

BC Cities and Official Repositories:
Why Archives Matter for Accountability and the 'Right to Know'

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Legislation

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Introduction

In 2014, the Office of the Information Privacy Commissioner for British Columbia issued a special report titled “A Failure to Archive – Recommendations to Modernize Government Records Management.”¹ At the time, the Information and Privacy Commissioner for BC was Elizabeth Denham, a graduate of UBC’s first class of Master of Archival Studies program and former municipal archivist for Richmond and Calgary.² With this background in archival work, Denham articulated a strong argument for the value of archives as the “final step” of records management and a crucial part of the public’s “right to know” and access information.³ Indeed, in BC’s *Freedom of Information and Protection of Privacy Act*, the purposes in Article 2 (1) specify the spirit of the act: that access should be the default, with restrictions as the exception.⁴ Denham argues that archiving inactive records with historic value serves the public good, as it ensures information of public interest can be accessed indefinitely to serve present needs.⁵ While FIPPA provides public access to records upon request, accessing inactive records through the archives is more convenient and comes without fees for researchers.⁶ The BC Archives is better suited than government ministries to assess and act on any preservation issues and create tools to help researchers access the material.⁷ Finally, Denham states, transferring records to the archives

¹ Elizabeth Denham, “A Failure to Archive – Recommendations to Modernize Government Records Management” (Office of the Information and Privacy Commissioner for British Columbia, July 22, 2014), <https://www.oipc.bc.ca/special-reports/1664>.

² Elizabeth Denham, “Curating the Future, Preserving the Past: Graduate Education in the Information Age” (Office of the Information and Privacy Commissioner for British Columbia, February 13, 2015), <https://www.oipc.bc.ca/speeches/1756>, 2-3.

³ Denham, “A Failure to Archive,” 6.

⁴ *Freedom of Information and Protection of Privacy Act* (1996), http://www.bclaws.ca/civix/document/id/complete/statreg/96165_00.

⁵ Denham, “A Failure to Archive,” 8-9. About 3 percent of all records created by government have historic value. She cites the government use of archival health documents to litigate against tobacco companies and journalist and historian use of archival documents on the internment of Japanese-Canadians during the Second World War that lead to an apology from the government as proof of the benefit of archival documents.

⁶ *Ibid.*, 11. Under Article 24, records related to the public interest must be disclosed, and under Article 75 (5)(b) the fees for requesting records related to a matter of public interest can be waived.

⁷ *Ibid.*, “A Failure to Archive,” 9, 11.

benefits the government as well, as the creating ministry is no longer responsible for the records, so they do not need to be responsible for processing access requests to those records.⁸

This report was prompted by the discovery of over 30,000 boxes sitting in ministry storage rather than being transferred to the BC Archives, the official repository for provincial government records.⁹ In 2003, the BC Archives was shifted to under the Royal British Columbia Museum, whereas it was previously part of the core government. To make up for the lack of funding that this change brought, the BC Archives started charging a fee of \$454 per box to ministries to transfer their records. Because ministries only paid \$6.72 per year at that point to store a box in off-site storage, for over a decade, from 2003 to the release of the OIPC's report in 2014, no records had been transferred to the BC Archives. Following this report, the BC Government announced stable funding for the BC Archives to address this backlog and continue regular transfers.¹⁰

Denham's argument for the important role of archives in the continuing right to know and access records for the public is convincing. At the provincial level, records are transferred to the BC Archives. At the federal level, records are transferred to Library and Archives Canada. While Denham also mentions that municipal archives play this role at the local level of government, many municipalities do not have an official repository.¹¹ Canada is said to operate with a "total archives" system, in which archives collect both public (government) and private records, but no research exists on the prevalence of municipal archives.¹² Therefore, this paper investigates the extent to which local government records are preserved in British Columbia, focusing on cities.

⁸ Denham, "A Failure to Archive," 11.

⁹ Ibid, 6. The BC Archives is responsible for the preservation of government records with historic value.

¹⁰ "Annual Report 2014-2015" (Office of the Information and Privacy Commissioner for British Columbia, June 2015), <https://www.oipc.bc.ca/annual-reports/2172>.

