives Canada (LAC)

LAC is the only institution for inactive federal government records. It is also a major repository for all kinds of non-governmental and historical materials. The Department of Indian Affairs records at LAC (Record Group 10 or **RG 10**) are very important for community researchers. However, other record groups also have information about the history of Indigenous People. The National Map Collection is also useful for community researchers. LAC is expected to complete the digitization of the **Red Series** and **Black Series** of RG 10 files by the end of 2005. ArchiviaNet, a helpful search tool, can be found on the LAC website.

Library and Archives Canada
<http://www.collectionscanada.ca>
 395 Wellington St., Ottawa, Ontario K1A 0N3
 Ph: 613-995-5138 Toll free: 1-866-578-7777

Provincial Archives of Alberta

This is the primary repository for Alberta's documentary heritage. Communities living close to the provincial border or who are part of Treaty 8 may find some relevant information in this collection.

Provincial Archives of Alberta
http://www.cd.gov.ab.ca/preserving/paa_2002/index.asp
 8555 Roper Road, Edmonton, Alberta T6E 5W1
 Ph: 780-427-1750 Fax: 780-427-4646 Email: paa@gov.ab.ca

National Archives and Records Administration USA

NARA is the American equivalent of Library and Archives Canada. There are branches in Anchorage (Alaska) and Seattle (Washington) that have material about the history of the Pacific Northwest. The Pacific Northwest branch is located in Seattle and covers Washington, Oregon, and Idaho. There you might find archival materials about any communities in southern BC with ties to communities south of the US border. The archives also has information relating to Washington territory, fishing in the Pacific Northwest, American Boundary Commission materials, fur trade records, official tribal records, and genealogical information. The record groups at both offices that are most likely to include BC content are RG 75 (Bureau of Indian Affairs), RG 49 (Bureau of Land Management), and RG 200 (The Wellcome Collection).

NARA Alaska Region (Anchorage)
 654 West 3rd Avenue Room 12, Anchorage, Alaska 99501-2145
 Ph: 907-271-2441 Fax: 907-271-2442 Email: archives@alaska.nara.gov

NARA Pacific Alaska Region (Seattle)
<http://www.archives.gov/facilities/wa/seattle.html>
 6125 Sand Point Way, NE, Seattle, Washington 98115-7999
 Ph: 206-526-6507 Fax: 206-526-4344 Email: centre@seattle.nara.gov

National Archives, UK

The National Archives in the United Kingdom has one of the largest archival collections in the world. Most BC and Canada related records and maps have been copied and housed at Library and Archives Canada in Ottawa.

The National Archives
<http://www.nationalarchives.gov.uk>
 Kew, Richmond, Surrey TW9 4DU
 Ph: (011)44(0)20-8876-3444 Email: enquiry@nationalarchives.gov.uk

Vancouver Federal Records Centre (VFRC)

The VFRC is Library and Archives Canada's regional office for BC. It houses archived federal government records, including RG 10 materials. VFRC has records dating from 1930 to 1980. It is important to note that this centre does not have duplicates of LAC materials. VFRC only has material produced by Indian Agencies in BC and Yukon field offices and does not have many headquarter (Ottawa) files. VFRC staff members provide on-site services include reference assistance.

Pacific Region Federal Records Centre, Library and Archives Canada
 2751 Production Way, Burnaby, BC V5A 3G7
 Ph: 604-666-6539 Fax: 604-666-4963

City of Vancouver Archives

This collection is focused on the history of the City of Vancouver. It has private records relating to pioneer families as well as an extensive map and photograph collection.

City of Vancouver Archives
<http://www.city.vancouver.bc.ca/ctyclerk/archives>
 1150 Chestnut Street, Vancouver, BC V6J 3J9
 Ph: 604-736-8561 Fax: 604-736-0626

Corporate Archives

Corporate archives store materials related to the history and operations of a company.

Canadian Pacific Railway (CPR) Archives

The CPR Archives contain documents and other materials focused on the railway. This is an internal department of the Canadian Pacific Railway Company and is not usually open to the public. However, if you are researching a railway right-of-way claim and you have tried all other research institutions, special arrangements can be made for you to search the collection.



Canadian Pacific Railway Archives
<http://www.cprheritage.com>
 Ph: 514-395-5135 Email: info@cprheritage.com

Hudson's Bay Company (HBC) Archives

This collection can be a valuable source of information regarding the early contact period. It is possible to use HBC materials without going to Winnipeg. Library and Archives Canada in Ottawa has microfilm copies of these early records. HBC records are also available from the HBC Archives through **inter-library loan**.

Hudson's Bay Company Archives
<http://www.gov.mb.ca/chc/archives/hbca/about/hbca.html>
 200 Vaughan Street, Winnipeg, Manitoba R3C 1T5
 Ph: 204-945-4949 Fax: 204-948-3236 Email: hbca@gov.mb.ca

Museum Archives

Canadian Museum of Civilization Library and Archives

This collection focuses on archaeology, anthropology, ethnology, folklore, history, and Indigenous art. It is open to the public. You can find unpublished research material, photographs, and audio-visual recordings. A finding aid for the manuscript collection is available in fiche format at the UBCIC Resource Centre.

Canadian Museum of Civilization Library and Archives
<http://www.civilization.ca>
 100 Laurier Street, PO Box 3100, Station B, Hull, Quebec J8X 4H2
 Ph: 819-776-7173 Fax: 819-776-7152 (Library and Photos)
 819-776-7055 (Recordings, textual archives, rights and permissions)
 Email: library@civilization.ca or archives@civilization.ca

National Museum of the American Indian (NMAI)

The George Gustav Heye Center of the NMAI has a huge collection of historical artifacts relating to Indigenous Peoples from around the world. There is a large number of objects from Indigenous Nations in BC and Canada. Researchers will be interested in the Resource Centre, the Research Branch and Archives, the photographic archives, and the Repatriation office. Please note that as of September 2004, a lot of material has been moved to the new National Museum of the American Indian in Washington DC, but the New York branch remains as a reference library.

