

ANNUAL REVIEW 2000-2001

*National Archives of Canada*

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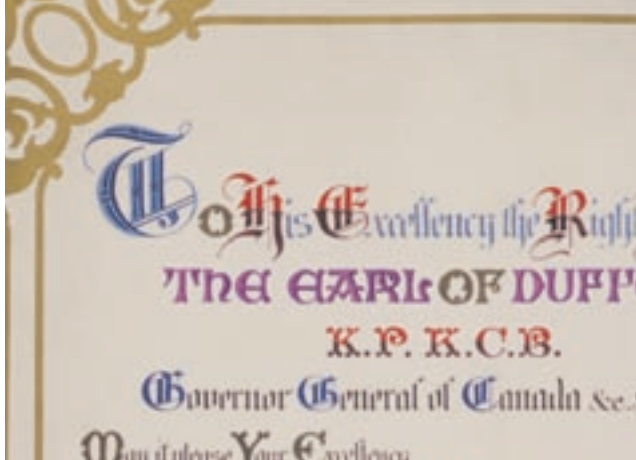
DISCOVERY LEADS TO ANOTHER...



National Archives  
of Canada

Archives nationales  
du Canada

Canada 



An infinite  
number of ways to  
begin your voyage  
of discovery

PA-2788

Major Raymond Collishaw  
in his Sopwith Camel,  
France, 1918



2125 E-60128 NMC-10400 R-2393 MG16FO802 C-47615 POS-1668 PA-2197 E-60124 NMC-10529 R-2500 MG18B10 C-47691 POS-151  
20024 NMC-10559 R-2406 MG18C16 C-47701 POS-1600 PA-2121 E-60093 NMC-10423 R-2329 MG17A26 C-47645 POS-1591 PA-218  
62 NMC-10467 R-2491 MG17A16 C-47779 POS-1606 PA-2199 E-60048 NMC-10475 R-2487 MG18C5 C-47797 POS-1664 PA-2187 E-  
NMC-10462 R-2420 MG18D5 C-47639 POS-1525 PA-2215 MG14A1 E-60029 NMC-10522 R-2316 MG18F19 C-47770 POS-1602 PA-21  
1145 R-2439 MG18G14 C-47716 POS-1541 PA-2107 E-60127 NMC-10410 R-2511 MG18B16 C-47734 POS-1545 PA-2225 E-60116 NM  
8 R-2342 MG17A12 RG1E1 C-47789 POS-1669 PA-2134 E-60133 NMC-10515 R-2346 MG18F23 C-47734 POS-1545 PA-2219 E  
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31 R-2374 MG17A8 C-47726 PA-87648 E-9009 NMC-10488 R-2468 POS-1692 PA-2184 E-60093 NMC-10566 R-2337 MG18E22 C-476  
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54 R-2365 MG17A13 C-47651 POS-1635 PA-3234 E-60084 NMC-10455 R-2489 MG17B9 C-47695 POS-1594 PA-2343 NMC-10406 R-  
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5 R-2333 MG17F5 R-2415 MG18E7 C-47804 POS-1623 PA-10074 NMC-10463 R-2415 MG18E31 RG4B4 C-47690 POS-1504 POS-  
109 NMC-10424 R-2491 MG18A11 C-47658 POS-1677 PA-10135 NMC-10449 R-2415 MG18H8 C-47732 POS-1528 PA-268 E-60  
55 NMC-10407 R-2379 MG18H30 C-47715 POS-1667 PA-3415 NMC-10536 R-2469 MG18B9 C-47624 POS-1583 RG8II C-47603 E-60146 NMC-1  
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57 PA-89643 E-30088 NMC-10404 R-2390 MG17A6-1 C-47661 POS-1679 PA-2512 E-60118 NMC-10401 R-2356 MG18B9 C-47624 POS-1583 RG8II C-47603 E-60146 NMC-1  
-1650 PA-29 E-60013 NMC-10484 R-2397 MG17A24 RG1E17 POS-1637 PA-345 E-60035 NMC-10519 R-2385 MG17B3 C-476  
3 POS-1655 PA-1678 E-60073 NMC-10509 R-2512 MG18G4 C-47628 POS-1698 PA-1179 E-6002 NMC-10499 R-2396 MG18A8 C-476C  
MG18F32 C-47815 POS-1547 PA-1912 E-60025 RG4B72 NMC-1051 R-2415 MG17B9 C-47690 POS-1600 PA-1939 E-60139 NMC-105  
47 R-2336 MG18E18 C-47735 POS-1566 PA-1914 E-60123 NMC-10478 R-2470 MG18H3 C-47635 POS-1647 PA-1918 E-60148 NMC-1  
-10557 R-2366 MG18H10 C-47633 POS-1659 PA-1978 E-60093 NMC-10481 R-2338 MG17E1 C-47684 POS-1678 PA-1534 E-60102 RC  
NMC-10476 R-2454 RG7G6 MG17E3 C-47664 POS-1700 PA-1934 NMC-10426 R-2456 MG18H12 C-47729 POS-1614NMC-11  
18E3 C-47625 POS-1576 PA-16 E-60052 NMC-10436 R-2479 MG18H12 C-47729 POS-1614NMC-11  
-10453 R-2375 MG18E14 C-47656 POS-1582 PA-8509 E-60101 NMC-10542 R-2502 PA-193716 C-47677 POS-1641 PA-35890 E-6019C  
-10533 R-2419 MG17H2 C-47667 POS-1595 PA-97642 E-60129 RG14A6 NMC-10546 R-2404 MG17D1 RG4C1 C-47709 POS-1656 PA-  
E-60135 NMC-10608 R-2429 MG18E21 C-47746 POS-1574 PA-156789 E-60156 NMC-10553 R-2488 MG18D3 C-47727 POS-1691 PA  
27 NMC-10593 R-2313 MG18H18 C-47672 POS-1693 PA-1987 E-60114 RG14B1 NMC-10507 R-2372 MG18G7 C-47720 POS-1682 PA-

PA-193716

Irving Layton,  
by Roloff Beny,  
Rome, 1981





NMC-11075

Bird's-eye view of Montreal,  
1889

6085

linear metres of textual documents  
from public and private sources

# 2.3

million maps and architectural plans

# 341,000

hours of films, videos and sound recordings

# 21.2

million photographs on metal, glass, paper, celluloid and plastic

# 341,500

works of art, including paintings, watercolours, caricatures, prints and drawings

# 3

million megabytes of electronic documents

# 1

million items in philatelic collections

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“While drilling in the fields of  
national memory and identity,  
the producers struck a vast pressure  
dome which erupted with such  
volcanic intensity of yearning,  
determination and pride that it left  
them dazed. [...] Millions of people  
find themselves totally surprised  
and delighted by  
the magnitude of their past.”

**Mark Starowicz,**  
Executive Director of *Canada: A People's History*,  
quoted in *Time*, January 21, 2001.



## Message from the National Archivist



Photo: V. Tony Hauser

Two and a half million people watched *Canada: A People's History* when it premiered in October 2000. This documentary, in which the National Archives was closely involved, touched something very deep in Canadians—a vast tide of public emotion

and a desire to know about our country's past and who we are as Canadians—a passionate belief that Canadian history is indeed relevant, interesting and yes, exciting!

Made by the Canadian Broadcasting Corporation and the Société Radio-Canada, the series showcases the documentary wealth of the National Archives of Canada, as well as that of other archives, museums and libraries across the country. The diaries and journals, photographs, paintings, audio-visual records, records of government, maps, and treaties—all of these unique and priceless treasures contributed to the transformation of Canadian history into a living memory.

The writing of Canadian history, its pursuit as a passion, a profession and as a hobby is no longer a marginal activity. This can be seen on any day in the National Archives' reference and consultation rooms, in the activity on its Web site and in the flood of written requests for services. Young and old, those who can trace their Canadian roots back four or five generations and those who have arrived more recently know that they have access to their past at the National Archives.