¹¹ Denham, "A Failure to Archive," 6.

¹² Laura Millar, "Coming up with Plan B: Considering the Future of Canadian Archives," *Archivaria* 77 (Spring 2014): 110.

Following the findings, the history of archives and heritage in Canada will be discussed. Finally, the paper concludes with a discussion of the importance of archives for accountability, drawing on archival literature to build upon Denham's argument in "A Failure to Archive." To conclude, there is a call for the establishment of more official repositories for the preservation of municipal government records.

Methodology

This research involved determining how many archives in BC cities are an official repository for city records, with the archives having some sort of legal authority over the records created. The methodology was relatively simple, conducted through a web search using Google for "[city name]" AND "British Columbia" AND "archives." This led to navigating through city and archival institution websites to view their acquisition policies, mandates, and holdings. The research assumed that official repositories would make this clear through policy, mandate, or holdings; thus, by-laws or records management policies were only consulted when necessary. In BC, municipalities can be a town, village, district, or city, depending on their population and geographic size.¹³ Cities were chosen for the focus of this research, as they are the largest type of municipality, and therefore most likely to devote resources towards official repository.¹⁴ The research focuses on how many cities had some sort of archives in their community and how many of these archives were the official repository. The designation of archives was left very broad intentionally, including any institution (archives, museum, library, heritage society) that has an archives with any sort of historic material available for researchers.

Findings

¹³ "Municipalities in B.C.," Government of B.C., accessed November 11, 2019, <https://www2.gov.bc.ca/gov/content/governments/local-governments/facts-framework/systems/municipalities>.

¹⁴ In BC, there are 162 municipalities, of which 52 are cities, so this paper looks at just under a third of all municipalities.

This section will discuss the characteristics of the various archival institutions in cities as well as the characteristics and history of cities with official repositories. Of the 52 municipalities designated as cities in BC, 45 have some sort of archives, while only ten of these archives are the official repository for city records. A complete table is available in Appendix 1. The ten official repositories were in the cities of Burnaby, Chilliwack, Coquitlam, Delta, Nanaimo, North Vancouver, Richmond, Trail, Vancouver, and Victoria. There is some correlation between population size and having an official repository; eight of the cities with official repositories had a population over 80,000 people. Moreover, of the ten largest cities in BC, six had official repositories for city records. However, it should be noted that the City of Trail, with a population of 7,709, had an official repository whereas many larger cities did not.

Similarly, and unsurprisingly, the larger the population, the more likely that a city had an archives that was unattached from another cultural heritage institution like a museum or library. With the holdings of many local archives being part of a museum or library, the majority of their holdings have a focus on photographs, newspapers, and other genealogical records. Many are community archives, with a focus on private records. Some archives that are not the official repository for city records do still hold a municipal fonds or some municipal records, but do not receive regular accruals to the fonds or have legal authority over the records the city is currently creating. These ‘unofficial’ fonds tend to be ad hoc – a one-time donation from a particular city employee or a collection of records unearthed in a basement and subsequently transferred. For example, the City of Enderby fonds at the City of Enderby and District Museum and Archives consists of the records of the first clerk, donated in three accruals, first by their daughter (who

found city records at home), then by city employees (who later salvaged records at work), then by the Archives upon their move into the basement at City Hall.¹⁵

Of the ten official repositories, only three are not under city management. These three include the North Vancouver Museum and Archives, the Nanaimo Community Archives, and the Chilliwack Museum and Archives. Notably, the Surrey Archives and New Westminster Archives are under city management, yet are not the official repositories for city records; both are aligned with the heritage services of their city, with the city museum, rather than with a more administrative branch of local government.¹⁶ Within BC city archives in the past 15 years, there have been some changes to the structure and collection mandates of archival institutions. Coquitlam started their archives in 2013 and both the cities of Delta and Trail began managing archives that were operating as non-profit in the past five years. On the other hand, the City of Burnaby Archives, the official repository for city records, only started accepting private records in 2007.