National Museum of the American Indian
<http://www.nmai.si.edu>
In New York: George Gustav Heye Center Reference Library
 Ph: 212-514-3799 Fax: 212-514-3800
In Washington: NMAI on the National Mall
 Fourth Street and Independence Ave, S.W., Washington, DC, USA 20560
 Ph: 202-633-1000

Secwepemc Museum and Archives

This collection is run by the Secwepemc Cultural Education Society. It focuses on the Secwepemc (Shuswap) people and their territory. Holdings include records of the Kamloops Indian Residential School, RG 10 Black Series microfilm, and archival maps and photos. It also includes some genealogical resources, archaeological reports and oral testimonies.

Secwepemc Museum and Archives
<http://www.secwepemc.org/museum.html>
 355 Yellowhead Highway, Kamloops, BC V2H 1H1,
 Ph: 250-828-9801 Fax: 250-372-1127 Email: museum@secwepemc.org

Smithsonian Institution, USA

Founded in 1846, the Smithsonian Institution has been active in a number of research fields, and developed a number of important collections. BC researchers will be most interested in the National Anthropological Archives and the Human Studies Film Archives. These collections have an electronic catalogue that can be searched online.

National Anthropological Archives
<http://www.nmnh.si.edu/naa>
 Human Studies Film Archives, Smithsonian Institution Museum Support Centre
 4210 Silver Hill Road, Suitland, MD, USA 20746
 Ph: 301-238-2872

UBC Museum of Anthropology (MOA) Archives

The MOA Archives is primarily related to the museum's artifact collection. They also hold original records (maps, papers, photographs, and audiotapes) relating to anthropologist Wilson Duff's activities in BC. Additional holdings include photographs, slides, audio, and videotapes of Indian subjects. Access to these archives is by appointment only.

Museum of Anthropology Archives
www.moa.ubc.ca/collections/archives.php
 6393 N.W. Marine Drive, Vancouver, BC V6T 1Z2
 Ph: 604-822-1946 Email: archives@moa.ubc.ca

Local Museums throughout BC

Community museums frequently keep archival records. For information about the BC Museums Association's *Directory of BC Museums*, visit its website at: <http://www.museumsassn.bc.ca>

Church Archives

Church archives are repositories of all the documents and records of church activities.



Anglican Church Archives

This archive is the repository for records created by the Anglican Church in BC. It contains parish histories and registers, miscellaneous parish records, clergy files, and photographs of the Columbia Coast mission. The core of the holdings are the BC and Yukon Church Aid Society collection. Besides the Lower Mainland office in Vancouver, there are Anglican Church Archives in Victoria, Prince Rupert and Kelowna. Contact the Vancouver office for more information.

Anglican Provincial Synod of British Columbia and Yukon Archives
<http://aabc.bc.ca/aabc/anglican.html>
 6000 Iona Drive, Vancouver, BC V6T 1L4
 Ph: 604-822-9583 Fax: 604-822-9212 Email: anglican-archives@vst.edu

Archives of the Roman Catholic Archdiocese of Vancouver

This archive is the repository for documents created or received by the Archdiocese of Vancouver. Its records date back to 1863. There are regional Catholic diocese archives located throughout BC.

R.C. Archdiocese of Vancouver
 150 Robson Street, Vancouver, BC V6B 2A7
 Fax: 604-683-4288

Oblate Archives

The Oblates of Mary Immaculate (OMI) Order of the Catholic Church was active in many parts of BC from the early contact period. The Vancouver branch contains records dating back to 1861. These include useful accounts by or about missionaries working in BC, correspondence to and from missionaries, information about residential schools, Indigenous languages and baptismal and marriage records.

Oblate Provincial House Vancouver
 1311 The Crescent, Vancouver, BC V6H 1T7
 Ph: 604-736-9363 Fax: 604-736-9961
 Hours: Monday and Wednesday 10am-4pm (By appointment only)

United Church of Canada BC Conference Archives

The documents at the United Church's BC Conference Archives include marine missions, memberships lists, baptismal, marriage, burial, and school records. Most of the United Church's activity was along the west coast and in Haida Gwaii. There is almost no information relating to Indigenous communities in the Interior.

United Church BC Conference Archives
 6000 Iona Drive, Vancouver, BC V6T 1L4
 Ph: 604-822-9589 Fax: 604-822-9212

Specialized and Academic Libraries

Specialized libraries are repositories of rare published and unpublished books, private journals, department or agency files, periodicals, magazines, and newspapers. These materials are organized in particular ways, such as by author, subject, or geographic area. Specialized libraries may have circulating portions of their collection that you will be allowed to borrow for periods of time but most collections are for reference material that must be consulted on-site.

The term “specialized library” includes in-house libraries maintained by government offices and private businesses or associations, university libraries, as well as reference and research libraries organized to meet the needs of specific users. In these libraries you will find such things as specialist departmental reports, annual reports, periodicals, newspapers, journals, and **theses** (papers written by graduate students to fulfill their degree requirements) that are not available elsewhere. As well, you might find rare books, maps, plans, and photographs.

Specialized libraries differ from public libraries in the kinds of collections they hold and the way in which material is displayed. It is not uncommon to find that you must ask for everything at the circulation desk. Larger public libraries may have their own special collections division.

Specialized libraries are becoming increasingly automated. Online computer systems have replaced card catalogues in many of them. It is possible that more than one system is in place at some libraries if information from card catalogues is still being transferred to the online system. Either system will allow you to search for items by subject, author, or title. However, be aware that you may have to check both an online and card catalogue system.

