

# Municipal archives examples across Canada

## City of Edmonton Archives



**Vision:** "The City of Edmonton Archives is the steward of Edmonton's history through the preservation of and provision of access to authentic and trustworthy records of the Corporation, citizens, local organizations and businesses."

Records date from 1892. Includes more than 750 private collections to "ensure that Edmonton's social, political, and cultural history is preserved."

**Location:** Located within the Prince of Wales Armouries Heritage Centre.

**Getting there:** Free parking, close to major bus routes and the LRT

**Hours (pre-pandemic):** 8:30 – 4:30 + Wednesday evening until 8:00

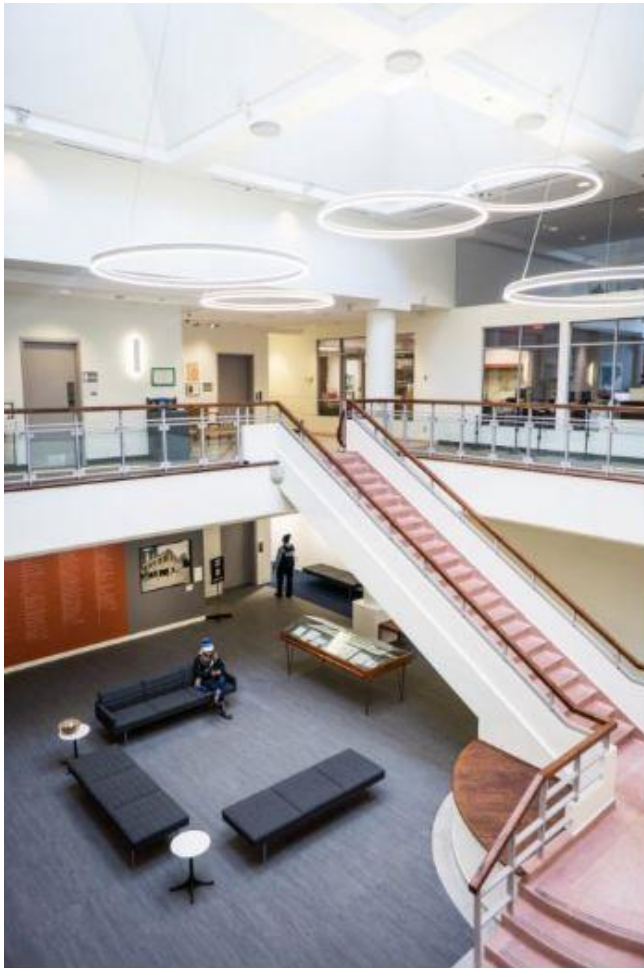
Storage vaults currently undergoing environmental systems updates.

**Website:**

[https://www.edmonton.ca/city\\_government/edmonton\\_archives/city-of-edmonton-archives.aspx](https://www.edmonton.ca/city_government/edmonton_archives/city-of-edmonton-archives.aspx)



# City of Toronto Archives



**Message from the City Clerk (2017):** Archival Services is an important contributor to the success of the City Clerk's Office. When it comes to transformation, the Archives provided a highly visible example with its first floor renovations in 2016... Thus, the Archives atrium and theatre have been altered and enhanced to present a more welcoming and accessible environment for visitors, and to provide an improved capacity for exhibits and events. I am particularly pleased with the fact that a community engagement wall has been added to the space. In addition, the completely renovated theatre allows us to enhance our educational programs and will provide opportunities for community use.

The Archives has taken a leadership role in creating an environment which fosters partnerships and collaboration with the community.



