
Association of Professional Archaeologists

Box 101, McMaster University P.O., Hamilton, Ontario L8S 1C0

NEWSLETTER, VOLUME 1, NO. 2, FALL '89-WINTER '90

President's Message

The start of this new decade finds the Executive of the Association busy completing past objectives, as well as identifying new directions for the coming years. While Chris will be outlining some of our current endeavours in his Secretary's Report below, I would like to take this opportunity to identify some of the general themes the Executive is pursuing as part of the execution of our duties.

The Executive of the A.P.A. is gradually coming to terms with its internal organization. Issues such as incorporation, membership criteria and developing a standards and ethics code are all now, or will be shortly, finished and ready for implementation. It is an illusion to believe that the internal development and definition of the Association will ever truly come to an end, and the success of the A.P.A. will depend greatly on its ability to respond to the increasing variety of concerns and developments within our membership and the archaeological community. We hope, however, that in the coming year the focus of the Association will be able to also shift to issues of a broader scope.

Once our membership criteria are in place, the Association is planning to launch a membership drive. Thus far membership, which is so crucial to the future success of the A.P.A., has gradually increased from its initial number of 19. We hope that this number will grow at a more significant rate with the development of a systematic approach to encouraging participation in the Association by the professional community.

The Executive also plans to encourage a more active role for its members through appointments to various committees. For instance, we just recently appointed Scarlett Janusas and Nick Adams to serve as A.P.A. representatives on a joint committee looking into the development of guidelines for the instruction of non-disturbance archaeological techniques on underwater sites. Also, we hope to get more feedback from individual members, as well as generating a forum for discussing issues, by encouraging members to submit their comments and/or concerns to this newsletter. Furthermore, in an effort to provide more efficient dissemination of information to Association members, the Executive is currently considering expanding the number of newsletters issued each year.

In an attempt to foster professional development, the Executive has approved in principle the sponsoring of a workshop on historic ceramics. We hope that following the success of this workshop a series of additional instructional seminars will be available as part of a material culture series on historical archaeology. I regard these seminars as an important function in providing opportunities to archaeologists to develop or further expand their interests in a variety of areas.

However, possibly the most significant undertaking the A.P.A. is currently planning is the organization of a workshop on professionalization. The objectives of this seminar will be to provide a basis for the A.P.A. to pursue its efforts in the development of a recognized professional body for archaeologists, and to introduce the concept of professionalization to

archaeologists working in Ontario. It is hoped that this workshop will take place in the fall, and further details will be provided as they are finalized.

On other fronts, the Association is continuing, through the efforts of Heather McKillop, to participate in the development of regulations associated with the new Cemeteries Act. As well, the Association will be reviewing the Technical Draft Guidelines for Development Review and offering comment on the proposed guidelines for dealing with heritage resources in the Timber Management Program currently being developed by the Ontario Ministry of Natural Resources.

Although these activities do not touch on the full range of concerns identified in our stated objectives for the Association, they do represent, we believe, a significant step towards the development of a responsive and active organization.

Hugh J. Daechsel
President

Submitted: February 16, 1990

Revised: April 1, 1990

Secretary's Report

Since I last reported in Volume 1(1) on APA activities, the Executive has continued to meet at regular intervals to discuss and conduct business and activities of the Association. These activities have included:

1) The business of getting the APA fully functioning has continued. The "Letters Patent" necessary for legal incorporation of the APA as a non-profit organization in the province have no been completed and are before the responsible government agencies. We expect to have full legal status shortly. In addition, the "By-Laws" necessary to conduct Association business and which specify the numbers of people on the Executive and their duties, membership requirements, etc. are now complete and in a proper legal form. The "Code of Ethics" specifying the rules of appropriate professional conduct for members were also completed under the direction of Lawrence Jackson and were approved by the membership at the Annual meeting in London, Ontario in October 1989. They are reproduced for the membership's information elsewhere in this edition of the newsletter.

Membership criteria and the various member categories of the organization are also now completed. These were based on an initial draft developed by Ann Balmer and Dana Poulton circulated to the membership and revised in light of subsequent feedback from that membership. These criteria are reproduced elsewhere in this newsletter. As well, a standardized membership application form which incorporates these criteria has also been developed and a copy is included in with this newsletter mailing which can be photocopied or passed on to those interested in becoming members. Finally, a standardized means of evaluating these applications and a committee to handle this duty has been set up under the direction of Dana Poulton. Other continuing "start-up" activities have involved designing a procedure to handle grievances brought against members for professional misconduct and renting a Post Office box to serve as a permanent mailing address for the APA.