History is not only names, facts, and dates; it is an understanding of our collective experience as Canadians, a sense of who we are and an appreciation

of what sets us apart from others. Archives allow history to be written in the first person—our history, our family, our community—and this has never been more true than it is today. Canadians are discovering their National Archives, the wonder and excitement of uncovering its treasured memories as they pass through its portals, both physical and virtual.

The speed at which Canadians are embracing the Internet, and the fact that information and knowledge are the driving forces of the digital economy, have transformed the way the National Archives serves its clients. The image of archives as fragile, irreplaceable and inaccessible has been eclipsed by a dynamic concept of archives as the tangible social memory, a rich legacy of words, images and ideas to be shared by all.

The convergence of history, education, entertainment and the Internet enables the National Archives to touch the lives of everyone. What better way to connect Canadians than through one of Canada's most valuable national assets, the archival collections held at the National Archives of Canada.

A handwritten signature in black ink, reading "Ian E. Wilson". The signature is fluid and cursive, with a large initial "I" and "W".

Ian E. Wilson, *National Archivist*

# Role of the National Archives

The National Archives of Canada was established in 1872, making it both one of the oldest heritage institutions within the Canadian Heritage Portfolio and the first major cultural initiative undertaken by the Government of Canada following Confederation. The dual role of the National Archives, as a national heritage institution and a central agency of the Government of Canada, was confirmed in the *National Archives of Canada Act* in 1987.

# Mission

The National Archives of Canada preserves the recorded memory of Canada, including the essential record of the Government of Canada. By opening these records to Canadians, the National Archives contributes to the protection of rights of all Canadians and enhances their understanding of Canada. In this way, the National Archives serves Canadians by connecting them to the sources of their past, their histories.

# Commitment to values

**We make the following commitments to each other and to all with whom we work:**

- We value serving the people and the Government of Canada through our mission. We demonstrate and expect integrity, a personal attribute characterized by honesty and fairness.
- We demonstrate leadership, working together to realize a shared vision that inspires and enables us to work in a manner consistent with the mission, values and corporate goals of the National Archives.
- We value and respect people and the contribution they make to the National Archives, both individually and as team members.
- We value open communication and constructive feedback.
- We value results that demonstrate that we are achieving our mission and vision.
- We strive for excellence through lifelong learning and we work with creativity, innovation and enthusiasm to achieve our mission and vision.
- We value diversity and strive to reflect all of Canadian society.
- And we foster an environment where these values can thrive.

# Highlights of the Year



Photo: National Archives of Canada

The Honourable Sheila Copps announces the creation of the Portrait Gallery of Canada.

- On January 23, 2001, the Minister of Canadian Heritage, Sheila Copps, announced the creation of the Portrait Gallery of Canada, which will display impressive collections from the National Archives of Canada and works from other national institutions, both public and private. Canadians from all parts of the country will also have access to these collections through a virtual museum on the Internet. Over the next three years, the National Archives, in co-operation with Public Works and Government Services Canada, will transform the former American embassy at 100 Wellington Street, in Ottawa, into a site for exhibitions and public programs. The Portrait Gallery is expected to open in 2005.

- There were over 319,000 visitors to the *Canada: Milestones in Our Constitutional Evolution* exhibition, displayed in the Hall of Honour on Parliament Hill, from April 17 to September 14, 2000. The Prime Minister of Canada, the Right Honourable Jean Chrétien, officially opened this major exhibition, for which the National Archives had also prepared a virtual version.

- In the fall of 2000, the Department of Canadian Heritage approved \$2.5 million in funding for the National Archives to digitize its collections as part of the *Canadian Memory* component of the Canadian Digital Cultural Content Initiative. With this funding, the Archives is endeavouring to digitize as many documents as possible in order to offer citizens direct access to their archival heritage. This

digitization must also have an educational component. To that end, the Archives developed products and online exhibitions, providing a context for the digitized documents and presenting them in an attractive virtual environment.

- The *Canada: A People's History* series was launched in October 2000; the higher than expected audience ratings demonstrate Canadians' lively interest in their history. The result of an active partnership between the Canadian Broadcasting Corporation/Société Radio-Canada and the National Archives of Canada, this series highlights the Archives' valuable collections and reveals their tremendous potential. In fact, 60 percent of the illustrations for the publication based on the series came from the collections of the National Archives.
- As part of Veterans' Week, the National Archives of Canada launched its new virtual production on November 10, 2000, entitled *Canada and the First World War*. Paul Métivier, a First World War veteran who is 100 years old, attended the launch ceremony.

- The National Archives of Canada and hundreds of archival institutions throughout the country provided input for the production of the prototype of the Canadian Archival Information Network (CAIN), a fully bilingual portal that makes thousands of digitized documents and descriptive records available online. This Network has been available on the Internet since the fall of 2001.
- The National Archives signed a memorandum of understanding with Canada Post Corporation. Canada Post agreed to provide the Archives with \$375,000 over the next three years to complete a virtual Canadian postal archives project that will give Canadians Internet access to the country's philatelic collections.

# www.archives.ca

The popularity of the National Archives Web site is undeniable: it is one of the ten most popular Government of Canada sites. In 2000-2001, over 1.6 million people visited it. Originally designed as a research tool, this site has quickly become one of the National Archives' primary modes of service delivery.

As a result of this resounding success, the site needed to be reorganized. Since March 2001, the Archives Web site has had a new look, making navigation accessible to all, user-friendly, pleasant and conducive to exploration. Moreover, the site design now meets Treasury Board's Common Look and Feel Internet site standards, which are intended to allow Canadians to readily move from one federal site to another to find the information they need.

Visitors to the  
National Archives Web site

	Access requests
2000-2001	72,358,563
1999-2000	43,636,029
1998-1999	14,123,660

### *Digitization: A Priority*

As part of its *Connecting Canadians* program, the Government of Canada undertook in the October 1999 Throne Speech to put the collections of the National Archives, the National Library and other key institutions online in the hope of linking Canadians to their history.

The Archives responded enthusiastically to this commitment. Together with agencies of the Department of Canadian Heritage, the Canadian archival community and various educational and private-sector partners, the Archives sought to transform its rich collections of historical documents into a living memory that would be accessible to all Canadians.

A massive digitization campaign was set into motion. Extending over several years, it certainly requires a lot of resources, but has already produced impressive results. During the 2000-2001 fiscal year, 97,324 images were digitized and put online, providing content for a number of virtual exhibitions and projects, including the following:

- *Tracing the History of New France*. An exhibition on the French presence in North America.
- *Real Stories: A Past in Miniatures*. Internet users are invited to discover a time period when miniature portraits were precious personal reminders of loved ones.
- *Canada and the First World War* brings to life the experience of war through those who were there and describes the chief effects of the conflict on the home front.

## Main Components of the National Archives Web Site

- 24 virtual exhibitions on a range of subjects including human geography (*Paul-Émile Miot: Photographs of Newfoundland and Cape Breton Island*), war (*Canadian War Artists*), government (*Canada's Constitutional Evolution*), Aboriginal peoples (*Pride and Dignity: Aboriginal Portraits*) and work (*On the Job—A Century of Canadians at Work*).
- Educational games for young people.
- ArchiviaNet, the online research tool providing access to more than 10 specialized databases, including attestation papers for First World War soldiers, immigration files (1925-1935), which are very popular among genealogists, the General Inventory, which provides descriptions of over 10,000 National Archives fonds and collections, as well as descriptions of many films, videos and sound recordings.
- Information on client services: reference, on-site consultation of documents, copies of archival documents, interlibrary microfilm loans.
- Information on archival preservation techniques and the services offered by the National Archives of Canada to other government institutions.
- Close to 325,000 digitized images of multimedia documents (letters, personal diaries, photographs, maps, stamps, etc.).

- *Canadian Virtual Postal Archives*. An ambitious project that will give Canadians access to the Archives' philatelic collections.
- *First Among Equals: The Prime Minister in Canadian Life and Politics*. Produced jointly with the National Library of Canada, new texts and photographs have been added to this site.
- *Close to 5,000 images from the photographic and documentary art catalogue* were digitized and put online. This catalogue, which is consulted frequently and has been available for years to researchers visiting the Archives in person, includes thousands of image records and is very useful to anyone looking for illustrations.