Discussion

The result that only 10 of 52 cities have an official repository for city records, or 19.2 percent, would likely be lower if all municipalities were considered, because preliminary results show that larger cities are more likely to have an official repository. The low number of BC cities with official repositories for their city records should be concerning for citizens and records professionals alike, as this could indicate a lack of resources being put towards preserving city records with enduring value. This section will discuss the findings of this

¹⁵ Enderby and District Museum and Archives, "City of Enderby Fonds," MemoryBC, accessed November 19, 2019, <https://www.memorybc.ca/city-of-enderby-fonds>.

¹⁶ Corinne Rogers, Shamin Malmas, and Lois Enns, "Case Study 14 – City of Surrey - Policies, Guidelines and Procedures for a File Share Migration Project as Part of an Enterprise Content Management Program: Case Study Report," The InterPARES 3 Project, February 2016, http://interpares.org/ip3/display_file.cfm?doc=ip3_canada_cs14_final_report.pdf, 6.

research, contextualizing them within archival literature on the history of Canadian archives, accountability, and the importance of archival institutions.

The history of archival and other cultural heritage institutions in Canada begins to explain the lack of official repositories in BC cities. Many Canadian museums and archives were started in the twentieth century by a passionate individual. For example, the City of Vancouver Archives was spearheaded by Major Matthews, whose concern centred on the “historical significance” of items, rather than the administrative importance of records.¹⁷ Thus, although Vancouver had a city archives since 1932, it did not become the official repository for city records until after Matthews’ death in 1970.¹⁸ During the late 1960s and early 1970s, many museums and archives were established as centennial projects.¹⁹ While Canadian archives are said to follow a “total archives” model, Laura Millar noted that this model emerged in the late-nineteenth century as archives were established; at this point, there was simply a lack of government records to acquire, because the governments were too new.²⁰ The history of archives in Canada, thus, shows that a main motivator was the historical value of records, rather than their administrative or evidential qualities, which are more typically associated with government records. The late awareness of the importance of administrative records is further underscored by Valerie May Billesberger’s 1990 thesis that examined records management in BC municipalities. Billesberger found that only 27 percent of cities had a records schedule or retention plan.²¹ Therefore, a lack

¹⁷ Robin G. Keirstead, “J.S. Matthews and an Archives for Vancouver, 1951-1972,” *Archivaria* 23 (Winter 1986-1987): 87.

¹⁸ *Ibid.*, 102.

¹⁹ Jennifer Douglas, “ARST573: Archival Systems and the Profession,” class lecture at the University of British Columbia (October 3, 2018).

²⁰ Millar, “Coming up with Plan B,” 110.

²¹ Valerie May Billesberger, “Municipal Records Keeping in British Columbia: An Exploratory Survey” (Master’s Thesis, University of British Columbia, 1990), <https://open.library.ubc.ca/cIRcle/collections/ubctheses/831/items/1.0097971>, 58. About a third of all municipalities had a records schedule, broken down to 36 percent of villages, 38 percent of towns, and 32 percent of districts.

of public records in archives reflects not only a historical preference in institutions towards private records, but also a historic failing of systematic records management in local governments.

In the late 1980s, archival literature turned its attention to the role of the archives and archivists in relation to the advent of access to information and protection of privacy legislation. The role of archives in holding governments of the past accountable was celebrated, with J. M. Dirks commenting that archives are often the public face and “front line of accountability” within government administration.²² Similarly, Terry Eastwood discussed the power of aggregations of archival documents to offer a more full account than any one person could.²³ At this time, there was also some fear that archivists would lose their roots and focus on history, instead becoming *Nineteen Eighty-Four*-style “archivist-administrators.”²⁴ Indeed, both Patrick A. Dunae in 1984 and Dirks in 2004 argued for the importance balancing archival resources between access to records for present issues and preservation of records for tomorrow’s issues.²⁵

The need to balance the past, present, and future is an issue for archival institutions. Dunae and Eastwood stated the need for a balance between authority and independence for public archives. Dunae argued that archivists must have a degree of “distance” from bureaucracy, removed from the “powers of funding and authority.”²⁶ Eastwood notes that archives found in the executive branch of government can be in a poor position to oppose any sub-standard recordkeeping practices.²⁷ Therefore, when it comes to acquiring government

²² Dirks, 49.