If you are doing secondary research it is helpful to have a general understanding of the way library catalogues work. Library classification systems list information starting with the most general terms and move to the specific. It is best to start your search using broad terms and then narrow the subject matter. The more approaches you use, the more material you will turn up and the more confidence you will have that you have not missed anything. Every library has a different catalogue and search capabilities so be prepared to try different search methods. Always write down each of the search terms to avoid having to repeat your searches at a later date.

A useful resource for Indigenous research in specialized and academic libraries is **vertical files**. Vertical files contain a large and diverse collection of newspaper clippings, magazine articles, pamphlets and small publications about people, places and events.

Speak to the librarian and explain what you are looking for if you have not already done so by letter or telephone. Ask for assistance if you have difficulty finding your way around. Also ask about the procedures for ordering photocopies and the costs involved. Materials at these institutions are generally not loaned out so you will have to take notes on the premises or order photocopies.

Many specialized libraries are open to the public by appointment or during defined hours, but may require you to explain who you are and the resources you want before access to the collection is granted.

Academic (university) libraries are primarily for faculty and students. However, they also have a mandate to serve the general public since they are publicly funded. In many academic libraries, references services and in-library use of print materials are available to



the public free of charge. In some cases, researchers may obtain borrowing privileges for an annual fee. Academic libraries can be important for finding specialized journals and databases. If you are looking for journals you can often use a guest computer terminal.

Specialized Libraries and Collections

American Philosophical Society (APS)

The Manuscripts Division of this library houses linguistic and ethnographic material related to Indigenous Peoples in BC. To determine if any APS holdings are relevant to your work, you will want to consult John F. Freeman and Murphy Smith's *A Guide to Manuscripts Relating to the American Indian in the Library of the American Philosophical Society* (Philadelphia: APS, 1966) and *A Supplement to a Guide to Manuscripts relating to the American Indian in the Library of the American Philosophical Society* (Philadelphia: APS, 1982).

American Philosophical Society Manuscripts Division
<http://www.amphilsoc.org/library>
 105 South Fifth Street, Philadelphia, Pennsylvania, USA 19106-3387
 Ph: 215-440-3400 Fax: 215-440-3423

Bancroft Library, University of California, Berkeley

This library has some original manuscripts relating to BC history, including ethnological notes by Pym Nevins Compton and Alphonse Louis Pinart and H.H. Bancroft's notes on a number of subjects. Consult the section relating to BC in Dale L. Morgan and G.P. Hammond's (Eds.) *A Guide to the Manuscript Collection of the Bancroft Library* (Berkeley: University of California Press, 1963) for more information. This publication is available in BC at the Vancouver Public Library and the UBCIC Resource Centre. The catalogue of the Bancroft library is available online.

Bancroft Library, University of California, Berkeley
<http://bancroft.berkeley.edu>
 Berkeley, CA, USA 94720-6000
 Ph: 510-642-6481

BC Courthouse Libraries

Courthouse libraries exist throughout the province to support the legal community. They contain law-related books, legislation, reported and unreported decisions, and all manner of legal reference works. Those in Vancouver, Kamloops, New Westminster, Kelowna, Prince George, Victoria, and Nanaimo have broader information services, while those in smaller centres have smaller collections and more restricted hours.

BC Courthouse Libraries
<http://www.bccls.bc.ca>
 Ph: 1-800-665-2570 (Call to find the courthouse library closest to you.)

Bellingham Public Library

While not by definition either a specialized or academic library, researchers may find this collection useful. The Bellingham Public Library holds information relating to the Fraser Valley and the Pacific Northwest in general. It also has the 1860 Washington Territorial Census, Whatcom county censuses, cemetery records and old newspapers for the region. The library has a website and an electronic catalogue.

Bellingham Public Library
<http://www.bellinghampubliclibrary.org>
 210 Central Avenue, Bellingham, WA, USA 98225
 Ph: 360-676-6860

British Library

The British Library's Canadian holdings are wide-ranging. As a result of the *Canadian Copyright Act* of 1875, the Library's collection of Canadian publications is almost complete in both English and French for the period 1895-1924. These include maps, music, insurance plans, directories, **ephemera** and photographs as well as books and serials.

British Library, Americas Collections
<http://www.bl.uk/collections/oes/oescanadian.html>
 Room 150, Floor 2, 96 Euston Road, London, England NW1 2DB
 Ph: (011)44(0)20-7415-7742 Fax: (011)44(0)20-7412-7563

Centre for Pacific Northwest Studies

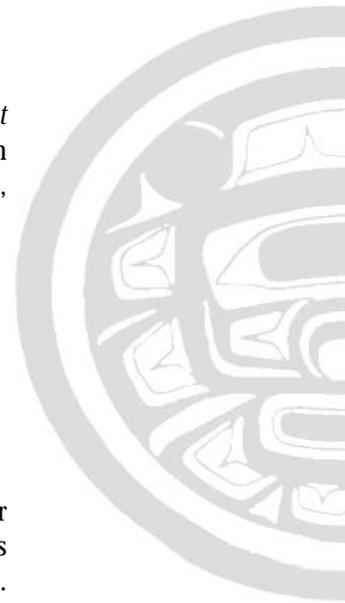
Part of Western Washington University, this collection focuses on northwest interior Washington, (particularly on Whatcom, Skagit and San Juan Island counties). The centre has some documents of the work of anthropologists who were active in the Pacific Northwest. The centre has a website, and finding aids are available online.

Centre for Pacific Northwest Studies
<http://www.acadweb.wvu.edu/cpnws>
 Goltz-Murray Archives Western Washington University
 Bellingham, WA, USA 98225-9123
 Ph: 360-650-7747 Fax: 360-650-3323 Email: cpnws@wwu.edu

Library and Archives Canada (LAC)

This library exists to preserve Canadian published materials. It has one of the best government document collections in the country, and can be a good source of unpublished Canada Sessional Papers, Parliamentary Committee Reports, Royal Commission reports, parliamentary proceedings, and Canadian census information. Reference services and inter-library loan services are available and the electronic catalogue is available online.

