

Glossary

Aboriginal title: A unique property right based on Indigenous peoples' historic use and occupation of their lands.

Access to Information and Privacy Act (ATIP): federal legislation designed to balance public information to information held in government files with the need to protect individual privacy and national security.

Access officers: government personnel who review government files to decide what is to be made available to the public, subject to the Access to Information Act and Privacy Act.

Accession: an addition of a group of records to a permanent archival collection.

Accretion: an increase in landmass, such as an increase in land adjacent to a body of water, as a result of the gradual buildup of material.

Acre: a unit of land measurement equal to 46 560 square feet, or 1/640th square mile.

Active file: a file that is still operational (i.e. in use by the office).

Adhesion: one who becomes a party to a treaty after it has been signed.

Agency: a department or other administrative unit of government.

Aggregate census: census records that give only statistics and no names.

Allotment: the process by which the federal (and/or provincial) government grant an individual band lawful possession of reserve land or resources.

Amalgamate: to merge into a unified single body.

Annuity: an amount payable yearly or at other regular intervals.

Annotated: having explanatory remarks.

Anthropology: the academic study of human cultures and their customs.

Archaeology: the study of human cultures through physical remains. A field within anthropology.

Archives: homes for collections of unique unpublished materials that may include files,

ledgers, maps, photographs, video and sound recording.

Band council resolution (BCR): an administrative declaration by a band council.

Bias: an unacknowledged preference for a specific perspective or topic.

Bibliography: a list of books, articles, or works on a particular subject.

Black series: part of RG 10 that contains files mostly dealing with western Canada.

Cadastral map: a map showing property boundary lines.

Case law: decisions of courts and administrative tribunals.

Catalogue: a list of items, such as books in a library.

Cardex holding: Indian Affairs abbreviation for "no history of paperwork."

Cartography: the science or art of making maps.

CD-Rom: compact disc, read-only memory.

Census: an official count of a population, usually at regular intervals and including the collection of demographic information.

Certified true copies: copies identified as authentic by the institution at which they are held.

Certificate of Possession: records by which the federal government recognizes (under the *Indian Act*) an individual band member's right to use a particular parcel of reserve land on a permanent basis.

Census: an official count of a population, usually at regular intervals and including the collection of demographic information.

Chain (Gunter's): a unit of land measurement measuring 66 feet.

Chronology: the organization of events over time

Circa: about or around (an approximation).

Citation: A short description of a specific information source, used to give credit to that source for any information used, and providing the details needed to locate the source, such as

author, title and name and location of the publisher.

Colonial: relating to a colony.

Common law: law in an area that is governed only by case law, where there is no statute or regulation on the topic.

Commonage: a shared piece of land.

Conditional surrender: to give up possession of land with certain terms imposed.

Confederation: the creation of the country of Canada in 1867 by the joining of different regions.

Confidentiality: the treating of information as private and not for distribution beyond specifically identified individuals or organizations, nor for use other than for specifically identified purposes.

Confidentiality agreement: written documents that identify specific information as private, establish the standards for storage, security, and protection of information, and limit distribution and access of research materials to designated individuals for identified purposes.

Constitution: the set of fundamental, underlying laws that establish the system of government of Canada. The supreme law of Canada.

Copyright: the exclusive, legally secured right to reproduce (as by writing or printing), publish, or sell the content or form of a work.

Conversion list: a list that explains how a file number or microfilm reel has been changed.

Crown grant: a legal document conveying land from the government to a third party

Cultural anthropology: the study of human behaviour.

Cut-off: a reduction of reserve land without the consent of the band.

Digest: to compress a piece of literature or a body of information into a short summary form containing the essential core of the matter.

Dissertation: substantial paper that is submitted to the faculty of a university by a candidate for an advanced degree, typically based on independent research.

Dominion: something that is subject to sovereignty or control. A governed territory.

Donor agreement: terms by which an individual or organization makes its records available to an archives.

Easement: a right extended to a non-owner to use or enjoy the land of another party.

Electronic database: a computerized system that organizes data entries in specific fields.

Ephemera: printed materials, such as posters and tickets, not intended to have lasting value.

Erosion: decrease in landmass as a result of a number of different processes, including the movement of water.

