



## Northwest Territories Historic Sites

### Nomination Form

#### What is a Territorial Historic Site?

A Territorial Historic Site is a place

- ❖ where events happened
- ❖ where people lived and died
- ❖ where people traveled, worked, met, or celebrated together
- ❖ that is important spiritually or culturally

A Territorial Historic Site commemorates something important to...

- ❖ all peoples of the NWT, or
- ❖ one of the NWT's composite populations, or
- ❖ two or more communities, or
- ❖ two or more population groups, or
- ❖ the NWT in a wider world, or
- ❖ the NWT as a northern identity, or
- ❖ the NWT as a Canadian identity, or
- ❖ the NWT government and its history, or
- ❖ a combination of the above.

A Territorial Historic Site should:

- ❖ be at least 50 years old.
- ❖ be in its original location.
- ❖ have kept the characteristic that makes it historic.
- ❖ have the owner's consent.

## Nominating a Territorial Historic Site

### Who Can Nominate

- Any interested citizen, band, municipality, or organization can nominate a Territorial Historic Site
- Once a site is nominated, it will be assessed and then submitted for review by an *ad hoc* evaluation committee before a recommendation to the Minister is made

### How to Nominate

- In order to nominate a Territorial Historic Site, a nomination form needs to be submitted to the Cultural Places Officer at the Prince of Wales Northern Heritage Centre, Yellowknife, NWT.

### Things to Consider

- What makes this place important?
  - Is it an area of traditional use or activity?
  - Is it the site of an important happening?
  - Is it a special building or one of significant architecture?
  - Is it only important locally? A municipal historical designation might be more appropriate
- The nomination must include enough information so the best possible evaluation can be made. The more complete the research is, the better the evaluators' decision will be. Not only will your research serve as a basis for evaluating the site, it will also help preserve its history and heritage value. Before submitting a nomination, research might include things like:
  - a search of historical documents
  - interviewing people with information about the site
  - recording stories associated with the place
  - mapping the site and how people use it
  - gathering photographs
  - conducting on-site research
  - consulting experts in relevant fields, such as archaeologists, architects, human geographers, and other heritage professionals
- Is there support for the nomination from the community and the landowner?
  - the landowner must be aware of and in support of the nomination
  - be prepared to include a letter of support from the landowner and community
- Territorial Historic Sites are commemorative only and carry no legal or landownership changes. The designation aims to document the heritage of these places for present and future generations.

## **Nomination Form for Northwest Territories Historic Sites**

If you have any questions about this form, or the Territorial Historic Site designation process, please contact the Cultural Places Officer at the Prince of Wales Northern Heritage Centre.  
Phone **(867) 767-9347**; or email: [culturalplaces@gov.nt.ca](mailto:culturalplaces@gov.nt.ca).

If there is not enough space provided to answer a question, please attach a separate page. You need not use this actual form, a document of your own making that follows the format of the form and answers the questions on the form would also be acceptable.

### **A. Name of the Site**

*What is the place called? Places often have more than one name, maybe from different time periods or languages. Please list the names you know of.*

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### **B. Reasons for Nominating the Site**

*Why are you nominating this site? Why is it important to the Northwest Territories?*

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*Do you have a personal attachment to this site? If so, please tell us about it.*

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**C. Geographical Location of the Site.**

*Where is the site? What are its boundaries? Describe its location and provide a map.*

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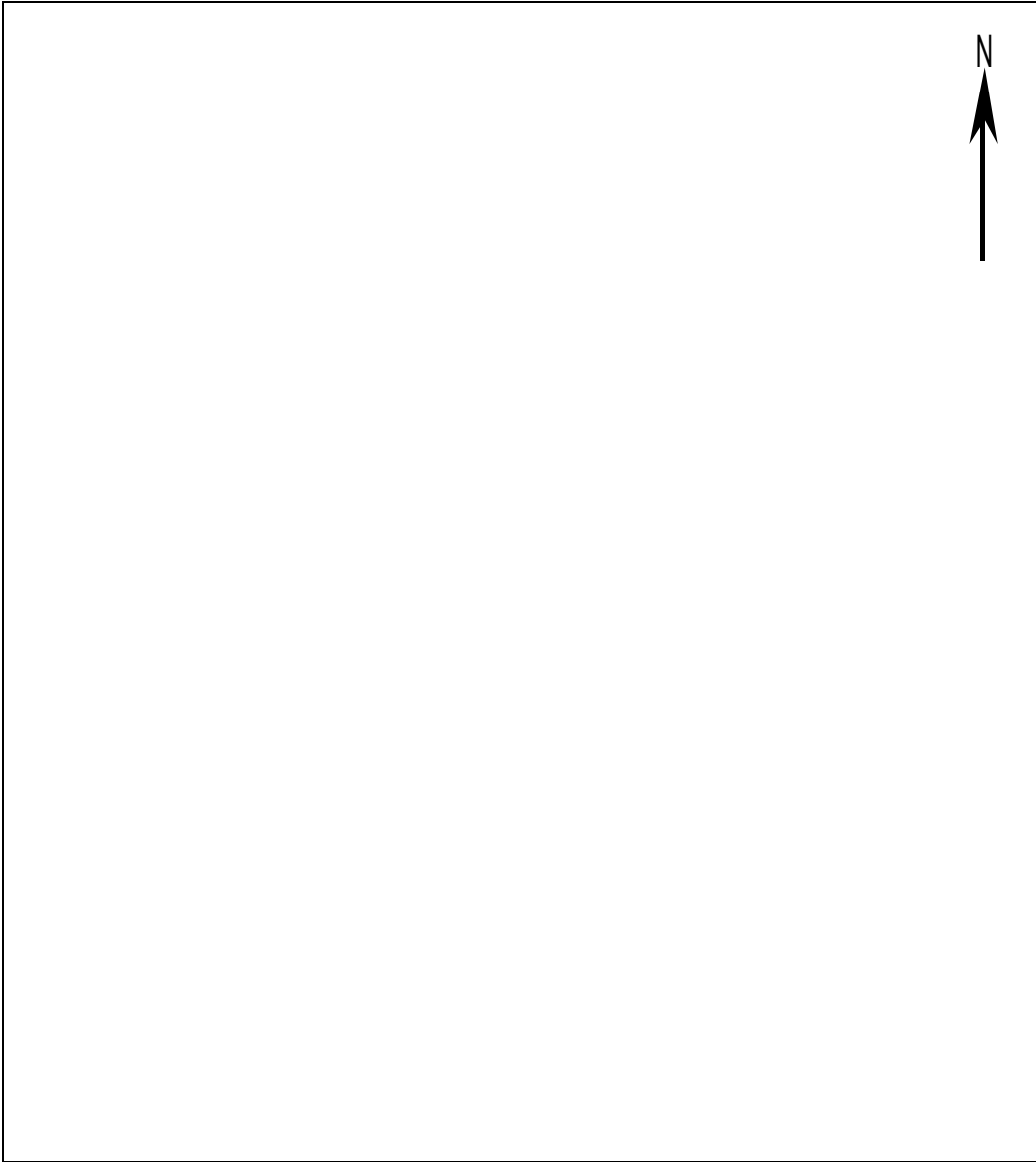
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**Draw or insert map here or attach a map to the Nomination Form**