Library and Archives Canada
<http://www.collectionscanada.ca>



Aboriginal Resources and Services
www.collectionscanada.ca/aboriginal/index-e.html
 395 Wellington Street, Ottawa, Ontario, K1A 0N4
 Ph: 613-995-8481 (reference services) Fax: 613-943-1112
 Email: reference@nlc-bnc.ca

Royal British Columbia Museum (RBCM) Library and Records Service

RBCM holdings include materials relating to Pacific Northwest anthropology, archaeology, ethnology, and BC history. Community researchers may be interested in the extensive field and research notes in this collection. The RBCM houses a first rate photograph collection and excellent film and oral history recordings. The RBCM merged with the BC Archives in Spring 2004.

Royal British Columbia Museum Library and Records Service
<http://www.rbcm.gov.bc.ca>
 675 Belleville Street, Victoria, BC V8W 9W2
 Ph: 250-387-5706, 250-356-0792 (Records Coordinator), 1-888-447-7977 (toll free)

Simon Fraser University (SFU) Museum of Archaeology and Ethnology

Although this is not a research library, the museum may be of interest to some researchers for its collection relating to Northwest Coast Indigenous Peoples.

SFU Museum of Archaeology and Ethnology
<http://www.sfu.ca/archaeology/museum/index.htm>
 SFU Department of Archaeology, Burnaby, BC V5A 1S6
 Ph: 604-291-3325 Fax: 604-291-5666

Treaty 8 Treaty and Aboriginal Rights Resource Centre

This is an excellent source of information for Treaty 8 communities in BC. It consists of a general collection relating to the area, case law, primary land claims research materials, photos, and audio-visual materials (including interviews with Elders). This collection includes RG 10 microfilm, McKenna-McBride Royal Commission materials, and reserve schedules.

Treaty 8 Treaty and Aboriginal Rights Resource Centre
 10233- 100th Ave, Fort St. John, BC V1J 1Y8
 Ph: 250-785-0612 Fax: 250-785-2021

Union of BC Indian Chiefs Resource Centre

The UBCIC Resource Centre focuses on BC land rights research. It serves all BC researchers who have a band council resolution to conduct research on behalf of a band. The Resource Centre holds the most complete collection of RG 10 microfilm and finding aids in BC. As well, it has federal and provincial minutes of decision, reserve schedules, the McKenna-McBride report and transcripts, Hudson's Bay Company records, colonial correspondence, and many other books and records.

Union of BC Indian Chiefs Resource Centre
<http://www.ubcic.bc.ca/department/library.htm>
 4th Floor, 342 Water Street, Vancouver, BC V6B 1B6
 Ph: 604-684-0241 Fax: 604-684-5726 Email: library@ubcic.bc.ca

Vancouver Public Library (VPL) Special Collections

The VPL has a large collection of Pacific Northwest history records, which include a number of rare and difficult-to-find books, as well as historic maps. Refer to the Northwest History Index for more information about the Northwest collection. The VPL Newspaper Index and Historical Subject Index might also direct you to some useful material. The Special Collections catalogue is available online. VPL has a research guide for its own service and collections, *A Guide to Research at your Library*, also available on its website.

Vancouver Public Library Special Collections
<http://www.vpl.vancouver.bc.ca/branches/LibrarySquare/spe>
 Level 7, 350 West Georgia Street, Vancouver, BC V6B 6B1
 Ph: 604-331-3603

Academic (University) Libraries

Okanagan University College Library

The library has the Library and Archives Canada RG 10 Inventory and some RG 10 Black Series microfilm.

Okanagan University College Library
<http://www.ouc.bc.ca/library>
 3333 College Way, Kelowna, BC V1V 1V7
 Ph: 250-470-6015

WAC Bennett Library, Simon Fraser University (SFU)

This library has a large, general collection. The Government Documents division and the journals area on the sixth floor are useful and user-friendly. Other holdings include the British Columbia Newspaper Index and a complete collection of the Human Relations Area Files (ethnographic and archaeological materials). The library catalogue is available online.

WAC Bennett Library, Simon Fraser University
<http://www.lib.sfu.ca>
 8888 University Drive, Burnaby, BC V5A 1S6
 Ph: 604-291-5735

SFU Map Library

SFU's map collection is located on the seventh floor of the WAC Bennett Library. It is a repository for federal topographic maps in various scales. The collection also houses some



BC-related thematic maps and a limited selection of air photos, as well as various cartographic reference materials.

SFU Map Library, Simon Fraser University
<http://www.lib.sfu.ca/about/collections/specificcollections/mapcoll.htm>
 Ph: 604-291-4656 Fax: 604-291-3023

UBC First Nations House of Learning, X̱wi7x̱wa Library

X̱wi7x̱wa Library focuses on Indigenous People in BC. The collection exists to support UBC's First Nations Studies programs in education, law, and health. The library is in the process of developing its own Special Collections and Archives.

UBC First Nations House of Learning, X̱wi7x̱wa Library
<http://www.library.ubc.ca/xwi7xwa/xabout.htm>
 1985 West Mall, University of British Columbia, Vancouver, BC V6T 1Z2
 Ph: 604-822-2385 Fax: 604-822-8944

UBC Geographical Information Centre

UBC's Geographical Information Centre is housed within the Geography Department. In addition to its geographical reference books, it has a complete collection of topographical maps and is considered to be the best collection of federal and provincial air photos relating to the province of BC.

UBC Geographical Information Centre
<http://www.geog.ubc.ca/resources/gic>
 Department of Geography, 1984 West Mall, Room 112,
 University of British Columbia, Vancouver, BC V6T 1Z2
 Ph: 604-822-3048 Fax: 604-822-1598

UBC Koerner Library

This library houses books related to anthropology, archaeology, and Canadian history. Government publications and microforms (newspapers, rare books, theses) collections are located on the second floor. Koerner Library has a complete collection of the Human Relations Area Files (HRAF). The library catalogue is available online. You can also use the online subject guides. Click on "Arts (Humanities and Social Sciences)" and then you can search the topic "First Nations," as well as individual academic disciplines such as geography, anthropology, and law.