2) In order to fulfill our mandate to facilitate and ensure the professional conduct of archaeology in the Province and assess its future, plans are well underway to hold a one day workshop in the Fall of 1990 exploring what "Professionalism" is, and how it should be handled in Ontario archaeology. Representatives of various heritage/cultural organizations in the province have been invited to participate such as the OAS and Association of Heritage Consultants and all have responded favourably to the idea of such a workshop. Similarly, in order to meet the APA's mandate to encourage high standards in, and the knowledgeable conduct of, archaeology in the province, the Association has begun to explore and plan for various workshops on topics of interest to the members. A one-day session on historic ceramics is now being planned and members are encouraged to submit ideas for future workshops to the Executive.

3) The Executive continues to maintain dialogue and contact with other organizations involved with the conduct of archaeology in Ontario as well as other areas in order that we can express concerns and learn from other organizations experiences. These include groups such as the OAS, OHF, MCC, and SOPA in the United States. In addition, we maintain contacts and liaison with other interested parties such as the Chiefs of Ontario.

4) The Executive members continue to closely monitor, attend meetings with, and write letters to, various organizations and individuals concerning

particular developments or pending developments related to the conduct of archaeology in the province; notably the new proposed "Sustainable Development Act" and the revisions to the "Cemeteries Act". We have also been asked to provide advice or input on various matters concerning archaeology in the province such as the development of guidelines for underwater archaeology. If there are any issues effecting archaeology positively or negatively in the province on which members feel the APA should be expressing concern or giving praise, please convey these feelings to a member of the Executive.

5) Finally, the Executive has continued of course to carry out the many duties necessary for the day to day running of the Association including: planning for future Executive elections (current members terms expire this fall); developing and approving the budget of the organization; handling membership applications and membership renewals; publicizing the goals of the organization to attract new members; production of the Newsletter; etc.

Christopher Ellis
Secretary

Submitted: March 8, 1990

Editor's Note:

The following Code of Ethics and Standards, drafted by A.P.A. Director Laurie Jackson, was reviewed and passed in principle at the A.P.A.'s annual business meeting last October, 1989 in London. The following draft reflects revisions requested at the annual business meeting.

Association of Professional Archaeologists Code of Ethics and Standards

In accordance with the constitution and by-laws of the Association, acceptance of a code of ethics and standards is required by all members. Adherence to this code is intended to maintain a high standard of research and conduct by the Association. Membership in any other society or organization is precluded only where the stated objectives of such groups are in clear violation of the ethical code of the Association.

Section 1: Responsibilities of Members as Archaeologists

- 1.1 a) To support the terms of the UNESCO convention regarding illegal import, export, or transfer of ownership of cultural property, as passed by the General Conference, 14 November 1970, Paris;
- 1.1 b) To abide by all other Federal and Provincial statutes where these apply to the practice of archaeology or treatment of archaeological materials both in Canada and elsewhere;
- 1.1 c) To respect and encourage the interests of cultural groups in their heritage and consult with recognized descendant groups or their representatives in any situations involving treatment of human remains;
- 1.1 d) To treat all cultural properties and remains with the respect due them as markers of the human past;
- 1.1 e) To respond to public requests for information or educational materials wherever this is possible and consonant with the code of the Association;
- 1.1 f) To actively discourage the buying, selling, and collecting of cultural properties, the knowing destruction of sites, or other activity contrary to the interests of heritage conservation;
- 1.1 g) To accurately document such qualifications as may be required for membership in the Association and for accreditation in particular research skills.

Section 2: As professional archaeologists, members will adhere to certain principles of conduct:

- 2.1 a) Demonstrate a high level of integrity in all work, represent research results as accurately and completely as possible, and give full and proper credit for work done by others;

2.1 b) Encourage contact with other professionals on issues of mutual concern, including not only research but questions of ethics and legislative impact on archaeological resources;

2.1 c) Exercise diligence in the reporting of research results and accept responsibility for dissemination of the same to both the public and profession;

2.1 d) Use funds awarded for scientific or mitigation work only for those purposes for which the award was originally made unless changes have been approved by the funding agency or agencies;

2.1 e) Cite unpublished works for the purposes of publication, with the exception of MA and PhD theses which are part of the public record, ONLY with the consent of the author or authors.

