



With the Archives **in Mind**
Annual Review 2001-2002









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Message

from the National Archivist

Throughout its 130-year existence, the National Archives of Canada has proven to be one of the most widely respected national archival institutions in the world. Do Canadians fully understand the potential of this powerful institution, its ability to open the doors to the past and provide the tools to better understand the present and prepare for the future?

The Archives has a responsibility to make itself known, to demonstrate its relevance and usefulness to Canadians. To achieve this, it has turned with firm conviction towards new technologies in order to connect with all citizens, most specifically with youth. It has updated its traditional and somewhat formal and elitist image; from a passive guardian of research sources, the National Archives has become a proactive provider of information, making its collections available to everyone. The results of this transformation are telling: the clientele of today's Archives is considerably expanded, diversified and ... younger. It is clear, therefore, that we must continue along this path of democratization, sensitization and openness to change, while ensuring the preservation of these unique and priceless collections.

Since October 2, 2002, the National Archives has not been working alone in pursuit of this objective. On that date, the Minister of Canadian Heritage, the Honourable Sheila Copps, announced the establishment of a new organization, the Library and Archives of Canada, to bring together from that point on the National Archives of Canada and the National Library of Canada. The goal of this new institution is to enhance knowledge of Canada, its people and the diversity of the narratives that have shaped, and still shape, the fabric of its history. It will build on the close professional relationships that already exist between the National Archives and the National Library; it will draw on the extraordinary collections that have been entrusted for generations to these two institutions and benefit from the networks of which they are each national leaders. It will count on the expertise and enthusiasm of its more than 1,000 employees who, through their commitment and professionalism, have established the reputation of the National Archives and the National Library.

This Annual Review is a retrospective look at the 2001-2002 fiscal year—the last one for the National Archives of Canada. We are turning a new page in our own history and the future promises to be more exciting than ever.



Ian E. Wilson
National Archivist



Role of the National Archives of Canada

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.

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.

Yours to Discover

- » Films! Short and full-length films, documentaries, silent films, “talkies”, black and white films, films in colour. More than 71,500 viewing hours. The oldest film in our collection dates from 1897.
- » Architectural drawings, plans and maps, some of which date back to the beginning of the 16th century. More than 2.5 million items.
- » 3.18 million megabytes of information in all types of electronic format.
- » A huge collection of photographs. More than 21.3 million images captured since the 1850s.
- » Federal government textual records. Set end to end, the boxes containing these government archives would extend for almost 111 km.
- » Videos and sound recordings. 272,231 listening and viewing hours.
- » 343,030 works of art, including watercolours, sketches, miniatures and oil paintings.
- » An impressive collection of stamps, medals, seals, posters and coats of arms.
- » Textual archives from various individuals, groups and associations who contributed in their distinct way to the cultural, social, political and economic development of Canada. These records, named “private” fonds because non-governmental persons or entities created them, constitute 44,826 linear metres of documentation.
- » Portraits representing more than one million Canadians since 1710.



The Secret Bench of Knowledge
Artist: Lea Vivot

This Year's Acquisitions

Some of Our New Additions



Landing of the Atlantic Cable of 1866 at Heart's Content, Newfoundland, July 27, 1866. Robert Dudley, watercolour. Peter Winkworth Collection. R9266-175

During the 2001-2002 fiscal year, the National Archives acquired 965 new collections—127 more than the previous year.

» The acquisition of the **Peter Winkworth Collection** is decidedly one of the most outstanding ones made by the Government of Canada, who forwarded 6 million dollars to the National Archives for its purchase. This spectacular collection, sweeping in its scope and invaluable in its content, contains thousands of rare visual items, many of which are unique in the world. The collection documents four centuries of Canadian history and deals with, among other topics, explorations, settlement, commerce, industry, urban growth, social and cultural evolution. Several of the works are signed by artists such as Edward Roper, Frances Anne Hopkins and James Audubon. The collection includes more than 700 watercolours and drawings, more than 3,300 prints, 8 oil paintings, and other works of art assembled over 50 years by the scholar and great collector, Peter Winkworth. This superb, unequalled collection represents a significant, rare and valuable part of Canada's cultural and historical heritage.



Nova Scotia Brewery, Halifax, ca. 1865-1870. Lithograph by Maritime Steam Lithography Company. Peter Winkworth Collection. R9266-545



Timber raft, ca. 1868. Frances Anne Hopkins (1838-1919), watercolour. Peter Winkworth Collection. R9266-278



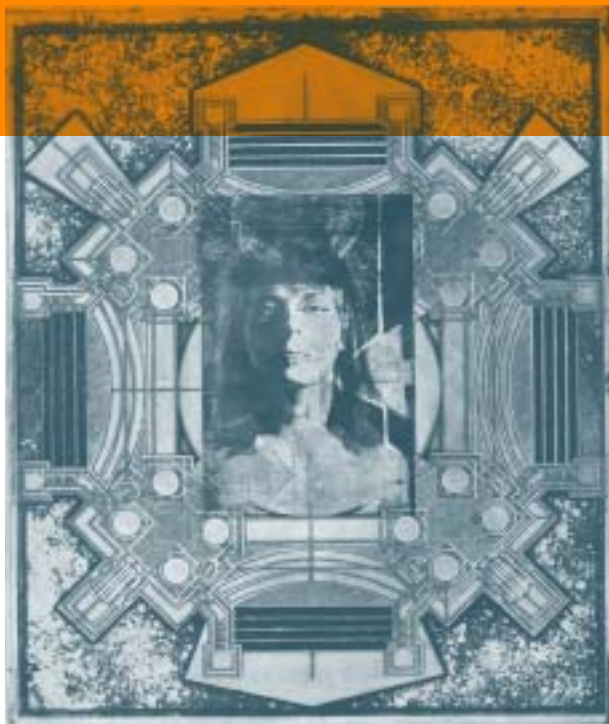
Interior with Infinite Surprises. Richard Taylor Fonds. C-149024

» As part of the 10-year agreement that it signed with **Le Groupe TVA inc.**, the National Archives acquired about 4,000 16-mm films from the programming of Télé-Métropole inc., the leading private Francophone television station in Canada. This acquisition is all the more important because it includes a wide range of the programs that were produced from the time the station was established in February 1961 until the beginning of the 1980s. In addition to information programs and current affairs programs on religious, cultural and women's issues, this fonds also includes interviews with personalities in the news at the time, various documentaries and variety shows, all providing a different viewpoint, a public television perspective on the Canadian reality. The programs acquired include *Cré Basile*, *C'est arrivé cette semaine* and *À l'ombre du génie*.