UBC Koerner Library
<http://www.library.ubc.ca/home>
 1958 Main Mall, University of British Columbia, Vancouver BC V6T 1Z2
 Ph: 604-822-5421

UBC Law Library

The UBC Law Library contains extensive holdings of law reports, statutes, periodicals, treatises, legal textbooks, monographs, and legal reference works. Reference staff may be able to assist you with a legal research problem. For a fee, the library will fax requested information to people who are not UBC students. The library catalogue is available online.

UBC Law Library
<http://www.library.ubc.ca/law>
1822 East Mall, University of British Columbia, Vancouver, BC V6T 1Z1
Ph: 604-822-2275 Email: lawlib@interchange.ubc.ca

UBC Main Library

UBC's Main Library is home to a number of books and journal articles relating to Indigenous Peoples and the history of BC. Note that older materials are only searchable by card catalogue. Both the UBC Map Library and Special Collections are housed in Main Library. The library catalogue is available online.

UBC Main Library
<http://www.library.ubc.ca>
1956 Main Mall, University of British Columbia, Vancouver, BC V6T 1Y3
Ph: 604-822-6375 Library Info Line: 604-822-2077

UBC Map Library

UBC's Map Library has a useful collection of contemporary maps. It has thematic maps, including maps of roads, land use, forestry and minerals. The library is also a useful source for atlases, gazetteers, and cartographic reference books. Please note that the library contains no archival maps.

UBC Map Library
<http://www.library.ubc.ca/map>
1956 Main Mall, University of British Columbia, Vancouver, BC V6T 1Y3
Ph: 604-822-2725

UBC Rare Books and Special Collections

In addition to historical materials and UBC theses, this diverse collection includes unique records relating to fishing, forestry, mining, and hydroelectric development in British Columbia. It also holds historic maps and photographs. Anthropologist Homer Barnett's field notes related to BC are also housed here. Holdings may be browsed electronically from the library website. Two useful guides to this collection are *Sources for Researching the History of Native People in British Columbia* in the Special Collections and University Archives Division (Vancouver: UBC Library, 1992) and *Guide to the Archival Research Collections in the Special Collections and University Archives Division* (Vancouver: UBC Library, 1994).

Rare Books and Special Collections Library
<http://www.library.ubc.ca/spcoll>



Main Library, 1956 Main Mall, Vancouver, BC V6T 1Z1
Ph: 604-822-2521 Fax: 604-822-9587

University of Northern British Columbia (UNBC) Library

The UNBC Library has many primary and secondary records relating to Indigenous issues. The catalogue is available online, and the university is part of the inter-library loan system.

UNBC Library and Archives
<http://library.unbc.ca>
UNBC Campus, 3333 University Way, Prince George, BC V2N 4Z9
Ph: 250-960-5555 Fax: 250-960-6330

University of Victoria (UVIC) Diana M. Priestly Law Library

This research collection consists of statutes, digests, reports, periodicals, textbooks, and all manner of legal reference materials.

UVIC Diana M. Priestly Law Library
<http://library.law.uvic.ca>
UVIC Campus, Begbie Building, PO Box 2300, Victoria, BC V8W 3B1
Ph: 250-721-8566 Fax: 250-472-4174 Email: lawref@uvic.ca

UVIC Main Library (McPherson Library)

This library holds a large general collection and its catalogue is available online. UVIC Special Collections and Archives is housed here, and includes private manuscripts documenting culture and ethnicity in the southern Vancouver Island region. This library has a complete collection of the Human Relations Area Files (HRAF) and also the BC Indian Arts Society Records.

UVIC Main Library
<http://gateway.uvic.ca>
UVIC Campus, PO Box 1800, Victoria, BC V8W 3P5
Ph: 250-721-8274 (Reference) or 250-721-8258 (Archives)
Fax: 250-721-8215

UVIC Map Library

UVIC's map library contains a complete collection of current federal topographic maps at 1:50,000 and 1:250,000 scales, as well as a large collection of thematic maps for BC, and BC air photos. Both the map and air photo collections are focused on Vancouver Island. The map library is also notable for its collection of UVIC Department of Geography theses.

UVIC Map Library
<http://gateway.uvic.ca/dept/map/map.html>
UVIC Campus Cornett Building, Room B 144, PO Box 3050
Victoria, BC V8W 3P5
Ph: 250-721-7356 Fax: 250-721-6216

University of Washington Library

This collection focuses on the history and culture of the Pacific Northwest. Holdings include anthropologists' field notes, papers and research materials (including those of Viola Garfield, who worked among the Haida, Tlingit, and Tsimshian) as well as some genealogical information. BC researchers may be particularly interested in the microfilmed records of the Oregon Province Archives of the Society of Jesus Alaska Mission.

University of Washington Manuscripts and University Archives
<http://www.lib.washington.edu>
 Allen Library Basement, North Wing
 University of Washington Libraries Box 352900, Seattle, WA 98195-2900
 Ph: 206-543-1879 Fax: 206-685-8049

Western Washington University (WWU), Special Collections

The WWU Special Collections include microfilmed Anglican Church records for the Pacific Northwest and the *Pacific Northwest Quarterly* journals. Community researchers might be interested in the microfilmed collection, History of the Pacific Northwest and Canadian Northwest. Special collections is located in the Mabel Zoe Wilson Library.