²³ Terry Eastwood, “Archives, Democratic Accountability, and Truth,” in *Better off Forgetting?: Essays on Archives, Public Policy, and Collective Memory* (Toronto: University of Toronto Press, 2010), 156.

²⁴ Patrick A. Dunae, “Archives and the Spectre of 1984: Bolotenko Applauded,” *Archivaria* 17 (Winter 1984): 288.

²⁵ *Ibid*; J.M. Dirks, “Accountability, History, and Archives: Conflicting Priorities or Synthesized Strands?,” *Archivaria* 57 (2004): 49.

²⁶ Dunae, 290.

²⁷ Eastwood, 154.

records, the archives must be close enough to power to have the legal authority to appraise any records that have met their retention, but still maintain enough independence to hold that body accountable. This is especially true now with born-digital records, which are less resistant to neglect than paper records; with born-digital records, archivists need to be involved in preservation decisions from the moment they are created, if not before. As governments and archives move towards the future and born-digital records increase, it will be more important than ever before to consider what happens to records after disposition at the moment of their creation. If the approximately three percent of records created by government that have lasting historic value are not monitored throughout their life cycle, by time they meet their disposition, it may be too late to retrieve their content and context to preserve them in the archives.²⁸

With the current state of archives in BC cities, there is no single way that this balance between independence and authority is met. As this paper found, in the majority of cities, archives are completely independent from the administration of the city and have no authority to collect city records. Among the cities with official repositories, while most are under city management, three are independent not-for-profit societies with agreements to acquire inactive records. For example, the Chilliwack Museum and Archives has the right to appraise any city records slated for destruction under the city's records management bylaw.²⁹ Even though most official repositories are integrated with city administration, merely being part of a city does not grant the authority over city records, as is the case in Surrey and New Westminster, as discussed earlier. Moving forward, cities should be considering how agreements with their local archives

²⁸ Several cities (for example, Nelson and Williams Lake) have regularly released electronic documents available on their websites in a section called the "Archive Centre." These are not archives in the sense of how the word is being used in this paper, they are collections of documents available through their website.

²⁹ "Chilliwack Municipal Government Fonds," Chilliwack Museum and Archives, accessed November 22, 2019, <https://chilliwack.pastperfectonline.com/archive/713499A1-1F88-469C-9873-141112313288>.

or establishing new archives within their cities can be arranged in order to provide continuing access to the records of government.

An archival institution with the legal authority to collect the records of government is the best way to ensure citizens have continuing access to information in the spirit of FIPPA. An official repository is both more suitable for the authenticity of records as well as the efficiency of government. As Luciana Duranti has argued, archives have traditionally provided an authenticating function as documents cross the “archival threshold.”³⁰ Archives preserve that authenticity through physical and intellectual measures.³¹ Duranti argues for the importance of transferring records to a third party, stating that individuals account for their actions through their records, and leaving those records in their possession past the time in which they need them creates a possible conflict of interest when it comes time to hold them to account.³² Archival theory holds that archives are impartial, in that they were not created to answer the questions that we currently ask of them.³³ The records, therefore, should be transferred to a “third party,” that can provide “transparency of records preservation, security and stability.”³⁴ Furthermore, as Duranti argues, accountability depends on the ability of people “to exercise their right of scrutiny,” and that they should not have to “discover” what records are created and whether they are kept.³⁵ This, the context of inactive records and their authenticity, can and should be ensured by the archival institution, not the government itself.

³⁰ Luciana Duranti, “Archives as a Place,” *Archives & Manuscripts* 24, no. 2 (1996): 3.

³¹ *Ibid*, 8-9.

³² *Ibid*, 14.