» **Richard Taylor** is a Canadian-born New York cartoonist, well known for his humorous illustrations published in two very popular American magazines, the *New Yorker* and *Collier's*. The National Archives acquired 1,393 drawings and watercolours, dating from 1935 to 1970. Included are all the finished *New Yorker* and *Collier's* cartoons, Taylor's series of surrealist watercolours and drawings, his etchings and linocuts, miscellaneous early works including the mock-ups for children's books, miscellaneous ads, some editorial work, greeting cards and cartoon sketches.



Cré Basile, broadcast from 1965 to 1970.
Olivier Guimond and Denis Drouin.
TVA Group Inc. archives.



Tarot for the High Priestess, 1972. Jennifer Dickson Fonds. Courtesy of Jennifer Dickson.

- » **Jennifer Dickson** (1936-) is one of Canada's most successful printmakers. This collection, which covers her personal as well as her professional life, affords the viewer the rare opportunity to examine the explorations and working methodology of an artist over five decades. Included is a self-portrait she drew as a teenager, some exquisite examples of her abstract prints made at the seminal printmaking studio of Stanley Hayter in Paris in the early 1960s, and more contemporary portfolios of hand-coloured photo etchings which draw on her love of mythology and archeological sites. Together with extensive textual records, this new acquisition forms a testament to a life spent as a working artist, teacher, visual arts activist, author and lecturer.
- » Some 12 metres of material, consisting of textual records, photos and video cassettes, were received from the **World Council of Indigenous Peoples**. Organized in 1975 by the National Indian Brotherhood of Canada, the Council eventually came to speak on behalf of indigenous peoples in all parts of the world. It ceased its activities in the mid-1990s.
- » The **Right Honourable Pierre Elliott Trudeau Fonds** received an additional 57.7 metres of textual records covering the period 1900 to 2001, and relating mainly to Mr. Trudeau's private life. Included in this donation is correspondence with his parents and other family members, records relating to childhood and early education, his university studies in Montreal, Paris and London; records relating to his professional career as a lawyer and university professor, notebooks and other papers relating to travel, his writings for *Cité Libre* and other publications, as well as files documenting early political activity. Also included in the donation are files documenting his activities following his retirement from public life. This final addition to the extensive Trudeau archival collection at the National Archives provides a rare insight into the formative years of one of Canada's most important political leaders of the 20th century.

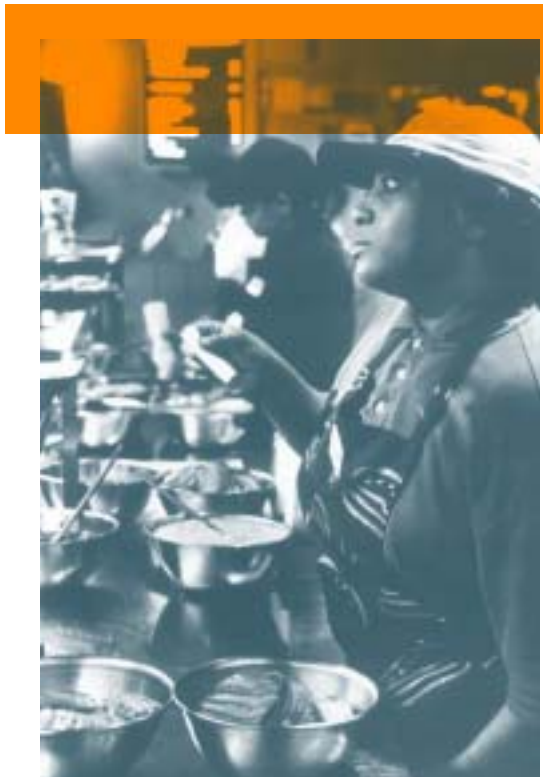
- » **Short and Feature Film Acquisition Program 2001-2002.** Through an agreement signed with the Minister of Canadian Heritage, the National Archives received funding to acquire recent feature films for preservation purposes. The films acquired this year include: *Les années de rêves*, *Candy Mountain*, *Chimera*, *Ginger Snaps*, *Last Wedding*, *Live Bait*, *La loi du cochon*, *Matusalem II*, *Pouvoir intime*, and *Atanarjuat*, the latter being Canada's first Native language feature film to have an all Inuit cast and be written, produced and directed by Inuit peoples.

- » The National Archives selected about 25,000 engineering drawings, architectural plans and geographical maps from among those conserved at the head office of the **Canadian National Railway Company** in Montreal. The majority of the documents acquired are plans for hotels, stations and workshops, marshalling yards and sidings for several hundred railway stations in Canada. They also include plans and designs for railway bridges that have been demolished, taken out of service or that stand along now-abandoned sections. This acquisition documents typical buildings in a well-defined industrial sector. Some of these buildings are still standing and have acquired heritage status.

- » The life of Italian immigrants to Canada, hospital care, political demonstrations, workers' movements, seasonal agricultural workers, social and urban issues and architecture, these are the subjects of choice for renowned photographer **Vincenzo Pietropaolo**, who has already donated many of his photographs to the National Archives. This year, the Archives received from the artist an additional donation of 40 photographs, drawing on some 150,000 negatives taken in 1999 and 2000 at the request of the Canadian Auto Workers Union for its millennium project. Workers from all domains and from all areas of the country are represented.

- » A missionary doctor serving the Methodist Church, **Henry Mather Hare** (1895-1939) worked in western China and at W.T. Grenfell's Deep Sea Fishermen mission hospital, located in Harrington Harbour, Quebec. He recorded his experiences in private diaries, which form part of the documents donated to the National Archives.

- » In order to mark the new millennium, Community Foundations of Canada created a project to encourage Canadians to make gifts to their communities. The response was tremendous. By December 31, 2000, more than 6,500 community-building initiatives had been recorded in the "**Our Millennium**" registry. Recognizing the historic value of the stories in this electronic registry, the National Archives of Canada decided to make this acquisition, adding to its permanent collections the first complete Web site. This new type of fonds consists of approximately 16,000 documents in electronic format, and offers to Canadians an extraordinary portrait of Canada in the millennium year.



Fast-food restaurant worker, Toronto, Ontario.
 Vincenzo Pietropaolo CAW Collection. R10223, PA-212485

- » The **Portrait Gallery of Canada**, scheduled to open in 2005-2006, has made several acquisitions, which include John Bratby's painting of Lord Thomson of Fleet, Nelson Cook's portraits of Nicol Hugh Baird and family, and a Paul-Émile Miot photograph of a Newfoundland hunter.

- » From the reporter **Ray Stone**, the National Archives received 21 sound recordings containing 59 items which include interviews, reports, speeches, and press briefings, covering more than 11 hours, taped between 1968 and 1974. It consists mainly of oral history interviews, which he conducted while on board the Canadian Coast Guard vessel *John A. Macdonald*, during its Manhattan Voyage, in 1969. During his contracts as a freelance journalist for the Canadian Broadcasting Corporation, Ray Stone also conducted other interviews with people who worked and lived in the Arctic and the Canadian North, usually those who were experts in their respective fields of work. Excerpts from some of these unedited interviews were used by the CBC Northern Service for such CBC program series as *The Days Before Yesterday*.