All of these digitized images are not only individually described in both official languages, but are also linked to the fonds and collections included in the online research tool, ArchiviaNet.

This program to put the National Archives' data and collections online gives Canadians of all ages ready access to their rich heritage and offers them unique, authentic and reliable information they can use to piece together their own personal history.

## New Acquisitions

The National Archives keeps a constant watch on Canadian society in order to document its development and cultural diversity. The Archives also endeavours to acquire fonds and collections from various sources, which bear witness to both our past and present history. The following provides a brief overview of the scope and wealth of our new acquisitions.



Photo: National Archives of Canada

### **Lucille Teasdale and Piero Corti Fonds.**

Lucille Teasdale was one of the first female surgeons in Quebec. She married Piero Corti, an Italian physician with whom she founded and then directed a hospital in Gulu, Uganda, for 35 years. Under her direction, it became a well-recognized university training centre and a model hospital for developing countries. The personal archives of Lucille Teasdale and Piero Corti bequeathed to the National Archives attest to their outstanding work, determination and great courage. The fonds includes correspondence, photos, films, medals and honorary plaques, reflecting both the personal life and the medical activities of these two famous physicians.

**Acquisition of the Lucille Teasdale and Piero Corti fonds. Mr. Piero Corti during the press conference held at the signing ceremony, October 10, 2000.**

As for documents pertaining to federal politics, the National Archives acquired **the fonds of the Honourable Otto Emil Lang and the Honourable Robert René de Cotret.** A Minister in the Trudeau Cabinet, with portfolios including Manpower and Immigration, Justice, and Transport, Otto Lang dealt with such controversial matters as abortion and firearms control. Robert de Cotret, a senior official with the National Bank and the World Bank, who was responsible for several departments in the governments of Joe Clark and Brian Mulroney, devoted most of his career to promoting Canada's economic interests.

### **Jean Paul Lemieux and Madeleine Des Rosiers Fonds.**

Jean Paul Lemieux is one of Canada's best-known artists of the 20th century. He distinguished himself here and abroad by his paintings depicting wide-open spaces and Canada's North. He also painted portraits of Queen Elizabeth and Prince Philip, of Governors General Roland Michener, Jules Léger and Georges Vanier, of Cardinal Léger, and of authors Anne Hébert and Gabrielle Roy. The fonds acquired by the National Archives includes personal and business correspondence, exhibition catalogues, lists of paintings, a personal diary and documents relating to a publication by author and artist Madeleine Des Rosiers-Lemieux.

**Journal of the Siege of Quebec (1775-1776).** This Journal provides a daily record of military events between December 6, 1775, and May 7, 1776, when Americans invaded the colony, trying to wrest Canada from British control. The town of Quebec was then surrounded by troops led by Benedict Arnold and Richard Montgomery. The arrival of British reinforcements in May 1776 caused the retreat of the invaders. The text of the Journal presents the point of view of the British defenders. Even though the first pages are missing, it was possible to attribute it to Thomas Ainslie who was Collector of Customs at Quebec. In 1775, Ainslie volunteered for service with the militia and held the rank of captain during the Siege by the Americans.



A page from the Journal of the Siege of Quebec, December 31, 1775, R5404-0-6-E, vol. 1.

**CFMT-TV Fonds.**

CFMT-TV is Canada's first multilingual and multicultural television network. Under the terms of the partnership signed on May 11, 2000, the National Archives acquired a selection of CFMT's best productions, which have been preserved in state-of-the-art formats. This initiative could

become a model for any future multicultural television acquisitions of national significance.

**Royal Bank Archives Historical Collection.**

This prestigious collection of 152 prints and 13 maps, dated from approximately 1556-1900, includes portraits

of Sir John Franklin, Sir George Simpson, Joshua McKay, Sir William Fenwick Williams of Kars, Lord Durham, and numerous other naval, military and official personages whose careers related to Canada, as well as prints by Hervey Smyth, Richard Short, George Heriot, John Richard

Coke Smyth, Henry James Warre, and others. The maps received include a Ramusio map of Hochelaga from 1556, the Thomas Jefferys map of Montreal in 1760, and a Joseph Bouchette map.



BBQ Brush. Henry Finkel fonds, R692-0-6-E.



Contraceptive pills dispenser. Henry Finkel fonds, R692-0-6-E.

**Henry Finkel Fonds.** Henry Finkel is the father of Canadian industrial design. In 1947, he was the first person in Canada to offer design consultation services. He was the founding president of the Association of Canadian Industrial Designers. During his career, he produced items for a hundred or so Canadian and American companies. He designed consumer products and also worked for the pharmaceutical and medical industry. The fonds includes over 3,000 architectural and technical drawings, about 5 metres of textual documents, as well as cartographic and photographic material reflecting Henry Finkel's contribution to the development of industrial design in Canada from 1947 to 1990. The Finkel fonds is the first-ever private industrial design fonds acquired by the National Archives.

### Dominion Textile Incorporated Fonds.

This fonds contains the administrative and operational records of Dominion Textile Incorporated, its predecessors and subsidiaries. Included are the minute books and financial records of more than 60 defunct textile firms. Among the more significant companies represented in the collection are the Dominion Cotton Mills Company, the Merchants Cotton Company, Montreal Cottons Limited, and Penmans Limited. The fonds also contains cartographic material, historical art and audio-visual records, as well as 50,000 photographs. The collection provides information on all aspects of textile manufacturing in Canada from its origins as a mechanized industry to the arrival of free trade.

### Department of National Defence, Decrypted Messages.

The National Archives received its first acquisition of records from the Communications Security Establishment in June of 2000. These records document the Canadian Signal Intelligence effort during the Second World War, with subject files from the wartime Examination Unit, the Joint Discrimination Unit, and the Naval Operations Intelligence Centre. The acquisition also includes several thousand pages of decrypted messages, in paper and microform. These intercepted messages originated from the German clandestine network in South America, Japanese diplomatic traffic, and Vichy and Free French diplomatic traffic. These records are valuable

for the detailed insight into the nature of this important wartime intelligence, and include a cast of such prominent players as Lester Pearson, Norman Robertson, Herbert Norman, William Stephenson (Intrepid), and Herbert Yardley.

### Canadian Broadcasting Corporation Fonds.

The National Archives has acquired television scripts from the Canadian Broadcasting Corporation for national broadcasts (1950s to 1980s), most of which are no longer available in other media formats. Representative of the cultural phenomenon of public television in English Canada, these records are clearly of national significance. The scripts deal with national

and international subjects, and include programs about historical and contemporary issues and persons, dramatic and comic entertainment, children's shows, and shows about the arts. Examples of scripts include *CBC Television Theatre*, *On Camera*, *This Hour Has Seven Days*, *The Nature of Things*, *Newsmagazine*, *The Public Eye*, *Images of Canada*, *Mr. Dressup*, *The Wayne and Shuster Show*, and *Canadian Short Stories*.



Photo: Maud Pelletier

**Basil Zarov Fonds.** Born of Russian parents in 1913 in British Columbia, Basil Zarov was an important photographer of personalities from the Canadian political and artistic scenes. An accomplished photojournalist, he produced photo features for several dailies and magazines, including *Maclean's*, *Vie des Arts*, *Canadian Interior Magazine* and *F64*. From 1961 to 1967, he was on a United Nations photographic assignment in Congo and Cyprus. His fonds of over 12,000 negatives includes portraits of Leonard Cohen, Irving Layton, Gabrielle Roy, Antoine and Consuelo de Saint-Exupéry, Camillien Houde, Denise Pelletier, Peter Ustinov, Samuel Bronfman and Jean Drapeau, to name just a few.

Photographer Basil Zarov at work, January 29, 1981. Basil Zarov fonds, R8134-0-3-F.