Western Washington University Special Collections
<http://www.library.wvu.edu>
 Special Collections, WWU Libraries, 516 High St. Bellingham, WA 98225

Government Offices

Libraries can help you find information about government publications and other government records but you will need to contact government offices directly for more recent and active documents. Federal, provincial, and municipal governments create records to document all aspects of their daily business. The documents they produce usually take the form of letters, memoranda, and reports that are placed in files by the records office staff. Access to federal, provincial, or municipal government records is usually controlled by some form of legislation that balances the public right to information against each individual's right to privacy (see the discussion of access to information in the Archives section of this chapter). There will be a likely be a procedure to follow when you request access to files. This can result in a delay of several weeks or months before the material is ready for you to consult or you receive it as photocopies.

The majority of federal departments, provincial ministries, and municipal offices keep track of their own files through a records office located within the same building. While these records are being increasingly stored in an electronic format, most still exist in paper format as documents on file.

Staff at the records office sort, store and retrieve files, and update the retrieval system (cards, lists or a computer system) so that they are able to locate the file as needed. Files usually have both a title and a number, which makes it possible for the staff to retrieve files by subject or number. Most often the records office is not open to the public but you can request documents directly from them. Access and privacy legislation usually apply to



government records, which means that the files will be screened internally before you are allowed to see them.

It is important to be aware that, over time, ministries and departments have often undergone restructuring and renaming and this may affect where you search for certain records. For more information on administrative histories of governmental departments search Library and Archives Canada's ArchiviaNet (general inventory) or contact their reference services department.

Example of government restructuring

The federal department of Indian Affairs has been restructured and renamed over time in the following ways:

1755-1869	Superintendents of Indian Affairs
1869-1873	Secretary of State for the Provinces Responsible for Indian Affairs
1873-1936	Department of the Interior
1936-1949	Department of Mines and Resources
1949-1965	Department of Citizenship and Immigration
1965-1966	Department to Northern Affairs and National Resources
1966-1997	Department of Indian Affairs and Northern Development
1997-current	Indian and Northern Affairs Canada

Accessing Files from Government Offices

A government record office is responsible for organizing and maintaining the active and semi-active files of its particular department or ministry. When files are no longer considered necessary to the daily activity of the department, the records office may arrange to have them transferred to the archives for preservation and research use. Remember that government files may exist in two forms: they may be active files maintained by the records office or dormant files held at the archives. Additionally, federal government records may have headquarters files on a subject located in Ottawa and regional files on the same subject located in Vancouver or elsewhere in British Columbia.

Consult the files in a number of records offices to gain a complete picture of the government's involvement in an issue. The information you find on file at a government records office will reflect the work of that particular department or ministry, not the work of the government as a whole.

Use the Internet to get information from government offices. New resources relevant to Indigenous land research are becoming available all the time. Many key documents such as federal and provincial maps, surveys, and instruments are available online.

Ordering files

A general process for ordering files from a government office might go something like this:

1. You make a request for information on a particular subject to a government office.
2. You may receive a file list. To order documents, indicate individual files

of interest or describe the documents you want to see. It is possible that you will receive photocopies of documents without first receiving a file list. For example, the Indian and Northern Affairs Canada (INAC) Regional Records Office in Vancouver will provide you with a file list, while the Ministry of Transportation in Victoria will mail you copies of ministry files relevant to your request. Make sure that you understand what procedure is being used, and then factor that information into your research plan.

3. After you order the files, they will be reviewed and you will be notified when the records are ready for you to see.
4. You will make an appointment with the records office staff to consult the files at their office. At that time you may flag documents for copying and arrange to pick up the copies, or have them sent to you.

Provincial Government Resources

BC Hydro and Power Authority Library

BC Hydro's departmental library consists primarily of technical information. Researchers may be interested in seeing pamphlets produced by the utility or its predecessors describing the nature, extent, and costs associated with various hydroelectric development projects throughout the province. The library also houses an extensive photograph collection. If you are seeking information about a specific hydro transaction, you may wish to contact BC Hydro's Aboriginal Relations Department.

BC Hydro and Power Authority Library
6911 Southpoint Drive, Burnaby, BC V3N 4X8
Ph: 604-528-3008 Fax: 604-528-3137

BC Hydro Aboriginal Relations Department
<http://www.bchydro.com/ard>
333 Dunsmuir Street, Vancouver, BC V6B 5R3

BC Land Title Division

Land Title Division has records that go back to 1861 that can tell you who held title to a specific parcel of land at a particular time. There are Land Title Registration offices in Victoria, New Westminster, Kamloops, Nelson, Prince George, and Prince Rupert. See the "Contacts" link on the Land Title Division website or phone the Victoria Office for information on specific offices. This office also has the original cloth and mylar maps for the establishment of all reserves in British Columbia along with the surveyors' notebooks and Agricultural Land Reserve maps. These may be photocopied on the premises. You can also do a land title search at this office to get information on the current use and ownership of a particular parcel of land. The Surveyor General Branch, the Crown Land Registry and the Land Title Division are all housed at 3400 Davidson Avenue in Victoria.

BC Land Title Division, Land and Title Survey Authority of BC
<http://www.ltsa.ca>

3400 Davidson Ave, Victoria, BC V8Z 3P8
Ph: 250-952-5021 Fax: 250-952-5857

BC Ministry of Community, Aboriginal and Women's Services

This Ministry office is a good source of information on local government, heritage conservation, provincial Aboriginal policy, public safety, housing and building policy, and services for women and seniors.

BC Ministry of Community, Aboriginal and Women's Services
<http://www.gov.bc.ca/mcaws>
PO Box 9490, Stn Prov Govt, Victoria, BC V8W 9N7

BC Ministry of Forests, District Offices

Your local Forest District Office can provide details on the history of logging on provincial Crown lands, tenure, the activities of various logging companies in different areas as well as information about forestry access roads. You can also often get a forest cover map for the area you are researching. A directory for local Forest District Offices is available online: <http://www.for.gov.bc.ca/mof/regdis.htm>.

BC Ministry of Forests Library

This departmental library provides access to technical information for all staff members of the BC Ministry of Forests, Sustainable Resource Management, and Water, Land, and Air Protection. It is also open to the public, but materials cannot be borrowed. The library catalogue is online.