³³ Terry Eastwood, “What Is Archival Theory and Why Is It Important?,” *Archivaria* 37 (1994): 127-28. Eastwood describes the five characteristics of archives in this article. In addition to impartiality, archives are also authentic (created for an act and kept by “legitimate successors”), natural (created in the course of usual activity), interrelated (accumulated in groups for the purposes that they were created) and unique (have a unique place amongst other records, despite even exact duplication of content).

³⁴ Duranti, 14. Transparency of records preservation is through archivists as a profession. Security of the records means that the records cannot be altered. Stability means that the context of the record remains intact and clear.

³⁵ *Ibid*, 18.

It is not just the citizens concerned with access to information and historical accountability that should be concerned about the lack of official repositories for city records. As time goes on, the burden of inactive records will build in all municipalities. As Denham's report, "A Failure to Archive," argued, regular transfers of inactive to an official repository can be an efficient way for the government to make information available to the public without the burden of handling access requests through FIPPA. Even if records have met their disposition, if the public body retains them, they are still under their custody and control under FIPPA Article 3 (1). Cities without official repositories are thus faced with a dilemma of destroying records that have met their retention, even if they may have historic value, or retaining them and continuing to make them available through access requests. Transferring records to a city archives solves this problem.

Conclusion

As Denham argued, archives are an efficient and convenient way to make information and records accessible to the public, consistent with the spirit of FIPPA. Archivists and archives specialize in preserving, organizing, and making accessible the records that have continuing value to the public. However, this research found that only ten of 52 BC cities have an official repository for their records, and discussed the characteristics of these repositories. By looking at the development of archives, the reasons for this gap became clear. However, the value for archives for government accountability and authenticity of records also became clear. Therefore, it is in the public's interest that municipalities invest resources in preserving records with enduring value according to archival theory and practice. If having an official repository is not feasible, then these cities should be looking to better integrate archival principles and practices into their records management to preserve the ongoing authenticity of records. Still, it is in the

interest of government efficiency to transfer historic records to an archives. Federal and provincial bodies concerned with maintaining heritage and accountability throughout their regions should be pushing cities towards establishing official repositories. As citizens of these cities, we should also be pushing for the preservation of records that tell the story of decision making in our cities. Leaving our documentary heritage up to chance on a server or in a basement only guarantees that what future generations know about today is left up to chance.

Appendix 1

City	Population ³⁶	Name of Archives	Official repository
Abbotsford ³⁷	141,397	The Reach	No
Armstrong ³⁸	5,114	Armstrong Spallumcheen Museum and Art Gallery	No
Burnaby ³⁹	232,755	City of Burnaby Archives	Yes
Campbell River ⁴⁰	32,588	Campbell River Museum & Archives	No
Castlegar ⁴¹	8,039	Castlegar Station Museum	
Chilliwack ⁴²	83,788	Chilliwack Museum and Archives	Yes
Colwood ⁴³	16,859	None	N/A
Coquitlam ⁴⁴	139,284	City of Coquitlam Archives	Yes
Courtenay ⁴⁵	25,599	Courtenay and District Museum and Palaeontology Centre	No
Cranbrook ⁴⁶	20,047	Cranbrook Archives	No
Dawson Creek ⁴⁷	12,178	Klondike History Library & Archives	No
Delta ⁴⁸	102,238	Delta Archives	Yes

³⁶ “Summary of Regional Districts,” Statistics Relating to Regional and Municipal Governments in BC (BC Ministry of Municipal Affairs and Housing, 2019), https://www2.gov.bc.ca/assets/gov/british-columbians-our-governments/local-governments/finance/local-government-statistics/regional_stats19_summary.pdf.

³⁷ “Collections and Research,” The Reach, accessed November 24, 2019, <https://www.thereach.ca/research-and-collections/>.

³⁸ “Archives,” Armstrong Spallumcheen Museum and Art Gallery, accessed November 24, 2019, <http://armstrongspallmuseumart.com/archives/>.

³⁹ “Burnaby Archives,” City of Burnaby, accessed November 24, 2019, <https://www.burnaby.ca/About-Burnaby/About/History/Burnaby-Archives.html>.

⁴⁰ “Campbell River Museum and Archives,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/campbell-river-museum-and-archives>.