**Denny Pritchard Fonds.** Denny Pritchard (1935-2000) began cartooning as a freelancer in 1975, until he joined the *Saskatoon Star-Phoenix* as its editorial cartoonist. He remained with this newspaper until 1988 when he moved to Perth, Ontario, and resumed cartooning on a freelance basis. His work then frequently appeared in newspapers across Canada. Pritchard's style was a unique one, which focussed more on situations than on portraits. He was considered by his peers one of the funniest cartoonists in Canada. His humanitarian concerns are evident in his frequent depiction of the plight of the elderly and the poor.

*The G seven, Week of October 6, 1989.*  
Denny Pritchard fonds, R7800-374,  
C-148435.

**Archibald Kains**

**Fonds.** A collection of letters from the Mohawk poet Pauline Johnson (1861-1913) to an admirer, the banker Archibald Kains, who died in Ottawa in 1944, has been returned to Canada by a Kains family descendant, Joan Ritchie of New Jersey. The letters, largely dating from 1889-1890, describe Johnson's burgeoning literary career and reflect her passionate defence of aboriginal rights and women's equality.

**Canadian Feature Film Project.**

In 2000-2001, the Minister of Canadian Heritage announced the new Canadian Feature Film Policy. The objective of this policy is to increase the quality, diversity and accessibility of Canadian feature films. As part of the Preservation and Access

Component of this policy, the National Archives was able to acquire 33 titles with an acquisition expenditure of just over \$217,000. Examples of films include *La Vie Fantôme*, *Love & Human Remains*, *La Vie Après L'Amour*, *Maelström*, *La Veuve de Saint-Pierre*, *Stardom*, *Le Confessionnal*, *Because Why*, and *The Pianist*.

**James W. Strutt**

**Fonds.** The architect James W. Strutt is well known in Canada and abroad for his innovative use of materials and for his geometric and conceptual explorations of technological developments in architecture. For example, he designed modestly priced and prefabricated housing; he was also interested in the problems of dwellings built in zones at risk for natural catastrophes such as earthquakes and hurricanes.

The fonds, which has records documenting 429 buildings and covers the period from 1947 to 1988, includes photographs, drawings and plans of private dwellings, single-family and multi-family units, co-operative and condominium buildings, and churches and public buildings located primarily in Ontario and Quebec. It also includes the 1958 building plans for the Uplands Airport in Ottawa.

**Joyce Quinn Fonds.**

This fonds includes very rare and important documents dealing with the history of navigation in Canada. Researchers will find 151 pages of drawings of sails designed between 1855 and 1917. These sails were made for private and government vessels plying the St. Lawrence and the Gulf of St. Lawrence during

the second half of the 19th century and the early 20th century. The sail cloths bear the trademark of "Watson & Jarvis, Sail Makers, Quebec."

## Behind the Scenes

Once documents arrive at the National Archives, they go through a series of steps, a process that protects them against the ravages of time and frequent handling and makes it easier to repair and access them.

### *Description of documents*

To effectively locate the multitude of archival records held by the National Archives and to make them readily accessible to Canadians and researchers worldwide, they must be properly described. Specialists at the National Archives use a nationally recognized standard, called the *Rules for Archival Description* (RAD), and exhaustive research methods to prepare descriptions of the holdings. The National Archives, in consultation with the Canadian archival community, is continually examining and updating this standard.

In addition to describing all newly acquired records according to RAD, the National Archives is upgrading older descriptions of its holdings to meet this standard. This Retrospective Conversion Project is a significant undertaking for the institution, due to the fact that it has been producing archival descriptions throughout its 129 years of existence, whereas standards for archival description are a relatively recent development.

### *Preservation: Ensuring current and future access*

Increased public awareness and increased demand for original documents add urgency to the need to properly preserve the original records which generations of Canadians have entrusted to the

National Archives. These records must be accessible today, and they must continue to be available to Canadians long into the future. The staff who work closely with the collections and in the public reading rooms where the records are consulted are located in Ottawa. The Gatineau Preservation Centre, in Gatineau, Quebec, was designed to provide state-of-the-art storage facilities for only half of the Archives' permanent collection; the other half is stored in a former factory in Renfrew, Ontario, 100 kilometres from Ottawa. The distance between the Archives' storage facilities and its headquarters is cause for concern. Moving the unique documentary heritage of a country back and forth by truck every day, in all kinds of weather, exposes irreplaceable and fragile records to significant risks of deterioration, accident and theft.

Records cannot withstand the wear and tear of time and frequent handling without a painstaking attention to detail on the part of conservators. Ensuring the accessibility of archival records to users today, and in the future, relies on the preservation of original documents in all media, including complex electronic records. As the National Archives offers more and more of its services through the Internet environment, an increasing number of records are retrieved, handled and viewed.

Therefore, it has become more important than ever to be diligent in managing the preservation of this irreplaceable archival heritage.

The National Archives participates in the Canadian Digital Cultural Content Initiative—a governmental initiative managed by the Canadian Heritage Portfolio. The aim of this initiative is to stimulate the development of quality Canadian digital content and to connect Canadians to the riches of Canada’s cultural heritage online. This involvement requires a considerable contribution from the preservation resources. To meet the demand, the National Archives implemented a phased Digital Technology Platform Plan in September 2000. This plan describes the technical infrastructure and operational requirements necessary to digitize collections, to process the image files for Web use, and to store the image files for long-term use. The technology platform will also allow the Archives to respond to client requests for copies of documents from its holdings by digital means, to provide digitization services to the National Library of Canada, and to apply digital technologies to other preservation activities.

### *A vault for nitrate films*

Nitrate films are highly flammable and their deterioration can pose serious health and safety hazards. Canada’s cellulose nitrate moving image and photographic holdings, which have been inadequately stored for some time, are closer to being more safely stored and conserved in a new facility. On March 22, 2001, Treasury Board gave the National Archives and Public Works and Government Services Canada preliminary project approval to build a new nitrate film vault to safely conserve that part of Canada’s cinematic and photographic heritage. The approval provided access to \$1.3 million of the \$10 million in funding earmarked for this project to hire an architect and to proceed in the preparation of detailed plans and estimates for the new facility which will be located at Shirley’s Bay, Ontario, west of Ottawa. It is scheduled to open in the fall of 2003.

## Some Statistics

- 154,368 items received conservation treatment.
- 407,638 images were made on 35mm or 105mm microfilm.
- 7,136 items were copied photographically.
- 11,241 hours of audio-visual records were treated and copied.
- 666,703 megabytes of electronic records were migrated and/or reformatted.
- 113,495 containers of archival records circulated between buildings, an increase of 10,000 over the previous year.

### *Some important preservation accomplishments*

- Restoration of the original version of the film *Tit-Coq*, produced by Gratien Gélinas in 1952. A version of the film with English subtitles was also restored. This classic of Canadian cinema, which tells the story of the difficult return to civilian life of a young soldier demobilized at the end of the Second World War, was named best film at the Canadian Film Awards in 1953. The restored film was presented at the Toronto International Film Festival in September 2000 and opened the Canadian Film Institute’s 2000-2001 season.
- A major Feature Film Restoration Fund was granted to the National Archives in conjunction with the expansion of Telefilm Canada funding. The 1931 feature *The Viking* was restored and copied as part of this initiative. Originally filmed on location in St. John’s and “on the Labrador” in 1930, *The Viking* is the first “talkie” feature film production shot on a foreign location and is also the first Canadian feature film with a soundtrack. Entwined with the romantic storyline is some of the best film footage ever shot documenting the seal hunt and the life of the men on the ice.

Three stills from the film *The Viking*.