BC Ministry of Forests Library
<http://www.for.gov.bc.ca/hfd/library>
PC Box 9532, Stn Prov. Gov., Victoria, BC V8W 9C2
Ph: 250-387-3628 Fax: 250-953-3079,
Email: Forests.Library@gems4.gov.bc.ca

BC Ministry of Sustainable Resource Management

This Ministry is a good source of information on land title, and legal interests in Crown land. The Ministry is working on an Integrated Land and Resource Registry Project, which will be an electronic register of all legal interests in Crown land. The Crown Land Registry is also useful. The Ministry has an online "Land and Registries Portal," directing visitors to other relevant weblinks.

Integrated Land and Resource Registry Project
<http://srmwww.gov.bc.ca/irp>
Land and Registries Portal
<http://srmwww.gov.bc.ca/sstu/portal>

BC Surveyor General Branch

The Surveyor General Branch is an excellent source of historic information about land in BC. You can get information about land registers, Royal Engineers' surveys, and other

survey plans and field notes. Provincial land-related orders in council (1891-1989) are also available at this office. There is important information in the Maps Vault, the Registers Vault, the File Vault, and the Crown Lands Vault. The Maps Vault is the repository for all BC survey plans and field books, as well as information on mineral claims. A digital imaging project is in progress, and it is anticipated that most of the map and Crown grant vault holdings will be accessible online at some point in the future. The File Vault contains active lands files; some current files are also held in various regional offices. All access to the Registers, Map or File Vaults must be arranged in advance with the BC Lands Records Officer. The Crown Lands Vault, which has restricted access, contains original Crown grants. Microfiche copies are held in the Registers Vault.

You can use the Online Cadastre at http://www.ltsa.ca/sgd_cadastre.htm. It is a helpful registry of geographical information including boundaries, subdivision lines, property information and other land related details. The Surveyor General Division, the Crown Land Registry and the Land Title Division are all housed at 3400 Davidson Avenue in Victoria.

BC Surveyor General Branch

<http://www.ltsa.ca>

PO Box 9375 Stn Prov Govt, 3400 Davidson Ave., Victoria, BC V8W 9M5

Ph: 250-952-5021 Fax: 250-387-1830

Land and Water British Columbia Inc.

This Crown corporation houses both old and active contemporary water licenses, as well as active water rights files. Researchers can arrange access to water licenses, water branch files, and the ministry's database. The database is available online.

Land and Water British Columbia Inc

<http://www.lwbc.bc.ca>

5th Floor 609 Broughton St, PO Box 9475 STN PROV GOVT

Victoria BC Canada V8W 9W6

Ph: 250-952-6246 Fax: 250-952-6237

Email: LWBC.Corporate@Victoria1.gov.bc.ca

Land Data BC

This is a branch of the Ministry of Environment, Lands, and Parks. It is a source for provincial topographic maps, **cadastal maps**, and air photos. The Land Data BC website includes a detailed products list as well as a list of authorized distributors locations throughout the province. Researchers will be interested in the Geographic Data BC Air Photo Library, which is open on weekdays.

Land Data BC

<http://www.landdata.gov.bc.ca>

Ph: 250-953-8200 or 1-800-663-6102

Legislative Library of BC

This library serves members of the Legislative Assembly and so it is only open to the public when the legislature is not in session. It is an official repository for BC government publications.



It has both the Legislative Library Newspaper Index and the Sessional Clipping Book and many BC newspapers. The library catalogue is available online.

Legislative Library of BC
<http://www.llbc.leg.bc.ca>
 Parliament Buildings, Victoria BC V8V 1X4
 Ph: 250-387-6510 Fax: 250-356-1373

Federal Government Resources

Geological Survey of Canada

The Vancouver office of the Geological Survey of Canada is the best source of federal 1:50,000 and 1:250,000 topographical sheet maps of British Columbia. You can obtain a free map index of Western Canada to use as a guide in selecting maps for your research project. There is also a research library, which has mainly technical mapping resources. The library catalogue is available online.

Geological Survey of Canada, Pacific Division
http://gsc.nrcan.gc.ca/org/vancouver/library/index_e.php
 Vancouver Office, 101- 605 Robson Street, Vancouver, BC V6B 5J3
 Ph: 604-666-0529 Fax: 604-666-1124 Email: libvan@gsc.nrcan.gc.ca

Indian and Northern Affairs Canada (INAC), BC Records Office

The BC Records Office, located at the BC Regional Office of INAC, is responsible for keeping track of all the active (operational) regional and district files. Records office clerks identify, locate, and obtain departmental files for INAC staff and authorized researchers. You will need to provide a valid BCR to review documents at the records office.

Indian and Northern Affairs Canada, BC Regional Office
www.ainc-inac.gc.ca/bc
 600- 1138 Melville Street, Vancouver, BC V6E 4S3
 Ph: 604-775-7100 Fax: 604-775-7149

INAC Claims and Historical Research Centre

The Claims and Historical Research Centre provides research advice and practical support to researchers in the form of assistance with informal access to active headquarters departmental files and records. Contact this office to find out if there are files relevant to your project. It should be possible to have them sent to the nearest INAC regional office, where you can review them.

INAC Claims and Historical Research Centre
 Claims Research and Assessment Directorate
 Indian and Northern Affairs Canada
 Room 1319, 10 Wellington Street, Ottawa, Ontario K1A 0H4
 Ph: 819-997-8155 Fax: 819-997-9873

INAC Departmental Library

The INAC Departmental Library has an extensive collection of books and periodicals relating to Indigenous Peoples in Canada. It is perhaps the best source of information on the history and evolution of Indian Affairs over time. It is not a repository for archival materials. The library catalogue is available online.