***If you can provide an address or geographic coordinates, please do so.***

<b>Street Address (#, Street)</b>	
<b>Community</b>	
<b>Legal Address (Lot # and Block #)</b>	
<b>Latitude / Longitude</b>	Latitude: _____ Longitude: _____

***Add any other information that would help us to find and delineate the site.***

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***Please estimate the size of the site.*** \_\_\_\_\_

## **D. Description of the Site**

*Historic sites can be of many types, for example: a ruin, a sacred site, a grave site, a trail, a river route, a road, a site used traditionally for a specific purpose, a cultural landscape, a building, a structure, a complex of buildings and structures, a historic district, a man-made landscape, a place where evidence of occupation can still be seen, or a combination of several of the above.*

***How would you describe the site you are nominating?***

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***Please explain what the site looks like.***

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**Attach recent and/or historical photos of the site if possible.**

**How many photos have you included?** \_\_\_\_\_

**When were they taken?** \_\_\_\_\_

**Who took them?** \_\_\_\_\_

<p><b>Do we have permission to use these photos (with credits) in our documentation?</b>      YES      NO</p> <p>Signature _____ Date _____</p> <p>Materials that are submitted cannot be returned.</p>
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**If you are nominating a building or structure, has it been moved to its present location from another place? If so, please tell us what you know about when it was moved and where it came from.**

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**Have parts or features of this historic place been removed and taken elsewhere? If so, what parts, and how can we find them?**

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**Do you know of a person, group, or organization that has stories, papers, or historic photographs of the site? If so, please tell us who they are, and how we can contact them.**

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**Do you know where we can obtain additional information about the site?**  
*(Please list the names of any books, articles, tapes, videos, or similar materials.)*

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**E. Use and Condition of the Site**

**How is this site used today?**

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**Is this site currently under threat?** *If so, please describe the threat. For example: demolition, vandalism, deterioration, erosion, alterations, removal, or encroachment by development.*

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**How would you describe the present condition of this place?**    *Excellent*    *Good*    *Poor*

**Details?** \_\_\_\_\_

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**What parts of the site must be preserved for it to keep its historical importance?**

*For example, particular features of a building, views and scenery, the layout of the site, how people use the site, the materials the site is made of, the stories that go with the site.*

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**Has this site already been recognized as a historic place by another government or agency?** *If so, by whom and as what type of site?*

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## F. Ownership of the Site

**Who currently owns the site?** \_\_\_\_\_

**Do they know about and support this nomination?** \_\_\_\_\_

**PLEASE ATTACH A LETTER FROM THE OWNER INDICATING THEIR SUPPORT**

**Does someone who is not the owner occupy this site?** Please give the name.

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**Does this occupant know the site has been nominated as a Territorial Historic Site?**

YES / NO / UNKNOWN

**Has anyone (other than the owner or occupant) maintained this site over the years?** Please name the person and give contact information.

\_\_\_\_\_

**Please list names and addresses of any individuals or organizations other than the owner that may have a legal interest in the property.**

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Does the community support the nomination of this site?**

YES / NO / UNKNOWN

**PLEASE ATTACH A LETTER OF COMMUNITY SUPPORT FOR THIS NOMINATION.**

**Please list any source material you used in filling out this application such as, books, documents, interviews, etc.**

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## Thank you for completing this nomination form.

*Please tell us who you are and where we can reach you.*

<b>Name</b>	
<b>Name of Organization</b>	
<b>Mailing address</b>	
<b>Telephone and Fax</b>	
<b>E-mail</b>	

### This nomination form can be submitted:

*by mail*



**Cultural Places Officer  
Prince of Wales Northern Heritage Centre  
Box 1320, Yellowknife, NT. XIA 2L9**

*by email*



**Cultural Places Officer  
culturalplaces@gov.nt.ca**

*by fax*



**Cultural Places Officer  
Prince of Wales Northern Heritage Centre  
867-873-0205**

*in person*



**Cultural Places Officer  
Prince of Wales Northern Heritage Centre (museum)  
Yellowknife, NWT.**

**A digital version (PDF or MS Word) of your nomination submission would be appreciated**