⁴¹ City of Castlegar, “Bylaw 620: A Bylaw to Provide for the Retention, Storage and Disposition of Municipal Records,” May 7, 1996, <https://www.castlegar.ca/dmsdocument/686>.

⁴² “Chilliwack Municipal Government Fonds,” Chilliwack Museum and Archives, accessed November 22, 2019, <https://chilliwack.pastperfectonline.com/archive/713499A1-1F88-469C-9873-141112313288>.

⁴³ “Colwood Firefighters Showcase Their Museum for Museum Selfie Day,” *City of Colwood* (blog), accessed November 24, 2019, <https://www.colwood.ca/news-events/news/2015-01-21-000000/colwood-firefighters-showcase-their-museum-museum-selfie-day>.

⁴⁴ “City of Coquitlam Archives,” City of Coquitlam, accessed November 24, 2019, <https://www.coquitlam.ca/city-hall/City-Government/archives.aspx>.

⁴⁵ “Courtenay and District Museum and Palaeontology Centre,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/courtenay-and-district-museum-and-palaeontology-centre>.

⁴⁶ “Cranbrook Archives,” Cranbrook History Centre, accessed November 24, 2019, <https://www.cranbrookhistorycentre.com/attractions/archives/>.

⁴⁷ “Klondike History Library & Archives,” Dawson City Museum, accessed November 24, 2019, <http://www.dawsonmuseum.ca/archives/>.

⁴⁸ “Delta Archives,” City of Delta, accessed November 24, 2019, <http://www.delta.ca/discover-delta/archives>.

Duncan ⁴⁹	4,944	Cowichan Valley Museum Archives	No
Enderby ⁵⁰	2,964	Enderby & District Museum & Archives	No
Fernie ⁵¹	5,249		
Fort St. John ⁵²	20,155	Fort St. John North Peace Museum	No
Grand Forks ⁵³	4,049	Boundary Museum	No
Greenwood ⁵⁴	665	Greenwood Museum, Archives, and Visitor Centre	No
Kamloops ⁵⁵	90,280	Kamloops Museum and Archives	No
Kelowna ⁵⁶	127,380	Kelowna Public Archives	No
Kimberley ⁵⁷	7,425	Kimberly Heritage Museum	No
Langford ⁵⁸	35,342		
Langley ⁵⁹	25,888	Langley Centennial Museum	No
Maple Ridge ⁶⁰	82,256	Maple Ridge Museum & Community Archives	No
Merritt ⁶¹	7,139	Nicola Valley Museum and Archives	No
Nanaimo ⁶²	90,504	Nanaimo Community Archives	Yes
Nelson ⁶³	10,572		

⁴⁹ “What Is an Archive?,” Cowichan Valley Museum and Archives, accessed November 24, 2019, <http://www.cowichanvalleymuseum.bc.ca/archives/index.html>.

⁵⁰ Enderby and District Museum and Archives.

⁵¹ “Fernie Museum,” Tourism Fernie, accessed November 24, 2019, <https://tourismfernie.com/activities/attractions/museum>.

⁵² “About Us,” Fort St. John North Peace Museum, accessed November 24, 2019, <https://www.fsjmuseum.com/>.

⁵³ “Boundary Museum Society,” Boundary Museum, accessed November 24, 2019, <http://boundarymuseum.com/boundary-museum-society/>.

⁵⁴ “Greenwood Museum,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/greenwood-museum>; “About Us,” Greenwood Museum and Visitor Centre, accessed November 24, 2019, <http://www.greenwoodmuseum.com/about>.

⁵⁵ “Kamloops Museum and Archives,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/kamloops-museum-and-archives>.

⁵⁶ “Kelowna Public Archives,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/kelowna-public-archives>; “Kelowna Public Archives,” Kelowna Museums, accessed November 24, 2019, <https://www.kelownamuseums.ca/archives/kelowna-public-archives-2/>.

⁵⁷ “About,” Kimberley Heritage Museum, accessed November 24, 2019, http://kimberleyheritagemuseum.blogspot.com/p/about_28.html.

