

# MARITIME ARCHAEOLOGICAL RESOURCE INVENTORY GUIDE

This guide to the Maritime Archaeological Resource Inventory is designed to help you report your site visit in a manner consistent with other researchers. A report form should be filled out on each distinct site visit, unless your work involves a number of repeat visits over a relatively short time span. In that case, one form should suffice. The purpose of the form is to provide a series of “snapshots” that will help managers and researchers recognise changes to the site over time. Please ensure that you fill out the box on the top right corner of the first page, as this will help us track the site reports chronologically. Do not fill in the Borden Number unless you have been provided the number by the managing agency.

To help us with our work, please fill in the “Date Form Filled Out” box at the top right corner of page 1. Also, indicate the province in which the site falls by circling the appropriate abbreviation.

## A. SITE NAME, LOCATION AND ACCESS

### A1 SUGGESTED SITE NAME

Give a suggested site name. Chose a name that is specific to the site or the general geographic location (e.g., Fairfield Church, Grassy Lake 2, Eel Weir Camp).

### A2 TEMPORARY SITE NUMBER

Temporary site identification number you assigned in the field when a Borden designation is not available. It is usually expressed as follows using part of your permit or license number. Eg. 1997NS14-01

### A3 PERMIT/LICENSE NUMBER

Provide the permit or license number under which the site was investigated.

### A4 PERMIT/LICENSE TYPE

Where appropriate, name the permit or license type under which your work was conducted.

### A5 WHEN DID YOU GATHER THE INFORMATION FOR THIS REPORT?

In the format DD/MM/YYYY, give the start and end dates for your site investigation.

### A6 ADDITIONAL INFORMATION AND/OR RESOURCES

Check one or more of the boxes to indicate the existence of additional information and whether or not it was submitted with the form. If additional comments are required, describe them if Section E.

### A7 ACTIVITY

Check one or more of the boxes to indicate the level of activity that you carried out under your permit. “Monitoring” is when the site is visited to assess the impacts caused by natural or cultural agents. “Surveillance” is when the site is visited to ensure that the conditions imposed or mitigation approved as a result of a EIA study are being followed.

### A8 COUNTY

Give the name of the county(s) in which the site is found.

### A9 LOCATION DESCRIPTION

Provide a brief geographic description of the location of the site. Use compass headings. DO NOT use “. . . on the *left* bank of the river.”

*Eg. The site is located on the east bank of the Saint John River, approximately 1 km north of the TCH bridge at Hartland. It is immediately south of the mouth of Nopaddle Creek.*

**A10 LOCATION ACCESS**

Provide a brief description of how the site can be accessed from the nearest numbered highway. Where possible, use both road numbers and local road/street names to describe how to reach the site. Remember that this information will be needed to guide future researchers to the area of the site.

*Eg. Take Highway 102 south to Halifax to where it runs onto Bayers Road at 1st traffic lights on Romans Avenue. Continue on Bayers approx. 1 km to Oxford Street, turn right and go approx. 1.5 km to Jubilee Road. Turn left on Jubilee and go 1.1 km to end at Summer St. Turn left, enter parking lot on right. Leave your vehicle in the lot, and walk south to the walkway beside the large brick building. Follow the path to the left & up the stairs, at top turn right and continue up stairs to doors. Enter doors, go about 20 metres to ramp on left, go up ramp, turn right at end and follow hallway to the corner. The site is in the corner on the right.*

**A11 SITE LOCATION MAP NUMBER**

Indicate the map number and attach a photocopied section of the NTS 1:50000 map sheet showing the location of the site described by this form. Do not enlarge the map using a photocopier, as this distorts the map and changes the scale. A map of this scale does not allow precise placement of locations. This map should show the location and general boundaries of the Site Access Map, which is required in A12.

**A12 SITE ACCESS MAP**

Indicate the map number and attach a photocopied section of a 1:10000 map sheet showing your access route as described in A10. This map should show the location of the Site Plan, as required in part F.

**A13 SITE POSITION**

Provide the precise location of the site using Latitude/Longitude (degrees, minutes, decimal minutes) or UTM grid coordinates (Grid Zone designation, 100 000 M. Square identification, and 6 digit grid reference).

Eg. Latitude 44 ° 38 ' . 7166 N      Longitude 63 ° 35 ' . 0833 W

or

Zone 20TKE E 434 N 536

**A14 METHOD(S) OF DETERMINING LOCATION**

Check one or more of the boxes, and/or provide a brief comment. If the Site Position was calculated from a Map and/or Aerial Photo, indicate the scale.

Eg. A 1:10000 aerial photograph shows the location of the site, which is too small or difficult to pinpoint on a map. Because positional data is not contained on the aerial photograph, the exact location must be noted on the map before positional data can be determined. In this case, the map scale and aerial photo scale would be indicated, and a statement in "Other" would tell how the positional information was determined --"Aerial photo to map".