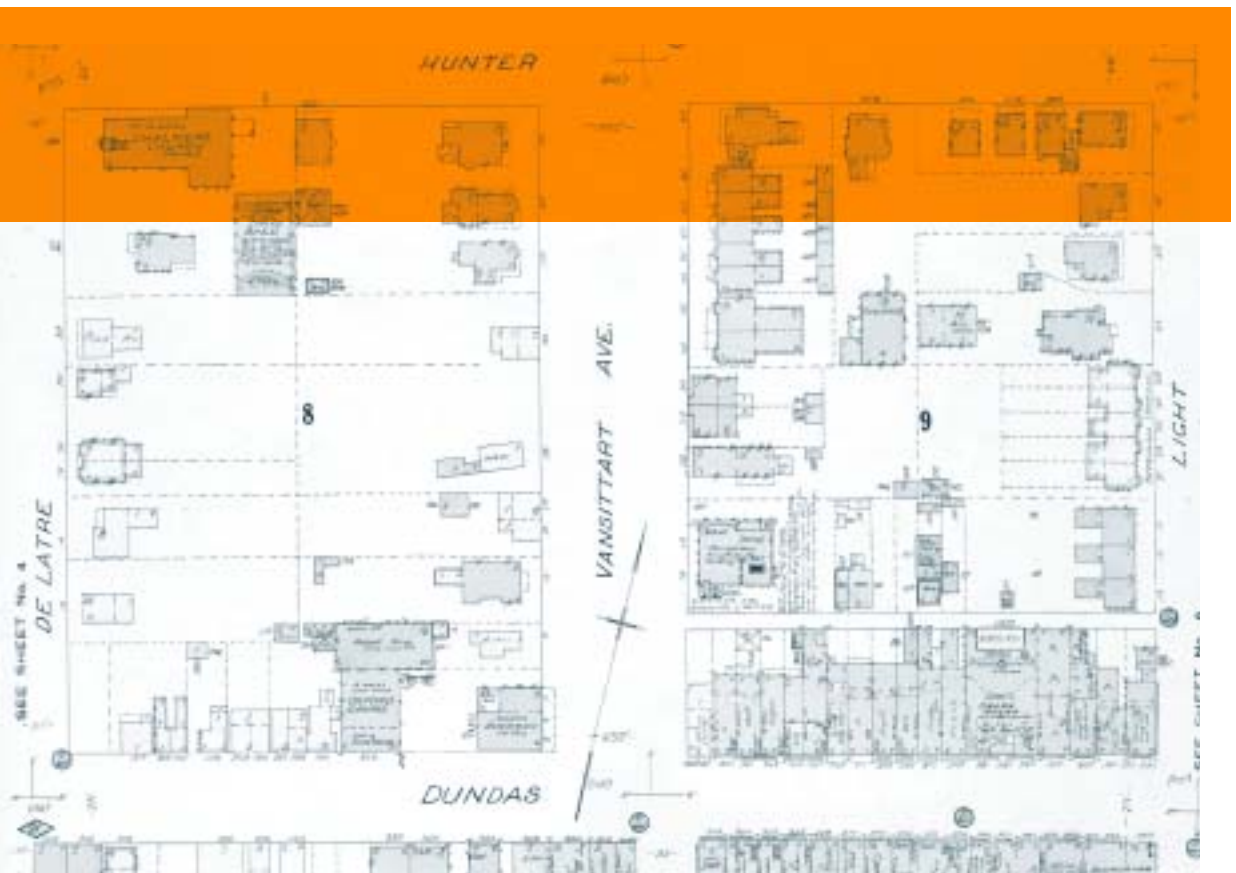
- » **Eric W. Morse** is considered the "dean" of Canadian canoeists. His fonds documents his annual canoe trips, which followed the fur trade routes of the voyageurs in northern and western Canada, including his 1966 trip on the Coppermine River with Pierre Elliott Trudeau. The documents Morse has turned over to the National Archives—85 cm of textual records, 460 photographs and 171 maps—contain details of his research and writing on canoeing and the fur trade.

- » The **Covert-Massie Harrington-Turner Family Collection** comprises 2.77 metres of textual records, about 4,000 photographs and works of art, covering the period from 1830 to 1996. These archival records document the history of a prominent Upper Canadian family. They provide a perspective on how families of a particular socio-economic, political, ethnic and religious background developed over several generations and how they were affected by political events and social changes.

- » **John McCrae** wrote the famous poem *In Flanders Fields*, which pays tribute to the soldiers of the First World War. John McCrae was a doctor and a pathologist, as well as an officer and a poet. The National Archives possessed many documents relating to this remarkable man, but this year it received an additional metre of textual records dating from 1880 to 1918. This new accession includes more than a thousand letters that the poet sent to his family, as well as three private diaries—one that was written during the Boer War, and the other two during the First World War.



Reporter Ray Stone interviews a member of the salvage crew aboard the *Irving Whale*, off the coast of Cape Breton Island, in November 1969. Ray Stone Fonds.



Detail of the fire insurance plan of the city of Woodstock, Ontario, 1919. RE 2001-1269, IPPA/340 Woodstock 1919

» The **Collection of Fire Insurance Plans**

kept at the National Archives was enlarged, with the addition of 462 fire insurance plans and 11 index pages of 59 towns across six provinces (Newfoundland, Prince Edward Island, New Brunswick, Quebec, Ontario, British Columbia). The plans were produced by Charles Edward Goad, Charles E. Goad Company, and the Underwriter's Survey Bureau between 1910 and 1964. This new accrual includes some rare items, including the 1946 eight-part plan of Harbour Grace, Newfoundland, as well as the 1957 100-part plan of St. John's. The National Archives now has a collection of approximately 50,000 such plans, representing more than 2,500 cities, towns and industrial sites from across the country.

» **Arnaud Maggs** worked as a graphic designer in Toronto, New York City and Milan from 1949 until the 1970s. This period of his career is documented in a significant collection of graphic design work for various commercial companies, including Canada Post, Expo 67, Châtelaine, IBM, Imperial Oil, and Columbia Records. From the 1970s onwards, he worked to establish himself as a creative artist, using primarily the medium of photography to create large-scale works and series, including *64 Portraits*, *Turning*, *Downwind Photographs*, and *The Complete Prestige Jazz Catalogue*. The Arnaud Maggs fonds acquired by the National Archives holds more than 700 works of art (including portraits, stamps and posters), as well as seven boxes of photographs taken between 1970 and 1990, examples of Maggs' career as an artist and teacher. Maggs is represented in most major Canadian galleries, as well as internationally.