Photo: National Archives of Canada

- Partnerships in preservation activities included the treatment and digitization of four rare sample books of tailors, which belong to the Canadian War Museum, and the completion of a multi-year project to conserve 27 oil paintings from the collection of the National Archives on loan to Parks Canada at Laurier House in Ottawa.
- A milestone was reached in the preservation and restoration of Canada's endangered film, sound and video heritage with the conclusion of a six-year partnership with the National Archives and the Astral/MOVIPIX specialty television channel which provided \$345,000 to assist in the preservation and enhanced accessibility of Canada's film heritage. The Library of Congress in Washington, D.C., was a partner in the first of several projects made possible by the Astral/MOVIPIX funding. Over 100 rare film productions related to Canada and its history were repatriated from the Library of Congress to the National Archives of Canada. These film productions

proved to be a challenge because they were not films, but rather paper prints (created by contact printing celluloid rolls onto paper strips for the purpose of copyright registration) of original nitrate stock film which had been lost or destroyed in the past. This three-way partnership enabled the use of modern technology to succeed in recopying the paper prints back into motion picture stock. Films produced by companies such as Miles Brothers, George Scott and Company, American Mutoscope and Biograph, and the Edison Company, which depict not only scenes at the turn of the century, but also the earliest years of commercial cinema, have been given a new lease on life in the 21st century. The wonderful result is that Canadians can view and experience for themselves these rare archival treasures which relate to the nation's early film heritage. Some of the surviving titles include *The Great Toronto Fire* (1904), *The Musical Ride* (1901), *2nd Special Service Battalion Canadian Infantry, Parade and Embarkation* (1899).

Example of a digital frame reconstruction: a title from the *Nass River Indians* motion picture, before and after restoration.

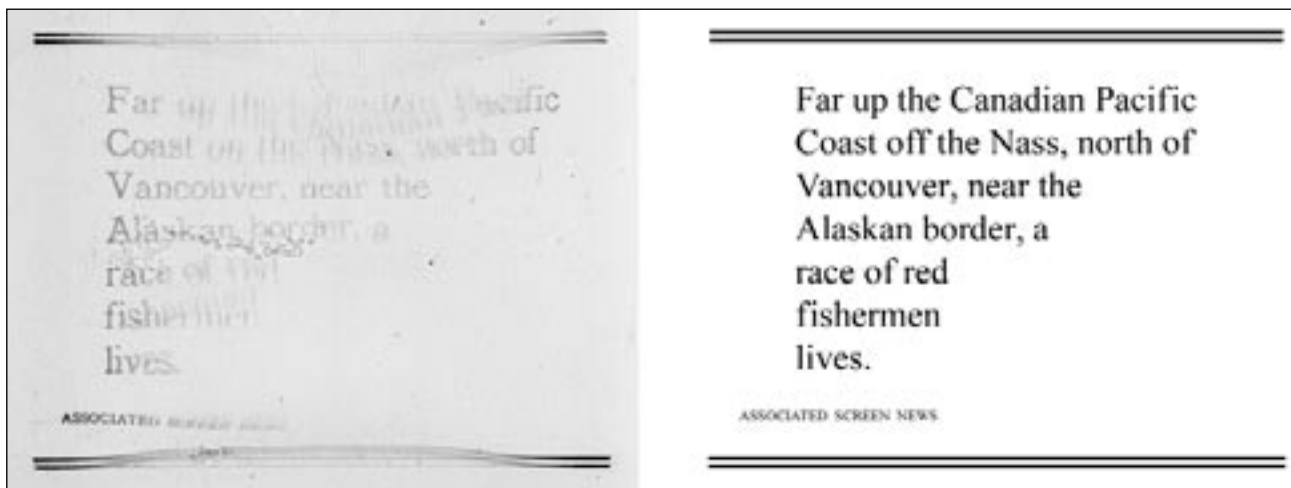


Photo: National Archives of Canada

## Spotlight on the Archives!

Archives serve no purpose unless they are accessible. That is why the National Archives of Canada takes every possible opportunity to open its doors to the world and to highlight its fonds and collections. The Archives holds exhibitions, both physical and virtual, and participates in a whole host of political, cultural, historical and archival events in an attempt to reach out to a broad audience.

Guided tours of the facilities are also offered: the Gatineau Preservation Centre alone draws hundreds of visitors every year.

### *On display in 2000-2001*

- Prepared following an invitation from the Clerk of the Privy Council, the *Canada: Milestones in Our Constitutional Evolution* exhibition was officially opened by Prime Minister Jean Chrétien. On display from April 17 to September 14, 2000, in the prestigious Hall of Honour on Parliament Hill in Ottawa, the exhibition can still be consulted online. This virtual counterpart, specifically designed for the Archives Web site, includes educational games for teachers, students and parents.



Photo: National Archives of Canada

One of the twelve showcases from the exhibition *Canada: Milestones in Our Constitutional Evolution*.

- Drawing on its huge collection of photographs, the National Archives sought to pay tribute to ordinary workers of all ages and from all backgrounds through an exhibition entitled *On the Job—A Century of Canadians at Work*. Running from June 5, 2000, to January 7, 2001, and still accessible on the Archives Web site, this exhibition illustrates some of Canadians' many occupations during the 20th century. It features workmen and weavers, farmers, miners, housewives, fishermen, lumberjacks, office workers and steelworkers.
- On December 6, 2000, with the Canadian ambassador to Germany in attendance, the Deutsches Historisches Museum in Berlin opened *Yusuf Karsh: Heroes of Light and Shadow*. This major retrospective of the famous photographer's work included over 300 photographs, a third of them from the National Archives of Canada collection. The Archives acquired all of Karsh's studio production in 1987 and his business archives in 1995. This exhibition drew over 47,000 visitors between December 6, 2000, and February 27, 2001.

Photo: National Archives of Canada



**Mr. Lloyd Stanford, Past President and member of the Royal Commonwealth Society, Ottawa Branch, perusing a document from the exhibition *The Anti-Slavery Movement in Canada*.**

- To mark Black History Month and the 150th anniversary of the Anti-Slavery Society of Canada, the National Archives prepared, together with the J'Nikira Dinqinesh Education Centre, an exhibition entitled *The Anti-Slavery Movement in Canada*, open to the public from February 12 to May 27, 2001. The documents selected told the story of the over 30,000 Blacks who fled the United States and sought refuge in Canada. To round out the program, the National Archives, the National Film Board and the National Library of Canada presented the premiere of the film *Journey to Justice*, which recounts the struggle of Afro-Canadians against Canada's past discriminatory legislation. The screening of the film was followed by a roundtable discussion that included Canada's Human Rights Commissioner.
- The result of co-operation between the National Archives of Canada and the National Arts Centre, in Ottawa, the exhibition entitled *Cultural Capital: Portraits in Platinum by V. Tony Hauser* was a tribute not only to some of the leading figures in the performing arts in Canada, but also to the tremendous talent of prize-winning Toronto photographer V. Tony Hauser, who captured the very soul of his subjects. From February 20 to April 14, 2001, the public could admire his portraits of pianist Glenn Gould, ballerina Veronica Tennant, actor Jean-Louis Roux, conductor Raffi Armenian and singer Teresa Stratas, to name but a few. The platinum proofs on display at the National Arts Centre were partly from the National Archives of Canada collection, and partly from Mr. Hauser's private collection.

### *Public programming up-to-date and in the news*

- Although its mandate is national in scope, the National Archives of Canada is not indifferent to regional history and does not hesitate to participate in community events. Accordingly, on April 5, 2000, the Archives joined forces with the archives of the cities of Hull and Ottawa to hold an event entitled *Hull and Ottawa, Then and Now*, an evening marking Archives Awareness Day and the bicentenary of the City of Hull.
- On the morning of October 17, 2000, in the auditorium of the National Archives of Canada, an audience of 350 persons attended a discussion and debate on the historical significance and long-term impact, in Canada and abroad, of the "Persons" Case of 1929. This court ruling legally declared that women were persons under the *British North America Act* and made them eligible for appointment to the Canadian Senate. The case, which was launched by five pioneering women activists from Alberta known collectively as the "Famous 5," opened the door to fuller participation by women in the political process both in Canada and throughout the Commonwealth. To further commemorate this event, the National Archives, the National Library of Canada, and the Department of Justice jointly produced an exhibition which featured documents relating to the achievements of the Famous 5 and the "Persons" Case. The archival documents, which were displayed in October and November 2000, included correspondence between Emily Murphy of the Famous 5 and the Department of Justice, legal documents for the case from the Supreme Court of Canada and from the Judicial Committee of the Privy Council of Great Britain, and a stamp representing Henrietta Muir Edwards. The exhibition included many letters and documents displayed for the first time. The National Archives also published a booklet summarizing the "Persons" Case.
- In June 2000, the National Archives of Canada mounted a two-day exhibition to mark the 50th anniversary of the beginning of the Korean War. The records on display consisted of documents marking Canada's military contribution to the war and other key events. Included were messages, war

diaries, intelligence reports, and photographs. The exhibition was part of a larger event sponsored by the Korean Embassy and the National Archives, which included a showing of two Korean films *To the Starry Island* and *The Man with Three Coffins*. Over 200 people, mostly veterans and members of the diplomatic community, attended the event.