⁵⁸ “Property Records,” City of Langford, accessed November 24, 2019, <https://www.langford.ca/EN/meta/city-hall/property-information.html>.

⁵⁹ “Langley Centennial Museum,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/langley-centennial-museum>.

⁶⁰ “About Us,” Maple Ridge Museum, accessed November 24, 2019, <https://mapleridgemuseum.org/about-us/the-museums/>.

⁶¹ Nicola Valley Museum and Archives, “City of Merritt Fonds,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/city-of-merritt-fonds>.

⁶² “Home,” Nanaimo Archives, accessed November 24, 2019, <http://www.nanaimoarchives.ca/>.

⁶³ “Archive Centre,” City of Nelson, accessed November 24, 2019, <https://www.nelson.ca/Archive.aspx>.

New Westminster ⁶⁴	70,996	New Westminster Archives	No
North Vancouver ⁶⁵	52,898	North Vancouver Museum and Archives	Yes
Parksville ⁶⁶	12,514	Craig Heritage Park Museum & Archives	No
Penticton ⁶⁷	33,761	Penticton Archives	No
Pitt Meadows ⁶⁸	18,573	Pitt Meadows Museum and Archives	No
Port Alberni ⁶⁹	17,678	Alberni District Historical Society and Community Archives	No
Port Coquitlam ⁷⁰	58,612	Port Coquitlam Museum and Archives	No
Port Moody ⁷¹	33,551	Port Moody Station Museum	No
Powell River ⁷²	13,157	Powell River Historical Museum and Archives	No
Prince George ⁷³	74,003	The Exploration Place	No
Prince Rupert ⁷⁴	12,220	Prince Rupert City & Regional Archives	No
Quesnel ⁷⁵	9,879	Quesnel & District Museum and Archives	No
Revelstoke ⁷⁶	7,547	Revelstoke Museum and Archives	No

⁶⁴ “City of New Westminster Fonds,” New Westminster Archives, accessed November 24, 2019, http://archives.newwestcity.ca/results.aspx?results.aspx?QB0=AND&QF0=PartOf&QI0=%22City%20of%20New%20Westminster%20fonds%22&QB1=AND&QF1=DescriptionLevel&QI1=Fonds/Collection&TN=internet&RF=WebFond&DF=WebFond&AC=QBE_QUERY.

⁶⁵ “About the North Vancouver Museum & Archives,” North Vancouver Museum and Archives, accessed November 24, 2019, <https://nvma.ca/about/about-the-organization/#commission>.

⁶⁶ “Craig Heritage Park Museum and Archives,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/craig-heritage-park-museum-and-archives>.

⁶⁷ “Museum and Archives,” City of Penticton, accessed November 24, 2019, <http://www.pentictonmuseum.com/>.

⁶⁸ “Archives,” Pitt Meadows Museum, accessed November 24, 2019, <http://www.pittmeadowsmuseum.com/archives>.

⁶⁹ “Archives and Online Resources,” City of Port Alberni, accessed November 12, 2019, <https://www.portalberni.ca/archives-and-online-resources>.

⁷⁰ “About PoCo Heritage,” PoCo Heritage, accessed November 24, 2019, <https://pocoheritage.org/about-3/>.

⁷¹ “Research and Reproduction Services,” Port Moody Station Museum, accessed November 24, 2019, http://portmoodymuseum.org/about_us/research-reproduction-services/.

⁷² “Powell River Historical Museum and Archives,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/powell-river-historical-museum-and-archives>.

⁷³ “City of Prince George Fonds,” E.F. Ted Williams History Centre, accessed November 24, 2019, http://appserve.noratek.com/pls/cats_web/cats_web.display_fonds?RADID=1022.

⁷⁴ “Home,” Prince Rupert City and Regional Archives, accessed November 24, 2019, <https://princerupertarchives.ca/>.

⁷⁵ “Fonds List,” Quesnel and District Museum and Archives, accessed November 24, 2019, <http://www.quesnelmuseum.ca/fondslist.html#Q>; “Archival Holdings,” Quesnel and District Museum and Archives, accessed November 24, 2019, <http://www.quesnelmuseum.ca/ArchivalHoldings.html>.