The National Archives is continually seeking to showcase its collections and to share its treasures with Canadians. The Web is an important tool in achieving this goal, both through virtual exhibits, and by allowing access to its services, databases and research tools. The Archives also places a high importance on its ability to offer exhibitions and public programming, making it a vibrant meeting place, one that is focussed on the present. Moreover, through travelling exhibits, it promotes the importance of history and brings its collections directly into the communities. The following provides some of the year's highlights.

The Minister of Canadian Heritage, Sheila Copps, the former Mayor of the city of Gatineau, Robert Labine, and the former Secretary General of the United Nations, Boutros Boutros-Ghali, toured the Gatineau Preservation Centre to mark the IVth Games of La Francophonie, in July 2001. Source: City of Gatineau



Collections



In conjunction with the exhibition *Sporting Lives* and as part of the Canada Day 2001 celebrations, the National Archives organized an autograph session with six Canadian Olympic athletes.

- » In conjunction with the IVth Games of La Francophonie, which took place July 14 to 24, 2001, in the Ottawa-Hull region, the Archives presented *Sporting Lives, Images of Canadian Athletes*, an exhibition opened by Carolyn Waldo, an Olympic gold medallist in synchronized swimming. Also in the context of these games, the Gatineau Preservation Centre received a visit from Ms. Sheila Copps, the Minister of Canadian Heritage, and from Mr. Boutros Boutros-Ghali, former Secretary General of the United Nations.

on the Move!

- » On April 6, 2001, as part of the celebrations for the 150th anniversary of Canadian postal administration, the National Archives and Canada Post Corporation formally signed a three-year agreement for the development of the Canadian Postal Archives virtual exhibition, a site dedicated to highlighting the philatelic collections of the Archives. The Archives also held an exhibition at Canada Post's head office, featuring more than 2,000 stamps from the national collection.
- » From March 18 to April 12, 2002, the Archives hosted the exhibition *Prisoners of Age*, which displayed compelling photographs by Montreal photographer Ron Levine. The images provide an insight into the complexity of a subject not often explored, that of aging offenders within the correctional system. The photographer hoped to raise public awareness on the issue, to encourage debate on aging in prison and most importantly, to highlight the importance of preventing criminal behaviour.
- » On January 30, 2002, the National Archives organized a Ukrainian evening to commemorate the 10th anniversary of Canada's recognition of the new Ukraine. Committed to creating links with Canada's cultural communities, the Archives also marked the 45th anniversary of the 1956 Hungarian Revolution on October 22, 2001. In addition, it celebrated Black History Month in February by sponsoring a conference and hosting the student recipients of the Mathieu Da Costa Awards.
- » From October 19 to 21, 2001, an important conference was held in Winnipeg entitled *Giving the Future a Past*, which sought to promote the use of archival sources in the teaching of Canadian history. The National Archives, the Department of Canadian Heritage and the National Library of Canada were the major partners at this symposium, which brought together individuals and organizations from many professional backgrounds with an interest in developing dynamic, innovative and effective teaching methods. Discussion centred on the importance of history and its presence in the daily lives of citizens.
- » This year, the National Archives made 22 loans to 19 institutions, representing a circulation of 328 documents. These statistics reflect the various locations that some of our pieces travelled to during the year: *Four Indian Kings*, by artist Jan Verelst appeared at the McCord Museum; ten medals, including a Victoria Cross, were exhibited at the Canadian War Museum; films were loaned to Concordia University, to the Vancouver International Film Festival, to the Cinémathèque québécoise and to the Toronto International Film Festival. Maps and architectural plans were borrowed by the Stewart Museum in Montreal, by the National Library of Canada, the Embassy of Belgium and the Royal Architectural Institute of Canada.

How Have Our Some Examples

» *The Canada Tree*, an educational online project, draws directly on our collections to mount its social studies program, which is diffused on the Internet and offered to all Canadians.

» Using documents that she consulted at the Archives, author Jennifer Niven was able to write *The Ice Master*, a narrative history of the doomed voyage of the *Karluk* to Canada's Arctic in 1913-1914. She found enough material to start work on a second book dealing with the Arctic expedition of 1921-1923 to Wrangel Island.

What use would you make of our documents?

Collections Been Used?

- » Our films, videos and sound recordings have been used for the production of:
 - » a documentary on the 75th anniversary of the Toronto Maple Leafs hockey team, produced by NHL Productions;
 - » five vignettes on The Famous Five, the five Alberta women who fought to have women admitted to the Senate. This series was sponsored by the Women's Television Network and produced by Buffalo Gal Pictures;
 - » a historical series produced by Royal York Communications, *The Canadian History Series 1939-1945*, which will become an important teaching resource in Canadian schools;
 - » a production by the Canadian Broadcasting Corporation on the loss of the *Ocean Ranger*, the off-shore semi-submersible drilling platform that capsized off the coast of Newfoundland in February 1982 during a major storm.
- » Following the death of the Right Honourable Pierre Elliott Trudeau, the Archives received a large number of requests for copies of photographs of this great statesman.
- » Using the photographs that he found at the Archives and in other sources, anthropologist Stéphane Cloutier was gradually able to retrace the history of Franco-Inuit relations.
- » Having recourse to government documents conserved at the Archives is essential to understanding and healing the legacy of the residential schools.
- » Our photographs were used to illustrate many books, including that of R. B. Fleming on the 1939 Royal Tour in Canada.

Our Crucial Role

Manager of Government Information

As keeper of the Government of Canada's institutional memory, the National Archives of Canada is called upon to play a crucial role in the management of federal information. Together with the Treasury Board Secretariat and other federal departments and agencies, the National Archives develops guidelines, standards and practices for the effective management of information and records. In today's environment, where information and technology are the primary drivers in the global economy, the Archives must ensure that the documents created by the government remain authentic, reliable and accessible at all times.

By virtue of the *National Archives of Canada Act*, the Archives is responsible for controlling the disposition (the destruction or preservation) of all federal government records. No record under the control of a government institution and no ministerial record can be destroyed without the consent of the National Archives; in addition, government and ministerial records that, in the opinion of the National Archives, are of historic, legal or archival importance, must be transferred to the care of the National Archives.

Over the past years, the National Archives has strengthened its role in information management. Shifting its approach from the identification, acquisition and management of the archival record, it now wishes to concentrate in providing advice and guidance on the full life cycle of government records, particularly electronic records, whose long-term conservation represents a major challenge.