- As part of Veterans' Week, the National Archives hosted a ceremony for the launch of its digital product, *Canada and the First World War*, a project carried out jointly with Industry Canada and the Department of Veterans Affairs. For this event, the guests included students who had worked on the digitization of documents; Paul Métivier, a veteran of the First World War who is 100 years old; and author and actor R. H. Thomson, who gave a moving reading of a letter written in the heat of battle by one of his great-uncles.

### *Focus on youth!*

Young Canadians are an important audience that the National Archives has neglected in the past. The Archives is fully aware how crucial it is to get young people interested in the sources of their past by proving to them that it can be fun—and of course educational—to look through “old” documents. Accordingly, the Archives has added a “youth” component to its public programming, a component that will be expanded in the coming years. This initiative also fits in well with the Government of Canada’s focus on children and youth.



**Students participating in a genealogy workshop.**

- More and more National Archives virtual exhibitions include educational and instructional games, developed with high school history teachers. Young people have the opportunity to test their knowledge, and at the same time come to appreciate the value of the documents presented to them.
- In February 2000, as part of the celebrations for Black History Month, the National Archives hosted the student winners of the Mathieu Da Costa Awards. These awards are presented each year to nine Canadian students, aged nine to eighteen, whose compositions or art works celebrate the contributions of Canadians of Aboriginal or ethnic origin to the building of the country. The visit included a meeting with the National Archivist and an introduction to the holdings of the National Archives of Canada.
- Since 1993, as part of Heritage Fair, an exhibition has been held every year showcasing the work of young Canadians aged ten to fourteen, sharing their own perceptions of Canada’s history and culture. Called *History’s What You Make It!*, and sponsored by the Historica Foundation, this travelling exhibition stopped for a few months at the National Archives. Visitors were treated to a lively and colourful exhibit featuring personal comments, travel notes, conceptual sketches, reports and scale-models of projects.
- As part of Immigration and Citizenship Week, the National Archives devised a special school program exploring the theme of immigration. Intended for school children between the ages of nine and thirteen, this program sought to familiarize the school children with genealogy, to introduce them to the National Archives, to explain its role and to show them the types of documents that would be useful to them in tracing their family history. The instructional methods used were very interactive and visual; the facilitators had even made up a rap song for the occasion!

Photo: National Archives of Canada

*Loans: Expanding the reach of Canada's culture and history*

The loans program was extremely active this year with a 600% increase in the number of items borrowed over last fiscal year: 869 documents were lent to 25 different borrowers. These documents included works of art of all types, photographs, films, maps, and textual and philatelic documents. The following are some of the highlights:

- The National Archives of Canada loaned a 16th century map (*La terra de Hochelaga nella Nova Francia*) to the Centre d'archives de Montréal (Archives nationales du Québec) for the *Montréal, la conquête d'une île (1642-1980)* exhibition, which ran from April 11 to October 27, 2000.
- The film *Back to God's Country* was loaned to the Portuguese Film Festival, held in Loule, Portugal, in June 2000. Shot in 1919, this film is the oldest surviving Canadian feature film.
- Twenty-six works of art were loaned to the National Gallery of Canada, in Ottawa, for the exhibition *The Stone Age: Canadian Lithography From Its Beginnings*. This exhibition was also on display at the Royal Ontario Museum in Toronto, and the Thunder Bay Art Gallery.
- The films *Stereo* and *Crimes of the Future* by Canadian director David Cronenberg were loaned to the Canadian Film Institute, which held a series of special screenings in July 2000 on the forays into the world of science fiction and fantasy by well-known Canadian directors.
- For its exhibition *Streams in the Desert*, which ran from September 28, 2000, to March 15, 2001, the Sir Alexander Galt Museum and Archives, in Lethbridge, Alberta, borrowed from the National Archives thirteen original textual documents from the fonds of Sir Alexander Tilloch Galt, a politician and businessman from the second half of the 19th century.

- Five works of art were loaned to the London Regional Art and Historical Museums for their exhibition *The Ontario Cottage*, which ran from September 24 to December 15, 2000.
- The Cinémathèque Québécoise, in Montreal, paid tribute to film-maker Paul Almond in October and November 2000. For this event, the National Archives loaned it twenty-four films directed by Almond; several of these films were also screened at Cinémathèque Ontario and Pacific Cinémathèque.

Other notable loans of National Archives holdings included four oil paintings to the McCord Museum in Montreal for an exhibition commemorating the Great Peace of Montreal and entitled *Living Words: Aboriginal Diplomats of the 18th Century*; 80 watercolours by Sir D. Wilson to the University of Toronto Art Centre for an exhibition called *The Ambidextrous Polymath: Sir Daniel Wilson*; 26 medals and 2 watercolours to the London Regional Art and Historical Museums for its exhibition *Seeking the Ideal: the Athletic Sculptures of R. Tait McKenzie*; a pen and ink drawing, a watercolour and a sketchbook to the Musée du Québec for its exhibition on *Marian Scott Dale, 1906-1993—Pioneer of Modern Art*, which also travelled to six other venues across Canada. This list is only a snapshot of the stunning number of original items that were on loan from the National Archives in 2000-2001 and exhibited to the public across Canada and overseas.



## Serving the Public

Every day, thousands of people use the services of the National Archives of Canada in a multitude of ways.

Whether information requests are made in person, by telephone, e-mail, fax or mail, the National Archives always responds promptly and professionally. Services include visitor reception and researcher orientation, retrieval of original documents for consultation, microfilm loans, photocopying of archival documents, as well as the review of government documents subject to the provisions of the *Access to Information Act* and the *Privacy Act*.

### *Reference, genealogy, microfilm loans and photocopying*

Facts and figures for 2000-2001:

- 52,479 people visited the National Archives to see exhibitions, do research or take part in public activities.
- Of these visitors, 38,335 registered as researchers.
- 14,329 reels of microfilm were loaned to other institutions.
- The National Archives provided 883,571 photocopies of textual documents on paper and of microfilmed documents. This represents a 100% increase in the use of photocopying services, pointing to increased interest in history among the general public. At the same time, the Archives undertook to markedly reduce delivery time for photocopies. The acquisition of new equipment and the provision of self-serve reader-printers for researchers on a pay-per-use basis no doubt contributed to the significant improvement in services.

- The reference room was refitted to better accommodate genealogists, whose numbers continue to grow.
- Reference services responded to close to 40,000 written requests, which represents 5,000 fewer requests than in 1999-2000. Far from being a cause for concern, this decrease actually reflects the tremendous popularity of the National Archives Web site, which gives researchers greater independence by quickly providing information that previously had to be requested in writing. The Internet and new electronic technologies have undeniably transformed the provision of services at the National Archives. They have also created new expectations: a more demanding public would now like to have documents digitized on request, be able to submit requests for document reproduction online, and to interact with the Archives online.

### *Consultation of government documents*

Since 1983, government documents stored at the National Archives have been subject to the provisions of the *Access to Information Act* and the *Privacy Act*. While the majority of these documents can be openly consulted by the public, others must be examined in keeping with the provisions of these two acts before being handed over to researchers. The National Archives is responsible for applying these acts with respect to the historical and personal Government of Canada documents it holds. In general, requests for review involve three categories of documents: the papers of former members of the military or federal public servants, archival documents of federal public institutions transferred to the Archives, and operational files of the National Archives.