Exemptions: Relating to government files, when an Access Officer decides to block public access to restricted materials, usually for reasons of privacy or national security.

Ethnography: the study of culture based on first-hand observation.

Fiche: see microfiche.

Field book: a diary of a surveying expedition, including descriptions of human and natural features.

Field minute: a covering letter accompanying a Minute of Decision.

Finding aid: tools designed by archivists to assist you in identifying exactly which files and items you need to consult. Although they often take the form of file lists, finding aids may also be indexes, registers, and guides to collections.

Footnote: reference or note at the bottom of a page.

Fond: a body of records, belonging together, held at an archive(s).

Foreshore rights: rights to part of the waterbed between high and low watermarks (tides), in the area called the “intertidal zone.”

Freedom of Information (FOI): Provincial legislations that governs access to records created by provincial government offices.

Gazette: an official government publication containing notices of government activities.

Geographic Information Systems: computer systems for collecting, organizing, and storing geographic data

Government records: documents created by government offices.

Hansard: minutes of government parliamentary or legislative sittings.

Hectare: a unit of land measurement measuring 10 000 square meters (or 2.471 acres).

History cards: a system used by Indian Affairs for tracking its files.

Honorarium: a payment to an individual for work done where no fee was set.

Hydrologist: an expert on the scientific study of the properties, distribution, and effects of water on the earth’s surface, in the soil and underlying rocks, and in the atmosphere

Index: an alphabetical list of names or subjects, with references.

Indian agency: the administrative units of Indian Affairs within specific jurisdictional boundaries.

Informed consent: A written agreement from research participants to voluntarily take part in a research project based on knowledge and understanding of the purpose of the research, the type of information being collected, how the information will be used, as well as the risks, benefits, and uncertainties of the project.

Instrument: a legal document authorizing transactions between parties.

Interpretation: the process of turning one language into another language in the oral form.

Inventory: Listing of records within a record group.

Inter-library loan: a loan from one library to another.

Inventory: a listing and description of items contained within a group of records

Judicial decisions: the body of decisions written by judges. See also “Case law.”

Jurisdiction: the right and power to interpret and apply the law.

Land quantum formula: a formula of a certain amount of land per person, used during treaty negotiations to calculate the amount of reserve land an Indigenous community was entitled to receive.

Lease: a contract to use or occupy property during a certain period in exchange for a specified rent.

Legal description: a detailed description of a piece of land, used in legal documents.

Legislation: government statutes, regulations, and orders in council.

Letters patent: legal document by which the Crown grants land to a private owner.

Linguistics: the study of human languages.

Link: a unit of land measurement 7.92 inches long. One hundred links equal one chain.

Manuscript group: the papers of an individual or private agency.

Marginalia: handwritten notes or comments in the margins of a text.

Memorandum: a written record or communication. In law, a short written statement outlining the terms of an agreement, transaction, or contract.

Methodology: the processes, techniques, or approaches used in the solution of a problem.

Microfiche: a film card containing many frames of microfilm.

Microfilm: film on which documents and images are photographed.

Microform: general term for records that are in microfiche or microfilm format.

Miner's inch: a measurement of the flow of water through a cut hole per minute, used in the allocation and regulation of water.

Minutes of Decision: the executive orders that recommended specific reserve allotments.

Nominal census: an official count of a population that identifies by name each individual counted and collects personal information.

Non-circulating: refers to documents that may be consulted but are not loaned out.

Noting up: how a case or statute has been followed or judicially considered.

Order in council: an executive order by the federal or provincial government.

Ordinance: a rule established by authority (see also statute).

Paylists: lists prepared every year when the government granted gifts or monies to the various Indian bands.

People's evidence: the testimony of Indian people before the Royal Commission on Indian Affairs for the Province of BC (the McKenna-McBride Commission).

Periodical: a publication such as a magazine or journal, issued at regular intervals of more than one day.

Permit: a written warrant or license granted by one having authority.

Photogrammetrist: an expert on interpreting forestry data from air photos.

Physical anthropology: the study of the evolution, adaptation, and variability of human beings.

Placer gold mining: an open-pit form of mining where minerals are extracted from other materials using water pressure.

Precedent: an act or instance that serves as an example for dealing with other similar instances.