⁷⁶ “Amenities,” Revelstoke Museum and Archives, accessed November 24, 2019, <http://www.revelstokemuseum.ca/new-page-1>.

Richmond ⁷⁷	198,309	City of Richmond Archives	Yes
Rossland ⁷⁸	3,729	Rossland Museum Archives	No
Salmon Arm ⁷⁹	17,706	Salmon Arm Museum and Heritage Association	No
Surrey ⁸⁰	517,887	Surrey Archives	No
Terrace ⁸¹	11,643	Terrace Regional Historical Society	No
Trail ⁸²	7,709	Trail City Archives	Yes
Vancouver ⁸³	631,486	City of Vancouver Archives	Yes
Vernon ⁸⁴	40,116	Greater Vernon Museum & Archives	No
Victoria ⁸⁵	85,792	City of Victoria Archives	Yes
West Kelowna ⁸⁶	32,655	Westbank Museum	No
White Rock ⁸⁷	19,952	White Rock Museum & Archives	No
Williams Lake ⁸⁸	10,753		

⁷⁷ “About the Archives,” City of Richmond, accessed November 24, 2019, <https://www.richmond.ca/cityhall/archives/about/about.htm>.

⁷⁸ Rossland Museum and Discovery Centre, “City of Rossland Fonds,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/city-of-rossland-fonds>; “Archives,” Rossland Museum and Discovery Centre, accessed November 24, 2019, <https://www.rosslandmuseum.ca/research>.

⁷⁹ “Who We Are,” R.J. Haney Heritage Village and Museum, accessed November 24, 2019, <https://www.salmonarmmuseum.org/joinustoo.htm>; “Archive Centre,” City of Salmon Arm, accessed November 24, 2019, <http://www.salmonarm.ca/Archive.aspx>.

⁸⁰ Corinne Rogers, Shamin Malmas, and Lois Enns, “Case Study 14 – City of Surrey - Policies, Guidelines and Procedures for a File Share Migration Project as Part of an Enterprise Content Management Program: Case Study Report,” The InterPARES 3 Project, February 2016, http://interpares.org/ip3/display_file.cfm?doc=ip3_canada_cs14_final_report.pdf.

⁸¹ “Constitution,” Terrace Regional Historical Society, accessed November 24, 2019, <http://www.terracelibrary.ca/trhs/constitution.html>; “Helpful Links,” City of Terrace, accessed November 24, 2019, <https://www.terrace.ca/helpful-links>.

⁸² “Trail City Archives,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/trail-city-archives>; “Trail Historical Society,” City of Trail, accessed November 24, 2019, <http://www.trail.ca/en/play/trail-historical-society.asp>.

⁸³ City of Vancouver Archives, “City of Vancouver Archives Acquisition Policy,” May 27, 2019, <https://vancouver.ca/files/cov/archives-aquisition-policy.pdf>.

⁸⁴ “Greater Vernon Museum and Archives,” MemoryBC, accessed November 24, 2019, <https://www.memorybc.ca/greater-vernion-museum-and-archives>; “About the Archives,” The Greater Vernon Museum and Archives, accessed November 24, 2019, <http://vernonmuseum.ca/archives.html>.

⁸⁵ “What’s in the Archives,” City of Victoria, n.d., <https://www.victoria.ca/EN/main/residents/archives/what-s-in-the-archives.html>.

⁸⁶ “About Us,” Westbank Museum, accessed November 24, 2019, <http://westbankmuseum.com/about-us-2/>.

⁸⁷ “About the Archives,” White Rock Museum and Archives, accessed November 24, 2019, <http://www.whiterockmuseum.ca/explore/the-archives/#About>.

⁸⁸ “Archive Centre,” City of Williams Lake, accessed November 24, 2019, <https://www.williamslake.ca/Archive.aspx>; “FOIPPA Requests for Information,” City of Williams Lake, accessed November 24, 2019, <https://www.williamslake.ca/667/FOIPPA-Requests-for-Information>.

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