To assist government departments in implementing their internal records disposition plans, the National Archives issued the Multi-Institutional Disposition Authorities (MIDA) for common administrative records. As a result, the National Archives has completely replaced the older General Records Disposal Schedule with a more function-based instrument to assist all government institutions in managing the disposition of their common administrative records. The Archives continued to develop strategies based on the MIDA approach of issuing a single Records Disposition Authority applicable across several government institutions. This past year, the MIDA for audio-visual records stored by the Communications Coordination Services Branch of Public Works and Government Services Canada was issued and the terms and conditions for 17 Port Authorities were completed. The National Archives also modified the generic Records Disposition Authorities for the institutional records in the office of a Minister and for the records of Deputy Heads of government institutions.

By advising the government and serving as a guarantor of the integrity of information, the National Archives serves and protects all citizens by preserving the records of public affairs and government information so that individuals can prove their citizenship, establish their pension rights, resolve land claims or obtain information about their rights, privileges and obligations. Canadians thereby have access to documents that have a bearing not only on their lives, but also on Canadian society.

Federal Records Centres Operations

The National Archives manages records in all formats on behalf of 81 departments and agencies of the Government of Canada, through a network of Federal Records Centres which extends from coast to coast. These centres are located in Halifax, Quebec, Montreal, Ottawa, Toronto, Winnipeg, Edmonton and Vancouver. They take in records of continuing value to government institutions when it is no longer cost-effective to maintain these records on departmental premises. This occurs when they have them well organized for retrieval, have set reasonable retention periods for them, and have kept them in good physical condition.

Staff at the centres economically store and protect the records, provide a reference service, 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 operation of government, for the protection of rights, and in the event of disaster or emergency. In addition, the Winnipeg Centre manages the files of former federal public servants and the Ottawa Centre manages the files of former military personnel.

- » In 2001-2002, the centres managed close to 2.2 million boxes of government documents for departments and agencies, in addition to holdings of various other formats including maps, plans, photographs, electronic records of various kinds, and sound recordings.
- » Staff took more than 345,000 boxes of records into centres, responded to 1,385,000 requests for information from the holdings, and returned or added 657,000 files to storage locations.
- » In addition, there were more than 292,000 requests, refiles and interfiles to the millions of files of former federal public servants and military personnel.
- » During the year, the number of boxes of records disposed of exceeded 318,000, and more than 10,500 boxes of archival and historical records were preserved.



Preservation

Once documents in all formats, including electronic records, arrive at the National Archives, they go through a series of preservation processes to protect them against the ravages of time and frequent handling, to ensure their integrity and their accessibility. One of the challenges facing the Archives is to capture and preserve for future use, the archival materials in its custody that are often by their nature, fragile and impermanent. All records eventually require some intervention, however it is the electronic records that were created and stored using constantly changing hardware, software and standards which pose the greatest challenge.

At first difficult to anticipate, the changes which have occurred in information and communication technology affect the National Archives in significant ways. For example, when Sir Wilfrid Laurier delivered his address announcing that the 20th century was to be Canada's century, it was heard only by those assembled and was preserved as text on paper. Today, when the Prime Minister addresses the nation, Canadians from coast to coast may hear and see him. However, to preserve his message involves a vast array of technologies, expertise and resources.

A paper document has an average lifespan of 100 years before intervention may be required. However, early videotape technology is already obsolete. The lifespan of current videotape technology is only 15 years and requires continual migration from one format to another to ensure that information on the tape may be viewed in the future.

Preserving the electronic business records of government will pose an ever-growing challenge to the Archives as the Government of Canada moves closer to becoming an electronic workplace. The preservation of e-mail alone constitutes a formidable challenge for which the repercussions are yet unknown. In anticipation of the growing care that electronic documents continue to demand, the Archives has purchased microfilm scanning equipment, as well as a Thomson Shadow Telecine unit for the transfer of film to digital videotape and the copying of high definition broadcasts. Over the next three to four years, the Archives will develop and implement a preservation infrastructure and will design, construct and maintain an electronic records preservation system capable of committing to eternal memory, those electronic records of enduring value in order to preserve their authenticity and reliability.

Ensuring That Canadians Have Access Today and in the Future

The preservation work accomplished at the National Archives in 2001-2002 has made the collections more accessible to the Canadian public.

- » Thousands of attestation papers from Canadian Expeditionary Force members were stabilized for mould to allow safe handling by staff and the public.
- » Rolled panoramic photographs were relaxed and encapsulated to allow safe viewing.
- » Sound recordings of Gratien Gélinas were reformatted and samples have been made accessible on the National Archives Web site.
- » Tens of thousands of pages from the War Diaries of the Canadian soldiers who fought in the First World War were microfilmed and more than 10,000 copies were made for clients to have access.
- » Thanks to support from the Canadian Feature Film Preservation Fund, we were able to improve the condition of 138 films, produce video and audio masters for certain collections, and treat certain films such as those from the 1940s of the Royal Canadian Mounted Police, and those of the Canadian Government Motion Picture Bureau, including *Lest We Forget*, a compilation of First World War productions.
- » Staff treated 328 documents that were loaned out during the year.

Our Services

Centuries of History in Your Hands

Archives serve no purpose unless they are accessible. Acquisition, archival description and access go hand in hand. The role of the National Archives is to unite Canadians with the evidence of their past, and in so doing, to become an essential element in the creation of social memory.

The National Archives serves Canadians who are interested in the documentary history of Canada and their own personal stories by providing comprehensive, client-centred reference assistance both in person and online. The service to researchers includes responding to written, telephone, Internet and in-person requests for information; making original archival records available for consultation; loaning microfilms; reviewing government records to apply the provisions of access to information and privacy legislation; and providing copies of archival material.

A Few Statistics

- » 103,408 reference inquiries
- » 58,519 requested containers
- » 69,454 microfilm reels consulted and loaned
- » 1,638,930 pages copied for clients

Access to Information and Privacy Acts

While the majority of government information in the custody of the Archives is open to the public, certain government documents are subject to the provisions of the *Access to Information Act and the Privacy Act* (ATIP), before their contents can be handed over to researchers. The National Archives is responsible for applying these acts with respect to Government of Canada historical and personnel documents in its holdings.

To better serve Canadians, the National Archives offers a complementary method of access to government information. This approach allows for the sharing of a greater number of historical documents in response to client requests, without clients having to submit a formal request under access to information and privacy legislation.

In addition, the Archives is actively working to implement a multi-year plan for the systematic or block review of historical documents for dissemination. The process allows the Archives to locate, examine and convey a large amount of frequently requested government information, without requiring clients to submit a formal or informal request. In response to ongoing client interest in Transport Canada records, the Archives examined and opened several blocks of records in this group.