Pre-emption: a process that allowed individuals to claim provincial land for settlement and agriculture.

Pre-emption record: documentation of the settling of a person on public land.

Primary source: an original document, file, or book.

Priority of registration system: a system of allocating water rights where the rights of people who register earlier take precedence over the rights of those who register later.

Privy Council Order in Council (PCOC or OCPC): an executive order of the federal government.

Provincial order in council: an executive order of the provincial government.

Provenance: place of origin or source.

Public archives: an institution that holds unique unpublished materials, which make these historical documents open to members of the public.

Railway Belt: block of land 40 miles wide established to facilitate the building of the transcontinental Canadian Pacific Railway.

Railway grant: a block of land set aside for the construction of a railway line.

Red series: part of RG 10. Mostly files from the Headquarters and dealing with Central Affairs.

Reference: A note in a publication referring the reader to another passage or source.

Regional archives: homes for collections of unique unpublished materials, which hold materials related to a specific geographical region.

Regulation: a rule made by individuals authorized by Parliament or the Legislature to give effect to a specific law or set out specific details.

Repatriate: to restore or return to the place of origin or birth.

Repository: place where items are put for safekeeping.

Research Protocol: A code of conduct for a research project.

Reserve: land reserved for Indians under the *Indian Act*.

Reserve General Abstract Report (RGAR): a listing of all government registered transactions on reserve lands. Provides basic information on reserve size, date of allotment, surrenders, leases, permits, and rights-of-way.

Reserve General Register: One of three registers making up the INAC Indian Land Registry containing information about a particular reserve, such as date of reserve establishment, size, existence of easements, and surrenders.

Reserve schedule: Indian Affairs document that gives official descriptions of all Indian reserves in BC.

RG 10 (Record Group 10): archived Indian Affairs records at Library and Archives Canada.

Right-of-way: the right for one party to use or occupy a corridor over the lands of another.

Riparian rights: rights to water that occur as a natural result of rights to specific areas of land.

Scale: A proportion used in determining the dimensional relationship of a representation to that which it represents. In maps, scale is the ratio of a distance on the map to the actual distance on the ground.

Scrip: a certificate which could be exchanged for land that was given to Métis families between the 1880s and 1920s.

Secondary source: published source based on primary (original) material.

Section: a unit of land measurement equal to one square mile, 640 acres, or 1/36 of a township.

Sessional papers: regular (annual) reports by government.

Sever: to temporarily remove protected documents from a file.

Shannon file: a large multi-part (unfilmed) file.

Specialized libraries: repositories of rare published and unpublished books, private journals, department or agency files, periodicals, magazines, and newspapers.

Specific claims: Specific claims arise where Canada has failed to fulfill the terms of treaties or its legal obligations to properly administer and protect First Nations' land and other assets.

Specialized collection: material that concentrates on a particular branch of study.

Statute: a written law made by a federal parliament or a provincial legislature.

Statutory declaration: a legally admissible statement that has been witnessed by a lawyer, Notary, or other commissioner.

Subject database: computerized lists and subject indices that allow you to search by key word or terms.

Surrender: to give up possession.

Survey plans: maps of surveyed places, drawn true to scale, shape and direction. They show length and direction and provide enough information for people to be able to identify the specific piece of land.

Tenure: the act or right of holding property.

Terms of Union: the terms under which BC entered Confederation and became a province of Canada.

Terra Nullius: a Latin term referring to the idea that explorers found an empty land when they reached the "New World."

Thematic: organized according to a common theme or idea.

Thematic maps: maps that focus on a particular aspect of the landscape, such as forests, roads, or land use.

Thesis: a graduate paper. The plural is “theses.”

Third party: a person or group other than the two principal people or groups. In this context, the term refers to an actor other than the government and the particular Indigenous community involved.

Township: a unit of land measurement equal to 36 square miles.

Transcript: a written or type-written copy.

Transcription: the process of producing a written record from recorded interview.

Treaty Land Entitlement: a government term that refers to a specific claim made by those Indigenous communities that have not received the full amount of reserve land they were entitled to under their treaty.

Utility: a company providing service to the public, such as electricity or water

Vertical files: files that contain clippings from newspapers, pamphlets, letters, and other small publications.