In order to better serve Canadians, the National Archives of Canada offers a complementary method of access to government information. This approach normally allows for the sharing of a greater number of historical documents in response to client requests, without clients having to submit an official request under access to information and privacy legislation. The National Archives uses this method of access on a regular basis, which involves an informal review in keeping with the provisions of these acts. In 2000-2001, over 1.09 million pages of documents were examined.

In addition, the Archives is actively working to implement a multi-year plan for the systematic or "block" review of historical documents for limited

dissemination. This process allows the Archives to locate, examine and convey a large amount of government information frequently requested by researchers, without requiring clients to submit an official or unofficial access request. In response to the strong interest shown by researchers in military documents and documents relating to some naval facilities, the Archives examined a group of documents from the Newfoundland regiment archival fonds (First World War), as well as relevant sections of the archival fonds of the departments of Transport and Public Works. In 2000-2001, over 2.6 million pages were opened for on-site consultation following the block examination of these groups of documents.

In 2000-2001, the Archives received 2,140 official requests pursuant to the *Access to Information Act* and 4,097 official requests under the provisions of the *Privacy Act*, requiring the review of over 716,114 pages of documents. These requests for review were submitted by veterans, academics, Aboriginal peoples and members of the media, among others.

# Helping Government to Better Serve Canadians

## *Knowledge and information management*

Together with other documentary resources, information that is properly organized and preserved will be a vital asset in the 21st century. As a valuable asset, information must be managed with the same rigour in operating practices and accountability as is required for financial, human or material resources.

The methodical preservation and disposition of documents are regarded as the cornerstone of effective administration. The absence of practices to organize and dispose of documents can seriously impair the government's ability to be accountable, to adopt policies, make decisions and deliver programs and services. Government can be engulfed by its own information and may be placed in a difficult position at times as a result of poor access to documents or even the complete absence of records. Hence the fundamental importance to the government of effective and cost-effective records management.

Part of the National Archives' mandate is to facilitate the effective management of federal government records to ensure that the value of information as evidence and as a public asset is recognized. Thus the National Archives responds

to requests for advice from government departments (well over 1,000 such requests are received annually), develops guidelines, leads interdepartmental working groups such as the government-wide Information Management Forum, and provides access to its guidance through the National Archives Web site and the associated Information Management Forum Web site.

## *Effective disposition of documents*

The National Archives facilitates the management of records of the Government of Canada in order to enhance operational efficiency and to protect the long-term memory of government, the rights of citizens, and the nation's sense of collective identity. A key element in such management is the control of records destruction across government.

A number of specific responsibilities have been assigned to the National Archives by virtue of its enabling legislation. No record under the control of a government institution and no ministerial record can be destroyed without the consent of the National Archivist; also, government and ministerial records which, in the opinion of the National Archivist, are of historic or archival importance, must be transferred to the care and control of the National Archivist.

To meet legislative requirements, the National Archives issues Records Disposition Authorities to enable government institutions to dispose of records which no longer have business value, either by permitting their destruction, or by requiring their transfer to the National Archives, or by agreeing to their alienation from the control of the Government of Canada.

National Archives experts work with government departments to ensure the systematic and orderly identification, appraisal and disposition of records. Multi-Year Disposition Plans are signed with government institutions which set forth the timetable and resource requirements for submissions describing records in all media, and for appraisals to determine those records with archival and historical significance, thereby allowing the National Archivist to consent, or not, to the destruction of the other records.

### *Electronic documents*

As the government shifts toward electronic service delivery, the National Archives must consider new intellectual concerns. While continuing to manage traditional documents, the Archives must decide how to effectively manage the virtual documents created temporarily on a screen with a wide variety of technologies that quickly become obsolete.

Archivists acquire and preserve documents that describe our rights and privileges as citizens, which in turn define who we are as Canadians; these are authentic records of our collective experience. Authenticity and integrity are the primary features of documents. But what about electronic documents? They can be written, rewritten, saved, sent to the other end of the world or erased without a trace with a stroke of the keyboard. How can we preserve such documents? How will we access them when today's technology becomes obsolete? This is a complex matter with tremendous repercussions on the meaningful information of tomorrow: what approach will we use to preserve original and unique documents that bear witness to our current experiences?

The National Archives is working with federal government managers to find a realistic, appropriate and practical approach to ensuring the integrity of authentic electronic documents. The Archives also

## Work accomplished in 2000-2001

- Twenty-nine Records Disposition Authorities were signed.
- Six new Multi-Year Disposition Plans for administrative records were concluded with the Canada Lands Company Limited, Defence Construction Canada, the Financial Transactions and Reports Analysis Centre of Canada, the Leadership Network, the Millennium Bureau of Canada and the Natural Sciences and Engineering Research Council. Nine Multi-Year Disposition Plans for other government departments were renewed or revised.
- Thirty-five Agreements for Transfer were signed.

plays a major role in the InterPARES (International Research on Permanent Authentic Records in Electronic Systems) project, which is based at the University of British Columbia and brings together an international team of researchers studying the archival problems relating to permanent and authentic documents created in electronic systems. The working group is expected to table its final report at the end of 2001.

### *Federal Records Centres*

The Regional Operations of the National Archives manage records in all media on behalf of 80 government departments and agencies in a network of Federal Records Centres from coast to coast. These Centres are located in Halifax, Quebec City, Montreal, Ottawa, Toronto, Winnipeg, Edmonton, and Vancouver. They take in records of continuing value to government institutions when it is no longer cost-effective for them to be maintained on departmental premises. Staff at the Centres economically store and protect the records, retrieve them when

Photo: National Archives of Canada



Federal Records Centre, Manitoba Region, in Winnipeg. A storage room with double tier shelving that now houses the personnel files of former public servants.

required for reference or research, segregate for permanent preservation those records designated as archival or historical by the National Archivist, and destroy other records in a timely and secure manner when they are no longer required. The Federal Records Centres also hold back-up copies of electronic records and other records essential to the operations of government and the protection of rights in the event of disaster or emergency.

In 2000-2001, the facilities used by the National Capital Region Federal Records Centre were consolidated from five buildings into three. This was accomplished through the transfer of 1,800,000 files of former federal public servants

to the Manitoba Regional Federal Records Centre in Winnipeg. This consolidation enabled the Centre in the National Capital Region, which also manages the records of former military personnel, to be a more efficient operation and to respond more effectively to the needs of client departments for managing their dormant and essential records holdings. Some savings in office space costs were also realized.

## Federal Records Centres in 2000-2001: An overall view

- The Federal Records Centres managed over 2.1 million boxes of government documents for departments and agencies, in addition to holdings of various other media including maps, plans, photographs, electronic records of various kinds, and sound recordings.
- Their staff took in just under 270,000 boxes, responded to nearly 1,275,000 requests for information from the holdings, and returned or added almost 515,000 files to storage locations.
- There were over 216,000 requests, refiles and interfiles to the millions of files of former federal public servants and military personnel. During the year, 368,000 boxes of records were disposed of, and 10,100 boxes of archival and historical records were preserved.

# At the Heart of National and International Archival Networks

The National Archives shares its professional and technical expertise with over 800 Canadian archival institutions through grants and subsidies provided by the Canadian Council of Archives (CCA).

In 2000-2001, 171 institutions, provincial and territorial councils, and professional associations involved in archives shared \$1.3 million provided by the CCA. This funding supported 198 projects that were part of one of the following programs: the Control of Holdings Program, the Professional Development and Training Program, the Special Projects Program, the Preservation Management Program, and the Preservation Training and Information Program.

## *Canadian Archival Information Network: An incredible research tool*

Together with the Canadian Council of Archives and provincial, municipal and private archival institutions throughout Canada, the National Archives played an active role in creating the Canadian Archival Information Network (CAIN), a fully bilingual portal providing access to descriptive records and digitized documents from Canadian archival collections. At the end of March 2001, the preliminary version of the Network, made up of over 26,000 descriptions of archival documents and 2,700 digital images, was ready to be put to the test. Since it is connected to all Canadian archival institutions, it makes information on permanent documents available to everyone.