Archaeologists periodically find themselves in situations of uncertainty or ambiguity as to a proper course of action. Members shall:

2.2 a) Report violations of existing statutes to the appropriate legal authorities and of the Association code of ethics to the Chair of the Ethics and Standards Committee. If the Chair determines that sufficient cause is given to warrant investigation, the Executive will be asked to appoint A.P.A. members to serve on an investigative committee. Procedures for investigation of allegations shall follow the format stipulated by the Executive (forthcoming);

2.2 b) Declare conflicts of interest, as defined in the by-laws of the Association, to the Executive or such other persons or organizations as may be involved prior to accepting employment or positions of responsibility and on any subsequent occasion where conflicts may arise;

2.2 c) Protect archaeological resources through conservation efforts recognizing that excavation retrieval or other accepted practices are not the only avenues of protection.

Section 3: In their employment, members shall recognize certain obligations as professional archaeologists:

3.1 a) To uphold all legal and ethical requirements of the profession as stipulated in Sections 1 and 2, and recognize that scientific knowledge, public education, and protection of cultural properties are the legitimate concerns of archaeologists;

3.1 b) To recognize the confidentiality of client or employer information where this is consistent with the code and existing statutes and to refrain from using such information for personal gain;

3.1 c) To recommend appropriate methods and personnel for archaeological projects in a manner which is consistent with informed archaeological practice and free of prejudice;

3.1 d) To ensure that qualified personnel or adequately supervised individuals are employed and that qualifications of staff members meet professional standards for every project;

3.1 e) Engage only in archaeological work for which they are qualified and consult with other qualified archaeologists or specialists where particular problems are anticipated or may be encountered;

3.1 f) Advise employers and employees of acceptable research standards and potential ethical or legal concerns or conflicts of interest.

Section 4: Research standards of members as professional archaeologists shall include:

- 4.1 a) Adequate preparation for field research including review of previous work, assessment of training required to undertake intended research, assessment of funding and equipment required to initiate and maintain any project, and careful consideration of the scientific plan of research;
- 4.1 b) Provision of basic facilities for field and laboratory research as determined by project requirements and professional standards and appropriate archaeological analysis and recording of all materials recovered;
- 4.1 c) Observance of existing Federal and Provincial statutes regarding safety in the workplace and other conditions of employment;
- 4.1 d) Adherence to established guidelines for survey, excavation, and site recording where these are consonant with acceptable professional practice;
- 4.1 e) Maintaining the integrity of archaeological materials and records, arranging for temporary and long term disposition, and providing reasonable access to archaeological materials and records for research purposes;
- 4.1 f) Use of the Borden site designation scheme for purposes of site identification and cataloguing of archaeological materials found in Canada.

Final Draft of Code of Ethics and Standards prepared by Lawrence Jackson following final reading at A.P.A. Annual Business meeting, 1989.

Lawrence Jackson
Director

Submitted: December 10, 1989

Association of Professional Archaeologists, Membership Information and Criteria.

THE ASSOCIATION

The Association of Professional Archaeologists (of Ontario) was formed in 1988. The main objectives of the Association are to: promote professionalism in archaeology; represent and further the interests of the profession in areas of concern; establish and maintain principles and standards of practice for the profession of archaeology; and foster communication and cooperation in and beyond the profession of archaeology.

MEMBERSHIP BENEFITS AND OBLIGATIONS

Membership in the organization provides the following benefits:

- representation of the professional interests of members;
- publications such as the Association newsletter;
- notice of meetings and workshops sponsored by the Association;
- participation in the annual meeting;
- voting privileges as a professional member;
- contact and information exchange with other professionals.

Membership in the organization carries the following obligations:

- compliance with the By Laws and Code of Ethics of the Association;
- responsibility to help further the goals of the Association.

APPLICATION PROCEDURE

Applications will be reviewed by the Membership Committee and notification of the decision of the Committee will be forwarded to the applicant. Additional information may be required if necessary.

An applicant may be accepted into any membership category upon the recommendation of the Membership Committee and with the approval of the Board of Directors.

Any disagreement between the applicant and the Membership Committee may be submitted to the Board of Directors of the Association for review.

The applicant will be charged the appropriate dues upon acceptance.

A membership application form, an example of which is included with this mailing of the Newsletter, should be requested from the APA. When completed, the application form should be mailed along with a personal resume to the Membership Committee c/o:

Mr. Dana Poulton,
Chairperson,
APA Membership Committee,
134 Commissioners Rd. West,
London, Ontario
N6J 1X8

MEMBERSHIP CATEGORIES

PROFESSIONAL

Professional membership will give the member the right to vote in all matters of the Association, to be elected to office, and to receive all membership benefits. Applicants for this category must derive the majority of their income from the practice of Archaeology. Applicants can qualify for membership in the following ways:

i. The candidate shall have a graduate degree in Archaeology or closely allied discipline with a thesis and two years experience in a supervisory capacity demonstrating competence in archaeological survey, excavation, and laboratory methods and techniques, and in research/project design and reporting.

ii. In the absence of a graduate degree, the candidate shall have a thesis length report and/or publications in archaeology, and a minimum of four years experience in a supervisory capacity

demonstrating competence in archaeological survey, excavation, and laboratory methods and techniques, and in research/project design and reporting.