Formal requests received under ATIP

Total pages reviewed » 730,057

Informal review of government documents under ATIP

Total pages reviewed » 856,977

Systematic block review of historical documents

Total pages released » 1,584,200

An All-Star Product! The National Archives Web site

Today, the Web and new information and communication technologies enable the Archives to achieve what its predecessors dreamt of—making the National Archives and its unique collections accessible to all Canadians. The National Archives Web site, which has enjoyed wide success over the last two years, gives researchers greater independence by allowing them to quickly access information on their own that previously had to be requested in writing, by phone or in person.

Use of the National Archives Web Site

Number of hits

- » In 2001-2002: 132 million
- » In 2000-2001: 72 million
- » In 1999-2000: 44 million

Number of visits

- » In 2001-2002: 2.66 million
- » In 2000-2001: 1.7 million
- » In 1999-2000: 1.4 million

On average, the National Archives Web site received 7,318 visits per day, which represents an increase of 30% from last year. On a daily basis, researchers viewed 33,741 Web pages from the site.

Thanks to the Canadian Culture Online Program of Canadian Heritage, approximately 450,000 of our records were digitized this year in order to be displayed in the many virtual exhibits and digital collections projects of the National Archives. This digitization process requires much preparation, because each digitized item must be linked to its description and its archival context.

In elaborating its digitization program, the National Archives has set the following priorities:

- » Reveal to all Canadians the content of our preserved documentary resources, not only at the Archives, but in all other cultural institutions across the country;
- » Allow Canadians to have access to resources as they relate to their family or their community, and to support their creative activities;
- » Encourage the educational use of these documentary resources with the creation of exhibitions and virtual instructional material and lesson guides related to national and regional history themes as outlined in school programs;
- » Simplify access to general interest resources such as censuses and documents related to land, immigration and war. All Canadians will find some part of their personal histories within these documents and may be inspired to do further research.

Virtual Exhibitions Launched in 2001-2002

- » *The Canadian West* is an exhibition which explores the settlement of western Canada and includes the European presence, contact between Aboriginal people and settlers, and the effect of settlement on the region and its inhabitants. The exhibition consists of 188 items, which include documents, maps, photographs and works of art.
- » *Featuring ... Gratien Gélinas* is a virtual tour of 300 archival records highlighting the work of this well-known Quebec actor, playwright, producer and director. The Web site contains some 280 documents from Gélinas' own personal archives, now held at the National Archives of Canada.

- » *Canadian Virtual Postal Archives.*
In partnership with Canada Post, the National Archives launched this Web site on Canada’s postal history and philatelic heritage on August 31, 2001. The site provides both an overview of the philatelic holdings of the National Archives and allows researchers to locate information concerning every stamp issued by Canada and British North America since 1851. The site provides links to the National Archives philatelic library, to a database relating to post offices and to thousands of digitized documents on Canadian stamps. The site has been extremely well received and is well used by researchers. Three interactive games on the site attract young Canadians to learn about the history of Canadian stamps. The continuing partnership with Canada Post ensures that more material will be added to the site, which will eventually contain some 16,000 digitized items.
- » *Sporting Lives* was created to showcase some of Canada’s best-known and successful athletes in conjunction with the IVth Games of La Francophonie and with the 25th anniversary of the 1976 Summer Olympics in Montreal. The site documents Canada’s proud amateur athletic tradition, which spans at least two centuries. Canadians interested in sport, young people and students studying the history of sport in Canada come to this site to share in the accomplishments and international recognition of Canada’s athletes, past and present.
- » *Mary Riter Hamilton—Traces of War* paints an indelible picture of the destructive consequences of the First World War in France and Belgium. According to the artist, her paintings reflect “only dimly” the visions of the soldiers. Visitors to this site can experience these visions through the eyes of Mary Riter Hamilton.
- » *The Famous Five Web* site highlights the lives of Emily Murphy, Henrietta Muir Edwards, Nellie McClung, Louise McKinney and Irene Palby. At the beginning of the 20th century, these five women fought for women’s rights and for the right to vote, and played a decisive role in the “Persons” Case of 1929. The Web site, which tells of the enormous impact that these five women had on Canadian civil rights, was created through a partnership with the National Library of Canada, the Department of Justice and with the Famous Five Foundation of Calgary. An extensive bibliography and eight essays included in the site target students of all levels and lifelong learners.
- » *The Anti-Slavery Movement in Canada Web* site was developed in partnership with the J’Nikira Dinqinesh Education Centre and the National Library of Canada. It documents early Black settlement and later 19th century Black communities in Canada, refugees from the United States, anti-slavery societies, and the impact of the American Civil War on Black Canadians and on Canada. Young students studying the history of African Canadians, and those interested in the origins of Canadian refugee policy are the targeted audiences of this site.

Digitized Collections Projects Launched in 2001-2002

- » *Métis Scrip.* This digital collection that complements the Canadian West Web site, contains documents referred to as “Scrip”, one-time land grants issued to Métis heads of family and their children by the federal government. These certificates are of great significance to the Métis and their descendants. The ancestors of the Métis were the first Europeans with whom the Aboriginal peoples of the West had contact. These documents are among the few artifacts that attest to this connection and to the Métis’ role in the settlement of the West. More than 14,000 images are now accessible through the Métis Scrip database.

- » *Cabinet Conclusions*. A large portion of the 1970 Cabinet Conclusions and documents of the Twentieth Ministry of the Right Honourable Pierre Elliott Trudeau were digitized and made available on the National Archives Web site to give Canadians a unique look into the workings of the Federal Cabinet. Through these records, they can trace how government works by following the development of policy on matters ranging from regional development to health care, culture and foreign affairs.
- » *Colonial Archives*. This database has been online since 2000 and contains more than 70,000 detailed descriptions of textual documents pertaining primarily to the French and British colonial periods. In the first year, only 40 of these descriptions were illustrated. One year later, in November 2001, the database had more than 13,000 digitized images linked to more than 3,000 descriptions.

New Research Tools Available on ArchiviaNet

If the multitude of archival records held by the National Archives are to be effectively located and readily accessible to Canadians and researchers worldwide, they must be properly described. Specialists at the National Archives follow a nationally recognized standard called the *Rules for Archival Description (RAD)* and use exhaustive research methods to prepare descriptions of the holdings.

Finding aids allow the user to understand how a fonds is organized; usually, they present the main parts of the fonds and list the files contained therein. This information allows the researcher to find and quickly access the needed information.

Many finding aids were created in 2001-2002. One such aid describes the fonds of the Ministry of State for Urban Affairs. Created in 1971 to develop federal policies to improve the effects of urbanization and the coordination of federal policies and programs with other levels of government, the Ministry of State for Urban Affairs consisted of two components—policy and research, and coordination. When the Ministry was closed in 1979, this accession was transferred to the National Archives, but it did not have an adequate file list. The completion of this finding aid will enable researchers to gain valuable insights into the federal government's activities in such areas as housing, urban renewal, international conferences, and urban transportation.

