

**COMMUNITY HERITAGE COMMISSION**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: CITY OF BURNABY ARCHIVES 2009 ANNUAL REPORT**

**RECOMMENDATION:**

1. THAT Council receive this report for information.

**REPORT**

The Community Heritage Commission, at its meeting held on 2010 February 04, received and adopted the attached report presenting the 2009 Annual Report of the City of Burnaby Archives.

Respectfully submitted,

Councillor Colleen Jordan  
Chair

Councillor Anne Kang  
Vice Chair

Councillor Richard Chang  
Member

Copy: City Manager
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**TO:** CHAIR AND MEMBERS  
COMMUNITY HERITAGE COMMISSION

**DATE:** 2010 January 20

**FROM:** MUNICIPAL ARCHIVIST

**FILE:** 2410-20  
*Reference: Community Heritage  
Commission*

**SUBJECT: CITY OF BURNABY ARCHIVES 2009 ANNUAL REPORT**

**PURPOSE:** To present the 2009 Annual Report of the City of Burnaby Archives

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**RECOMMENDATION:**

1. **THAT** this report be received for information

**REPORT**

**INTRODUCTION**

2009 has proven to be another productive and successful year at the City of Burnaby Archives – with record high research requests being logged throughout the year and rapidly expanding resources being compiled and made available to the public online. Under the guidance of the Community Heritage Commission and with the support of City Council, this year saw a wealth of new material organized, arranged and consolidated into [www.heritageburnaby.ca](http://www.heritageburnaby.ca).

While the digitization of our assets remained a priority throughout 2009, the City Archives was busy with all areas of operation and the following report provides a brief summary of our achievements this year.

**ARCHIVAL RECORDS PROGRAM**

The City of Burnaby Archives – a branch of the Office of the City Clerk – is responsible for the management and retention of the city's corporate and civic memory. No act or current function of the city can occur without some reference to events or actions in the past. Whether it is planning for future development or maintaining social and community services, the city could not fulfill its mandate without having the knowledge of what has transpired or the ability to furnish evidence of these activities. This knowledge and evidence is made manifest through our records. Burnaby's archival records management program not only serves the city, but more importantly, it acts as a vital safeguard for our citizens – promoting responsible, transparent and accountable government. The City of Burnaby Archives acts as a steward over these records – protecting them and making them accessible to the community at large. In addition to

maintaining the official records of the City, in 2006 the Archives was granted the authority to expand its mandate to include records created by private organizations, groups and individuals which supplement the city records in order to tell the more complete story of the history and development of Burnaby.

In February, the Archives launched a remarkable new tool for researchers and citizens of Burnaby, called the Burnaby Exchange. This interactive feature allows unprecedented access to the archives' online photograph collection and gives users the opportunity to comment, question and exchange information with staff and other researchers online. The photograph collection has grown to include more than 20,000 images – over 10,000 of which can be viewed online.

This year, Archive staff were able to improve accessibility to our resources and the following projects were completed:

- 3000 additional photographs from the City Archives collection were scanned, described and prepared to be made available online;
- Over 1000 files, items and records from the Burnaby Historical Society Community Archives were described and indexed online;
- Over 1000 photographs comprising the Burnaby Village Museum photograph collection were scanned and made available online.

Our archival records and digitization program has been so successful that in 2009 we were also able to apply for and receive a federal grant to create a new phase of website development which will be launched in early 2010. Known as the Archival Community Digitization Program, this grant – sponsored by the Department of Canadian Heritage – makes funding available to the archival community to develop unique, digitized, online cultural content. Library and Archives Canada administers the funding process for the archival community through the Canadian Council of Archives.

Our digitization project and website also garnered attention at the provincial level and in April, Archives' staff were asked to lead seminars at both the Archives Association of British Columbia Annual Conference and the British Columbia Library Association's Provincial Conference. These well-attended sessions offered the archival and library communities the opportunity to explore the work we have done in Burnaby to create a comprehensive and consolidated website of heritage resources.

## **PUBLIC PROGRAMMING**

In addition to work on our website, the City Archives has also had a busy year with a new series of public programming that showcased Burnaby's archival holdings. In February, June and November, the Archives hosted a series of open house events that invited the public to come view slideshows, presentations of archival photographs and displays of artifacts and records dealing with themes such as "School Days" and "Burnaby Remembers." These events have been

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From: Municipal Archivist  
Re: City of Burnaby Archives 2009 Annual Report  
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consistently well-attended and well-received and will continue to be a feature of the archives' public programming in the years to come.

2009 also saw a spike in researcher requests – up a further 25% over our previous year. The Heritage Burnaby website has proven to be a well-used and popular site with close to 10,000 visitor hits in its first year alone. The resources that have been provided to allow a TFT archival assistant position for the year have been integral to the success of our public programming and projects throughout 2009 and with the continued support of the Community Heritage Commission and City Council, we look forward to building on these successes in 2010.

## CONCLUSION

Building upon the successes of previous years, plans for programming in 2010 include the completion of the Burnaby Village Museum photograph description project and the launch of the Charting Change Interactive Atlas of Burnaby's Heritage. In addition, infrastructure works will be planned as the need for expansion has resulted from the current storage capacity at the archives reaching its limits. The potential offered by compact shelving will allow the most efficient use of space while maintaining our current footprint and striving to follow LEED standards for renovations.

The City of Burnaby Archives has as its core mission the protection, preservation and promotion of the vital heritage resources that document the growth, development and changing nature of our community. With ongoing support, we will endeavour to continue this work throughout the year to come and well into the future.

Respectfully submitted,



Arilea Sill  
MUNICIPAL ARCHIVIST

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