ASSOCIATE

The Associate member will receive the Association newsletter. The Associate member will have no voting privileges nor stand for elected office. (Professionals and students in this category will be urged to renew with Professional status after a maximum of 5 years).

This membership category is intended to include;

- professional archaeologists who do not yet qualify for Professional membership,
- professionals in allied disciplines (such as Historical Geography),
- full time students in archaeology or allied disciplines, and
- people who have been eligible to be Professional members but are currently retired, unemployed or inactive in the field.

SUBSCRIBER

This category shall be open to interested individuals or libraries that wish to receive information but cannot be considered Professional Members. Members in this category will receive all publications. This category accords no professional status and no involvement in the operation of the Association. A Subscriber cannot vote nor hold elected office. A reduced rate is being offered to new Subscribers for a trial period of two years.

ANNUAL MEMBERSHIP FEES

Professional: \$50; Associate: \$25; Subscriber: \$50
Subscriber: reduced rate for trial period of two years, \$25 per year.

NEWS

NEW CEMETERIES DATABASE FOR YORK COUNTY

The Toronto Branch, Ontario Genealogical Society, brought to our attention a recent publication that will be of considerable interest to archaeologists working in York Region. They published in 1989 a "Directory of Cemeteries in the Municipality of Metropolitan Toronto and the Regional Municipality of York." The volume provides a systematic listing of 304 burial places identified through the genealogical research process. The volume is organized by Township and Borough, and includes an overview map, and a database listing the location, denomination, date of establishment, status, number of burials, date of transcription if done, the owners, administrators, and sources of information for each site.

Of particular interest from a planning perspective are the references to family burying grounds that have been identified from historical sources, for which there are limited visible traces in the present landscape. An appendix also provides a listing of the location of transcriptions associated with each cemetery in the National Archives of Canada and the Provincial Archives of Ontario. We encourage any archaeologist working in York County to obtain a copy of the volume for \$17.00, plus \$3.00 postage, from the Toronto Branch, Ontario Genealogical Society, Box 147, Station Z, Toronto, Ontario M5N 2Z3. Contact Marjorie Stuart (416) 483-2106, or Shirley Lancaster (416) 889-0498 for more information on specific sites of interest.

Ann Balmer and John Peters

Submitted: March 22, 1990

1990-91 DUES REMINDER TO ALL MEMBERS:

As the Association of Professional Archaeologists operates on a fiscal year, April 1, 1990 is the date for membership renewals. If you have not yet done so, please mail your membership dues for the 1990-1991 fiscal year to the A.P.A. mailing address, or directly to Treasurer Ann Balmer, 403 Montrose Ave., Toronto, Ontario, M6G 3H2. If you are unsure if you owe membership dues or not, you can contact Ann at (416) 537-7367.

A.P.A. EXECUTIVE OCTOBER 1990 - OCTOBER 1992 CALL FOR NOMINATIONS

The Association of Professional Archaeologists is currently seeking nominations for the seven elected Executive positions on the Association, for the October 1990 to October 1992 term of office. Seven positions are open to contest, including President; Vice-President; Treasurer; Secretary; and 3 Directors positions. Candidates must be A.P.A. members in good standing. If interested, please submit your name to the A.P.A. through its mailing address, or directly to Nominating Committee Chair Christopher Ellis, c/o Dept. of Anthropology, University of Waterloo, Waterloo Ontario, N2L 3G1. Deadline for submitting nominations is September 1, 1990. Should any position be contested by 2 or more candidates, an all membership election will be held in the Month of September, and the winners would be announced at the A.P.A.'s annual business meeting in late October.

Officers of the APA

President:

Mr. Hugh Daechsel, c/o Cataraqui Archaeological Research Foundation, 370 King St. West, Kingston, Ontario K7L 2X4, Phone: (613) 542-3483.

Vice-President:

Dr. Heather McKillop, c/o Northeastern Archaeological Associates, P.O. Box 493, Port Hope, Ontario L1A 3Z4, Phone: (416) 342-3250.

Treasurer:

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Directors:

Mr. Laurie Jackson, c/o Dept. of Anthropology, Southern Methodist University, Dallas, Texas, 75275-0336, USA

Ms. Rita Michael, c/o Michael Archaeological Services, 907-981 Main St. West, Hamilton, Ontario L8S 1A8, Phone: (416) 524-1384.

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