**Getting there:** Free and paid parking, close to major bus routes and the subway.

**Hours (pre-pandemic):** M-F: 9:00 – 4:30 + Saturdays 10:00 – 4:30

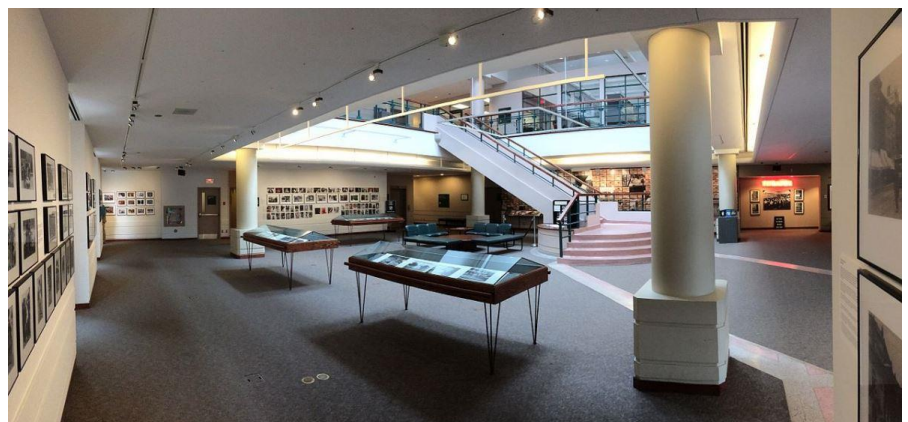
**Renovations:** 2016

**Website:**

<https://www.toronto.ca/city-government/accountability-operations-customer-service/access-city-information-or-records/city-of-toronto-archives/>

**Video:**

<https://www.youtube.com/watch?v=7cjXmHrkSrE&feature=youtu.be>



# City of Vancouver Archives



**Located:** In Vanier Park – the first purpose-built archives in Canada (1972).

**Getting there:** Free and paid parking, Close to major bus routes, ferry and SkyTrain. On a popular cycling and walking route.

**Hours (pre-pandemic):**  
M-F: 9:00 – 5:00

**Renovations:** In 2017, obtained an additional 12,000 square feet of warehouse space; new frozen vault built; functional program review completed for relocation of archives.

## Friends of the City of Vancouver City Archives Society:

Fundraises, sells memberships and operates a RedBubble online shop. <https://fovca.com/> and <https://www.redbubble.com/people/FOVCA/shop>

## Website:

<https://vancouver.ca/your-government/city-of-vancouver-archives.aspx>

## Virtual tour:

<https://www.youtube.com/watch?v=UI46AdvoAOI&feature=youtu.be>

**From the City of Vancouver Archives Acquisition Policy:** Criteria for records selection and retention include:

- ◆ the need to support the City's continuing legal, financial or moral obligations
- ◆ the need to establish the City's rights against other parties
- ◆ the need to establish individual citizen's rights against the City
- ◆ the need to preserve corporate memory and evidence of significant City activities
- ◆ the presence of documentary evidence of significant historical events in the records
- ◆ the presence of unique or valuable information in the records



# City of Ottawa Archives



**From the City of Ottawa Archives corporate mandate:** *Under the Ontario Municipal Act, 2001, municipalities have an obligation to retain, preserve in a secure manner, and provide public access to municipal records that provide an accurate record of business functions and transactions to encourage effective governance, transparency, and accountability.*

*The former City of Ottawa created an archives program in 1976, in part to meet this legislated requirement. The current program contributes to the Corporation's administrative efficiency as well as the cultural, social, and economic advancement of the City as a free and democratic society.*

**Located:** Central Archives - James K. Bartleman Centre

**Getting to the Central Archives:**  
Free parking. Bus routes. Will be linked to a future transit station.

**Hours (pre-pandemic):**  
T-F: 9:00 - 4:00; Saturday: 10-5

**Renovations:** "The Central Archives has 4 climate-controlled vaults, a conservation lab and a gallery. This state-of-the-art facility opened to the public in June 2011, and won the Ontario Association of Architects Award for Design excellence in May 2012. It received LEED Gold certification in the same year."

**Website:**

<https://ottawa.ca/en/arts-heritage-and-events/city-ottawa-archives>

**Virtual tour:**

<https://www.youtube.com/watch?v=SRcFaj3qqVc>



# City of Winnipeg Archives



**“City archives a national embarrassment”**

*Winnipeg Free Press, Dec 15, 2016*

**“It’s a sorry state’: Historians say Winnipeg’s archive needs upgrade to preserve irreplaceable collection”**

*CBC, Sept 08, 2018*

**Location:** Located in an industrial district within an inadequate warehouse described as a “metal shed.”

**Getting there:** Infrequent transit. Limited paid parking.

**Hours (pre-pandemic):**  
8:30 – 4:30 M-F.

**Website:**

<https://winnipeg.ca/clerks/toc/archives.stm>



**2013 renovations to provide state-of-the art facility ended in disaster. Since then:**

**Researcher room:** *Not open to groups or tours.*

**Workspace:** *Too limited. Staff unable to perform basic functions of conservation and preservation.*

**Humidity and temperature control:** *None. Records at risk of deterioration.*

**Decline in visitors:** *Since 2013, visitors to the archives have declined by 75%.*

**Warehouse space:** *Full.*