INAC Departmental Library
<http://www.inac.gc.ca>
 14th Floor, Terrasses de la Chaudiere, 10 Wellington, North Tower
 Hull, Quebec K1A 0H4
 Ph: 819-997-0811 Email: reference@inac.gc.ca

INAC Indian Moneys Directorate

The Directorate deals with trust funds and band monies. It can help you if you are trying to track down the history of a financial transaction involving a band or band members. You will need a BCR, and a lot of background information. Start by exploring available online INAC files relating to the transaction you are investigating. If you still have gaps in your research, try approaching the regional office in Vancouver; you may also need to contact the headquarters office in Hull.

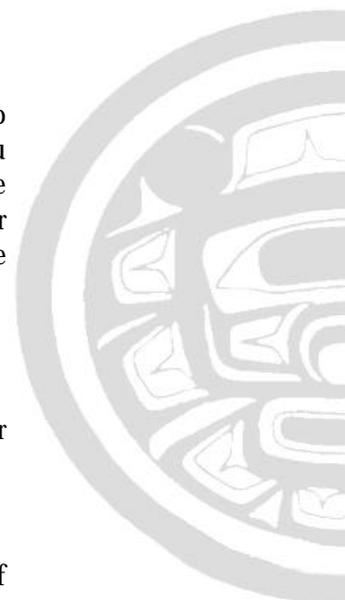
Indian Moneys Directorate
 BC Regional Office, 1550 Alberni Street, Vancouver, BC V6G 3C5
 Ph: 604-666-7891 (Ask for the Indian Moneys Directorate representative for your region)

INAC Lands and Trusts Services

Lands and Trusts Services, located at INAC's BC Regional Office, is an important source of primary reserve-based research materials. The materials that you can find here include: Minutes of Decision, Reserve General Registers, Reserve Land Registers, and reserve schedules. You can also find materials relating to the Royal Commission on Indian Affairs, and Gilbert Malcolm Sproat's Letterbooks. Use the Catalogue of Maps, Plans, and Aerial Photographs of Indian Lands in BC to determine which reserve mapping products are available on-site in fiche format.

At the office you can also access the Indian Lands Registry System (ILRS), an electronic database of instruments relating to land transactions on Indian reserve and Crown lands. It is constantly being updated. The Reserve General Register identifies the instrument numbers relating to a specific reserve by transaction. Instruments with registration numbers up to 225,000 can be copied from microfiche. All documents, including those registered since the department stopped filming in 1994, are accessible through the database and can be printed. The database is also accessible online once you have applied to INAC for a password.

INAC Lands and Trusts Services
www.ainc-inac.gc.ca/bc/index_e.html
 600- 1138 Melville Street, Vancouver, BC V6E 4S3
 Ph: 604-775-7100 Fax: 604-775-7149



ILRS Helpdesk
Ph: 819-953-4263 Email: sti-its@ainc-inac.gc.ca

INAC Specific Claims West Resource Centre

The Centre primarily serves program staff and contract researchers who have been hired by INAC to undertake counter-research on submitted claims but it is open to all researchers. This is where you will find bound settlement agreements and general research materials relating to Indian reserves in BC such as reserve schedules, minutes of decision, Indian Reserve Commission correspondence, Royal Commission reports, various LAC finding aids and a selection of RG 10 microfilm.

INAC Specific Claims West
Suite 2700- 650 West Georgia St, Vancouver, BC V6B 4N9
Ph: 604-666-8711 Fax: 604-666-6535

Industry Canada

Industry Canada can be a source for **letters patent** if other research avenues have failed. This department may be able to supply copies or certified true copies of the letters patent you are seeking. You must supply as much information as possible when requesting a document from Industry Canada (letters patent number, date, film number and DOC number, which may be listed in the remarks column of the Reserve General Register or Lands Sales Abstract Report).

Industry Canada
<http://www.ic.gc.ca>
Canadian Intellectual Properties Office
Place du Portage 1, 50 Victoria St., Room C-114, Gatineau, Quebec K1A 0C9

Legal Surveys Division, Natural Resources Canada (NRCan)

This is the repository for all legal survey plans of federal Crown lands, including Indian reserves. These maps are part of the Canada Lands Survey Records (CLSR). For a fee, the Legal Surveys Division in BC can provide copies of all survey products relating to Indian reserve lands including surveys, field books, photomap overlays, and band booklets. You might want to obtain a free map catalogue or index for each reserve belonging to the community you are researching. These contain complete listings of all official plans relating to an individual reserve. Note that many of the plans available from NRCan are also available free of charge on microfiche at INAC Lands and Trust Services at the BC Regional Office. You may also request access to “reserve” files, which contain maps, plans, and sketches that have been removed from INAC correspondence files. Researchers investigating roads issues will be interested to know that the Legal Surveys Division has plans depicting roads that cross BC reserve lands in 1938. NRCan holdings are available to the public through its online service, where plans and field books may be downloaded free of charge.

Legal Surveys Division, Natural Resources Canada
<http://www.lsd.nrcan.gc.ca/>

1501- 1138 Melville St, Vancouver, BC V6E 4S3
Ph: 604-666-5329 Fax: 604-666-0522 Email: bcrecordsgroup@nrcan.gc.ca

National Air Photo Library

This is a collection of federal air photos in various scales, dating from as early as the 1920s. It is possible to order contact prints from the library; researchers on-site are welcome to make laser photocopies.

National Air Photo Library
<http://airphotos.nrcan.gc.ca>
Room 180, 615 Booth Street, Ottawa, Ontario K1A 0E9

Parks Canada

Parks Canada is responsible for archaeological sites on federal lands in BC. While Indian reserves are considered federal lands, they are not included in Parks Canada's site management mandate. If your research involves land that is part of a national park or is (or was) a federal military base, you should contact Parks Canada rather than the BC Archaeological Branch for archaeological site information.

Parks Canada, Canadian Heritage
<http://www.pch.gc.ca>
4th floor - 300 West Georgia St., Vancouver, British Columbia V6B 6C6
Ph: 604-666-0176