CAIN thereby substantially increases Canadian content on the Internet. It will enhance the relevance and usefulness of archival documents for students, teachers, youth and learners of all ages; make the public more familiar with the collections of Canadian archival institutions and increase their appeal; considerably improve public knowledge of Canadian history in Canada, and significantly help Canadian cultural industries to create new products and services. Such generalized access will doubtless also result in archival documents being seen in a broader context and will make Canadian archival institutions a cornerstone in the development of our knowledge-based society.

## *On the international scene*

The National Archives took part in the activities of the International Council on Archives (ICA). In September 2000, the National Archivist of Canada began a four-year mandate as chair of the International Conference of the Round Table on Archives (CITRA). The National Archives joined forces with 10 national archival institutions, including the National Archives and Records Administration (NARA) in the United States, and with university researchers, technology experts and private firms in North America, Europe, Asia and

Australia, to play a decisive role in InterPARES. This multidisciplinary working group, co-ordinated by the University of British Columbia, studies the requirements and methods relating to the preservation and authenticity of electronic documents over time and with advances in technology.

In addition, the Archives regularly hosts trainees from Canada and abroad. In 2000-2001, these included master's and doctoral candidates from

France, Germany, and China, as well as a delegation from Tanzania. While many wish to specialize in preservation techniques, others are more interested in the crucial problem of managing electronic documents.

## A few of the subsidized projects

- The *Archives de la Côte-du-Sud et du Collège de Sainte-Anne*, located in La Pocatière, Quebec, received funding to classify and describe three fonds from the Bourgault family of Saint-Jean-Port-Joli, a family famous for its wood sculptures.
- The Yukon Territorial Archives received financial assistance to classify and describe 1,401 photos that belonged to Roy Minter, a Yukon businessman. This collection of photographs documents Yukon history from 1898 to 1965.
- The Association for Manitoba Archives received a grant that permitted the provincial council to hire a training and outreach archivist whose mandate was to assist archival institutions in the province. This archivist co-ordinated the provincial component of the Canadian Archival Information Network, designated and co-ordinated training activities, and provided an on-site advisory service to archival institutions requesting assistance.
- Another grant permitted the archival institutions of the Fraser Valley to develop a disaster and emergency response plan. Ten institutions worked together to prepare a tool that will allow them to save valuable time in case a situation arises that would place their archival collections in danger.
- A grant enabled the councils of Nova Scotia and New Brunswick Archives to offer a two-day workshop on copyright issues.
- At the Archives Society of Alberta, a grant permitted the provincial council to offer its members a workshop that focussed on the preservation of photographic prints and negatives.

# Partnerships

Without the help of its many partners, the National Archives would not be able to provide all the programs it currently offers the public. This close co-operation with private firms and the vast Canadian network of heritage, arts and cultural institutions is much more than a question of mere cost-effectiveness: it allows all partners to share knowledge with each other and enhance their visibility.

## *Our public-sector and private-sector partners*

- The National Library is the National Archives' closest partner, which is only natural since the two institutions share the same building and have many common interests. Together they prepare cultural activities and participate in the production of digitization projects that highlight their collections. Virtual products include *First Among Equals: The Prime Minister in Canadian Life and Politics*, *Susanna Moodie and Catharine Parr Traill*, and *Guardians of the North: The National Superhero in Canadian Comic-Book Art*. In addition, the Library and the Archives are currently working to create a Canadian Genealogy Centre.
- Through *Canada's Digital Collections* program, managed by Industry Canada, teams of young people had the opportunity to work with National Archives staff on the digitization of items. The Archives renewed this partnership agreement with Industry Canada in order to continue digitizing the attestation papers of the Canadian Expeditionary Force. In 2000-2001, close to 83,000 images from these documents were digitized. On November 10, 2000, a special tribute was paid to this collaboration, which has been ongoing for several years, at the launch of a new digitization product pertaining to the First World War.
- With financial assistance from the Canadian Cultural Property Export Review Board, the National Archives acquired in 2000-2001 a portrait of General James Wolfe, dating from about 1762, as well as maps and manuscripts pertaining to the sale of Upper Canada between 1796 and 1820.
- The National Archives, together with the Social Sciences and Humanities Research Council, sponsored a working group to determine the need to create a national institution for data archiving, in order to preserve and manage the material and research data produced in digital format.
- The National Archives continued its collaboration with the AV Preservation Trust.CA, a national organization bringing together private and public stakeholders from the audio-visual community (creators, producers, presenters and users). Its purpose is to foster the preservation of our endangered film, sound and visual heritage, and to make it more accessible. To address the problem of the deterioration of Canada's audio-visual heritage, the Trust established the "Masterworks" program, which collects funds for the restoration and preservation of 12 audio-visual works per year.
- The National Archives is currently working with the National Film Board to provide access to the film archives via the Internet.
- On November 18, 2000, the Canadian Film Institute launched its 15th European Film Festival. This event is a collaboration between the National Archives, the 15 member states of the European Union and the Delegation of the European Commission in Canada.



Photo: National Archives of Canada



**Awards Ceremony, AV Preservation Trust, CA, February 19, 2001.** From left to right: Catherine M. Hurley, Executive Director and CEO of the Trust; Ian E. Wilson, National Archivist; a representative from Canadian National; Brian Robertson, member of the Board of Directors of the Trust; and Sheila Copps, Minister of Canadian Heritage.

### *The Friends of the National Archives*

The Friends of the National Archives is a charitable, non-profit volunteer organization whose primary goals are to assist the National Archives in acquiring, preserving and making available archival records, and to promote awareness of the programs and activities of the National Archives. During the year 2000-2001, in addition to developing plans for the creation of an Acquisition Fund, The Friends provided \$4,200 for the purchase of duplicate reels of microfilm, to be used for inter-institutional loans.

The National Archives offers an inter-institutional loan service for researchers in Canada and other countries who wish to consult microfilm copies of important records. The service loans over 500 reels per month to institutions in Canada, the United States, and abroad. The majority of these loans are for researchers consulting genealogical records such as census returns and passenger lists.

Unfortunately, due to the heavy demand for these reels, many requests could not be filled because the available copy or copies of the reels were already out on loan to another institution. In such cases, administrative procedures were implemented and the patron unfortunately had to wait months, sometimes as long as a year, for his or her turn to borrow a particular reel. The additional administrative work often tied up the staff, taking them away from direct service activities.

Staff in the Genealogy Unit and the Inter-institutional Loan Unit wanted to improve the service to their patrons by acquiring more copies of popular reels, thereby reducing the number and length of "holds." In response, The Friends provided funds for the duplication of a number of the most popular reels.

The project will result in the duplication of 300 reels containing valuable documentation for genealogical research: primarily passenger lists for Québec (1865-1921), Halifax (1881-1922), and Saint John (1900-1922).

This initiative will help to improve the delivery of National Archives services to all Canadians.

The National Archives thanks the following people, who generously volunteered their time to serve on the Board of Directors of The Friends during 2000-2001:

<b>Jay Atherton</b>	Retired archivist and manager (President)
<b>Louise Beaulne</b>	Policy analyst (Vice-President)
<b>Garth Williams</b>	Social Sciences and Humanities Research Council of Canada (Secretary)
<b>David Moorman</b>	Social Sciences and Humanities Research Council of Canada (Treasurer)
<b>Patrice Cayouette</b>	Bowater Corporation
<b>Norman Crowder</b>	Genealogist
<b>Norman Kummer</b>	Nortel Networks
<b>Carol Martin</b>	Freelance historian
<b>André Martineau</b>	Retired archivist
<b>Blair Neatby</b>	Retired history professor
<b>Wanda Noel</b>	Lawyer
<b>Cecilia Sev</b>	Freelance archivist

Information on activities, categories of membership, and the offerings of the boutique may be found on The Friends' Web site at [www.friendsofnationalarchives.ca](http://www.friendsofnationalarchives.ca). The Friends can also be reached by mail (395 Wellington Street, Ottawa, ON K1A 0N3), telephone (613-992-9367), or e-mail ([friends-amis@archives.ca](mailto:friends-amis@archives.ca)).

**For more information, visit our Web site at:**

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