Another finding aid was completed for a large accession of Canada Mortgage and Housing Corporation (CMHC) records. It consists of 757 boxes of central registry files, which range in date from 1946 to 1973, and deals with a wide range of subjects for which CMHC was responsible. The accession can now be searched with this comprehensive file list, and will be of great interest to researchers studying housing and housing policy during that period.

Of particular interest, close to 800 manuscript finding aids and just over 1,000 restricted access files relating to private textual records were added to ArchiviaNet in PDF format. This information, until now only available on site, in Ottawa, is invaluable to researchers because it provides a comprehensive list of the restricted and unrestricted documents. With this information, researchers are better able to plan their visit to the Archives because they have made the necessary arrangements prior to ordering the files that have restricted access.

The Youth Component

Archives Are Fun!

The National Archives was the place to be for many young Canadians interested in learning more about Canada in 2001-2002.

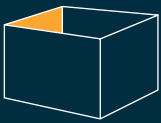
- » As part of Citizenship Week 2001, the National Archives presented genealogy workshops for youth at Pier 21 in Halifax. This program, primarily geared to students aged 10 and 11, introduced the young people to the concept of family history and to the value of family records. Partners for this series of workshops, which attracted 200 students over three days, were the Department of Citizenship and Immigration, Pier 21 and the Nova Scotia Archives and Records Management offices.
- » Heritage Day celebrations at the Archives, regional and local heritage fairs, classroom visits, and the Forum for Young Canadians were among the many activities that focussed the attention of Canada's youth on the National Archives of Canada. A field trip to the Archives by a Grade 10 class from Smiths Falls District Collegiate Institute was covered in a feature in the March 20, 2002, edition of the *Record News* of Smiths Falls, Ontario. The students came to the Archives to research the names of First World War soldiers listed on their local cenotaph. They were amazed at the information they discovered about the men from their town who died for Canada in the war. Their school project was a success, but more importantly still, the original and unique archival records that the students found at the Archives allowed them to feel closer to the soldiers, to give faces to the names on the cenotaph. The students shared in the soldiers' lives by reading through military papers, diaries of the soldiers' battalions and other correspondence at the Archives.
- » Each year, the Forum for Young Canadians brings more than 500 senior high school students from across Canada to Ottawa to learn how government works. As part of this program, the students visited the National Archives, where they learned about the importance of its government records holdings.
- » In conjunction with Historica, the National Librarian, Roch Carrier and the National Archivist, Ian E. Wilson invited Canadians to join in on the Great Canadian History Challenge on February 18, 2002. The quiz challenged teams of high school students in the National Capital Region with tough questions on Canadian history.



Students from Smiths Falls, Ontario, consulting Canadian Expeditionary Force files at the National Archives.

Our Partners

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



Our Governmental Partners

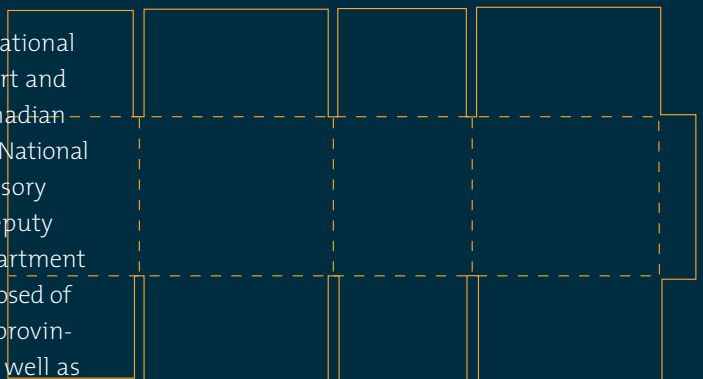
The National Archives received support from the Office of the Prime Minister to acquire the outstanding Peter Winkworth Collection; the Government of Canada contributed six million dollars.

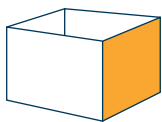
To achieve some of its objectives, the National Archives of Canada relies on the support and co-operation of the Department of Canadian Heritage and its portfolio agencies. The National Archivist co-chaired the Heritage Advisory Group, together with the Assistant Deputy Minister, Arts and Heritage, of the Department of Canadian Heritage. This group, composed of key representatives from federal and provincial heritage and cultural agencies, as well as advocates from the business sector, addressed ways to develop and advance heritage policy, and to foster alliances with the national heritage community to ensure policy cohesion.

The National Archives has enjoyed wide success over the last two years in putting quality digital Canadian content from its holdings on the Internet with the support of 2.85 million dollars in short-term funding, received under the Canadian Culture Online Program of the Department of Canadian Heritage for 2001-2002.

In co-operation with the Social Sciences and Humanities Research Council, the National Archives sponsored the National Research Data Archive Consultation Working Group to assess the need for a national archival system for research data mandated to preserve and manage digital research data, and for a national data strategy.

The National Archives continued its partnership with Industry Canada and with Veterans Affairs Canada to digitize the attestation papers of the Canadian Expeditionary Force members during the First World War. 320,000 images were added to the site, which now has more than 765,000 images.





Partnerships with the Private Sector and the Non-Governmental Public Sector

Historica, a foundation devoted to Canadian history education partnered with the National Library and National Archives in the Canadian History Quiz as part of Heritage Day celebrations on February 18, 2002. Historica's Heritage Fairs Programme offers students the opportunity to explore the many aspects of their Canadian heritage in a dynamic learning environment and to present the results of their efforts in a public exhibition.

The Nunavut Sivuniksavut training program in Ottawa and the Department of Culture, Language, Elders and Youth of the Nunavut Government collaborated with the National Archives to identify the names of people and events in 73 photographs of Igloolik taken by Arctic photographer, Richard Harrington. This information, as well as knowledge about Inuit culture provided by youth and elders was added to the National Archives photographic database on ArchiviaNet, with links to the actual photos. In the future, these photos and descriptions will be part of an online exhibition on the Canadian North.

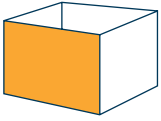
The National Archives worked with Telefilm Canada and the AV Preservation Trust.ca to put in place the systematic preservation of feature films in an effort to increase the quality, diversity and accessibility of Canadian feature films. In addition, the Archives worked in close co-operation with the Trust and the Toronto International Film Festival Group to achieve a successful screening of *The Grey Fox*.

The venue for the showing of this Canadian classic was the Toronto International Film Festival. The relationship between this Film Festival and the National Archives is now well established and ongoing.

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.