**A15 SITE ELEVATION**

Provide the elevation range of the site in metres above sea level.

**A16 METHOD(S) OF DETERMINING ELEVATION**

Check one or more of the boxes, and/or provide a brief comment. If the Site Elevation was calculated from a Map and/or Aerial Photo, indicate the scale.

Eg. A 1:10000 aerial photograph shows the location of the site. Because elevational data is not contained on the aerial photograph, the exact location must be noted on the map before the data can be determined. In this case, the map scale and aerial photo scale would be indicated, and a statement in "Other" would tell how the elevational information was determined --"Aerial

photo to map”.

**A17 OTHER MAP(S)**

List the numbers and series of any other maps, which show the area of the site.

**A18 AERIAL PHOTO NUMBER(S)**

List the numbers and series of any other aerial photographs, which show the area of the site.

**A19 PROPERTY IDENTIFIER NUMBER(S)**

If known, list the Property Identifier Number(s) for the properties on which the land is situated.

**A20 PROPERTY TYPE**

If known, check one or more of the boxes

**A21 NEAREST FIRST NATION COMMUNITY**

Give the name of the nearest First Nation community, and indicate whether or not they have been contacted in the course of your work (if applicable)

**B. SITE ENVIRONMENT**

**B1 NATURAL REGION #**

If available, give the number assigned to the Natural Region in which the site is located. In Nova Scotia use the Natural History of Nova Scotia Theme Region Number for the Provincial Region. Use the Canadian Wildlife Service’s Biophysical Regions of Canada System for the Federal Natural Region number.

**B2 HABITAT DESCRIPTION**

Check one or more of the boxes, and provide a brief comment for more site-specific habitat information under **Additional Habitat Description**.

Eg. This area shows significant disturbance, with paved areas, buildings, extensive lawns, flowerbeds and planted non-native tree species. The trees range in height from about 8 to 20 metres.

**C. SITE DESCRIPTION**

**C1 PERIOD**

Check one or more (for multi-component sites) of the boxes. Add a short note to describe the basis of your assessment (artifacts, structures, oral history, etc.)

**C2 TRADITION**

Check one or more (for multi-component sites) of the boxes. If none of the boxes are appropriate, use “Other”.

**C3 SITE FUNCTION**

Check one or more of the boxes.

**C4 GENERAL SITE DESCRIPTION**

Give a brief description of the site, building on the information provided in the previous sections.

**C5 NUMBER OF FEATURES OBSERVED**

Give the number of features observed during this visit. Fill out and attach a separate FEATURE RECORD form for each feature.

**C6 OBSERVED SITE DIMENSIONS**

Give the length and width of the site in metres, based upon features observed during this visit.

**C7 ESTIMATED SITE DIMENSIONS**

Give the estimated length and width of the site in metres.

**C8 DISTANCE TO WATER**

If a watercourse is in the immediate vicinity, provide the distance between the water and the nearest part of the site in metres.

**C9 ORIENTATION TO WATER**

Check one of the boxes.

**C10 DESTRUCTIVE AGENTS**

Check one or more of the boxes, identifying whether the threat is an existing one, or one that may be anticipated in the future. If necessary, use "Other". Also, give a brief comment on how you arrived at your assessment.

**D. REPORTER INFORMATION**

**D1 REPORTER'S NAME**

Provide your full name, with middle initial.

**D2 MAILING ADDRESS**

Provide your current mailing address.

**D3 POSTAL CODE**

**D4 PHONE (H)**

**D5 PHONE (W)**

**D6 FAX**

**D7 E-MAIL**

**D8 AFFILIATION**

**D9 HOW DID YOU FIND THE SITE?**

Check one or more of the boxes, and/or provide a brief comment.

**D10 CONTACT'S NAME**

If available, provide the full name, with middle initial, of the individual who brought the site to your attention.

**D11 MAILING ADDRESS**

If available, provide the current mailing address of the individual who brought the site to your attention.

**D12 POSTAL CODE**

**D13 PHONE (H)**

**D14 PHONE (W)**

**E. REFERENCES FOR ADDITIONAL INFORMATION AND/OR RESOURCES AVAILABLE**

Use this space to list references and location for each instance a box was checked to identify the existence of additional information and/or resources in A6.

**F. SITE PLAN**

Beginning at a reference point shown on the Site Access Map (A12), sketch a plan of the site. Indicate the approximate scale and the direction of north.

**G. REMARKS**

Use this area to add additional remarks. If there was insufficient space to provide information under one of the earlier subject headings, indicate the heading number and continue the comments in this space.