Other partners:

- » **Rotary Club**
- » **Community Foundations of Canada**
- » **Les IV^{es} Jeux de la Francophonie**
- » **The Currency Museum, the Supreme Court of Canada, and Elections Canada**
- » **Pier 21 Society and Citizenship and Immigration Canada**
- » **Association for Canadian Studies**
- » **Hungarian Embassy**
- » **The War Amps of Canada and the Thunder Bay Art Gallery**
- » **Millennium Bureau of Canada**
- » **Department of Veterans Affairs and Department of National Defence**
- » **Anthony Sherwood Productions**
- » **Canada Post**
- » **Canadian Film Institute**
- » **National Film Board of Canada**
- » **Ukrainian Embassy**
- » **J'Nikira Dinqinesh Education Centre**
- » **Canadian Teachers' Federation**
- » **Correctional Service of Canada**
- » **Famous Five Foundation**
- » **Department of Justice**

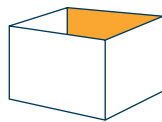


National and International Archives Networks

In 2001-2002, the Canadian Council of Archives (CCA) granted funds for 184 projects to 109 professional associations and provincial and territorial councils across Canada for a total of \$2,350,000. This funding, which was provided by the National Archives and administered by the CCA, supported local archival community projects across Canada, including programs for the control of holdings; professional development and training; special archival projects; the management and preservation of Canadian archival records; and training and information on preservation.

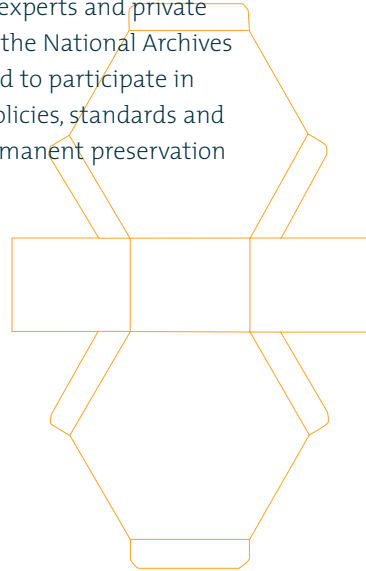
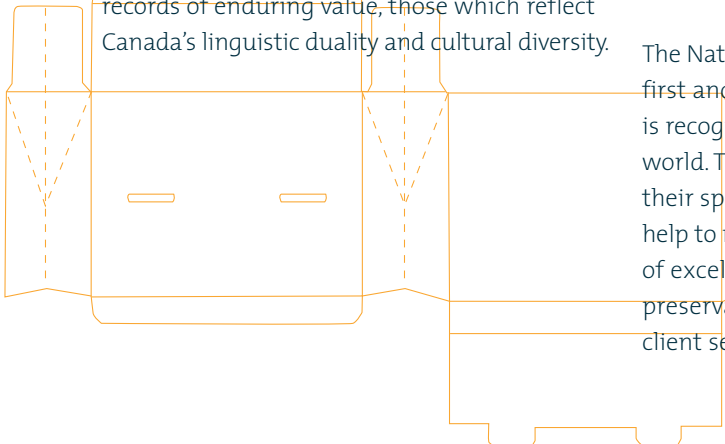
The National Archives, in partnership with the CCA and with provincial, municipal and private Canadian archives, developed the Canadian Archival Information Network (CAIN), giving Canadians a fully bilingual portal to descriptive records and digitized archival content from archival collections across Canada. The site, which was launched in October 2001, now contains more than 53,000 archival descriptions, 110,000 digital images attached to those descriptions, and 17 virtual exhibitions. Thanks to CAIN, a link now exists between all our Canadian archival institutions, one that provides Internet access to information about our records of enduring value, those which reflect Canada's linguistic duality and cultural diversity.

The National Archives is actively participating in the InterPARES (International Research on Permanent Authentic Records in Electronic Systems) project, which is coordinated by the University of British Columbia. Along with other major international archival institutions, including the United States National Archives and Records Administration, and with university researchers, technology experts and private firms around the world, the National Archives continues to support and to participate in developing strategies, policies, standards and tools to assist in the permanent preservation of electronic records.



A Motivated and Qualified Staff Providing Quality Services

The National Archives owes all its achievements first and foremost to its staff, whose expertise is recognized and respected throughout the world. Through their creativity, their skills and their specialized knowledge, the employees help to make the National Archives a showplace of excellence in the fields of archival science, preservation, information management and client service.



In the Wings

The National Archives has several long-term projects underway. Some were unveiled in the fall of 2002; others will be implemented over the next several years.

Canadian Genealogy Centre

In 2001, the National Archives of Canada received funding from the Department of Canadian Heritage, in the context of the federal *Canadian Internet Cultural Content Strategy*, for an exciting new project, the Canadian Genealogy Centre. This Centre is to be a unique portal, giving access through the Internet to a multitude of genealogical resources from all parts of the country. The first year of the three year project was devoted to defining the conceptual basis of the project and developing the tools required to create the Centre. A prototype of the Web site went online in the fall of 2002, to mark the participation of interested parties in a national consultation. The National Archives is working in co-operation with the National Library of Canada and a network of partners, including provincial archival centres, the Canadian Council of Archives and user groups within the genealogical community. The virtual component of the Canadian Genealogy Centre is a response to a pressing need. According to a recent survey, 50% of Canadians would be very or somewhat interested in researching their family history.

The Portrait Gallery of Canada

In 2005-2006, the Portrait Gallery of Canada (a new institution associated with the National Archives) will open its doors, thereby making Canada the fifth country in the world to have a national institution dedicated to portraits of its citizens. The Gallery will be located at 100 Wellington Street, in Ottawa, directly across from Parliament Hill. Since its creation was announced in January 2001, arrangements have proceeded smoothly. The Gallery chose its partnership strategy and established its acquisition program, which immediately proved to be fruitful, with donations and offers to sell pouring in. A preview of the Portrait Gallery of Canada can be viewed by visiting its Web site at www.portraits.gc.ca.

Sources of New France

On May 13, 2001, the National Archives of Canada, the Archives de France and the Canadian Embassy in France announced a joint project to put more than 22,000 digital images online of documents relating to the administration of New France, from the fonds des Colonies preserved at the Centre des archives d'outre-mer, in Aix-en-Provence, France. This collaboration with the Archives de France will continue over the next two years, with the assistance of the Centre d'études acadiennes in New Brunswick and with other archival depositories. In successive phases, Canada and France will digitize a number of series of textual records, as well as maps and plans, covering the period from the first French explorations in the 16th century until the end of the French regime, in 1763. At its conclusion, this large-scale digitization process will add more than 630,000 images to the Canadian and French content on the Internet.

Other Virtual Exhibitions

Entertaining, informative and educational virtual exhibitions have recently been put online on the National Archives Web site, including sites on Expo 67, the Mackenzie King Diaries, the 1901 Census of Canada, Dieppe, and on the War Diaries of the First World War.