

File No.: 04-1000-20-2020-161

March 17, 2020

s.22(1)

Dear s.22(1)

Re: **Request for Access to Records under the Freedom of Information and Protection of Privacy Act (the "Act")**

I am responding to your request of February 29, 2020 for:

- 1) **All email correspondence exchanged between the City of Vancouver Freedom of Information Office and City of Vancouver Archives between February 21, 2020 and March 5, 2020, and**
- 2) **Finding aid for the following date ranges:**
 - a. **Vancouver Sun**
August/September 1952
October 1953
March/April 1963
April/May 1964
 - b. **The Province**
November/December 1944
August/September 1945
September/October 1953
April 1966
March/April 1969

For part one of your request, all responsive records are attached.

For part two of your request,

- a. The Archives began the finding aid work with Vancouver Sun negatives dating 1966. The in-progress finding aid contains one file/photo shoot entry* from April 1964, as it was found misfiled in a box of negatives dating from 1969. *See record enclosed.
- b. The Archives have not started creating a finding aid for the Province negatives.

Under section 52 of the Act, and within 30 business days of receipt of this letter, you may ask the Information & Privacy Commissioner to review any matter related to the City's response to your FOI request by writing to: Office of the Information & Privacy Commissioner, info@oipc.bc.ca or by phoning 250-387-5629.

If you request a review, please provide the Commissioner's office with: 1) the request number (#04-1000-20-2020-161); 2) a copy of this letter; 3) a copy of your original request; and 4) detailed reasons why you are seeking the review.

Yours truly,

Cobi Falconer, Acting Director, for



Barbara J. Van Fraassen, BA
Director, Access to Information & Privacy

*Barbara.vanfraassen@vancouver.ca
453 W. 12th Avenue Vancouver BC V5Y 1V4*

*If you have any questions, please email us at foi@vancouver.ca and we will respond to you as soon as possible. Or you can call the FOI Case Manager at 604.871.6584.

Encl.

:dp

From: [Gordon, Heather](#)
To: [Freedom of Information Office](#)
Subject: Re: FOI Request - Question for Heather
Date: Wednesday, February 26, 2020 7:54:16 PM

Hi Annie,

You are correct. FIPPA does not apply to the records in the Archives that were donated by a private-sector organization or individual. See Section 3(1)(g) of the Act that states "This Act applies to all records in the custody or under the control of a public body, including court administration records, but does not apply to . . . material placed in the archives of a public body by or for a person or agency other than a public body".

The FOI process can be used to access City records in the Archives' custody, but not records donated by the private sector. So yes, access in this case is determined according to the Archives' policy and procedures, and the information my staff member has provided to the requestor is an accurate reflection of our policy.

Please let me know if you need anything further.

Best,
Heather

From: Freedom of Information Office
Sent: Wednesday, February 26, 2020 4:56:55 PM
To: Gordon, Heather
Subject: FOI Request - Question for Heather

Hi Heather,

Some time ago we referred an applicant to the Archives when they requested the following information:

- *High resolution scan of all photographic negatives depicting tattooing, tattoo artists, and tattoo businesses taken by photographer Ray Allen and published in the Vancouver Sun on 26 March 1971 (page 6a) that are part of the Vancouver Sun newspaper photograph library that was donated to the City of Vancouver Archives by Postmedia in 2018. Please include all supplement documentation included with these images, such as notes, copies of envelopes they are contained in, etc.*

The Archives responded as follows:

"As you've correctly noted, the City of Vancouver Archives received the Postmedia donation of the Vancouver Sun and Province newspaper photograph library in 2018. However, the donation, which consists of about five million negatives in total, represents years of work for staff and while

initial archival processing is underway, the material is not yet available for public access. Unfortunately, for now, the Archives is unable to provide further details for any 1971 photographs within the Postmedia collection. You would be welcome to check back in with us farther into your book project, though at this point I am unable to provide a more specific timeline of when the Postmedia negatives will be available."

This applicant has come back to us wanting to obtain the information through FOI. Can you confirm that the information (if it were available) would be provided through the Archives, rather than as an FOI request? We just want to get back to the applicant again with an appropriate response.

Thanks Heather,

Annie Goodwyne

FOI Clerk

Access to Information & Privacy, City of Vancouver

From: [Gordon, Heather](#)
To: [Freedom of Information Office](#)
Subject: RE: FOI Request: Our File No. 2020-161 - Question for Heather Gordon
Date: Wednesday, March 04, 2020 3:04:26 PM
Sensitivity: Confidential

Hello Cobi,

The latest date is December 30, 1969, but we are currently working on negatives from a gap that dates from May 29, 1968 to December 20, 1968. We'll be describing files in that gap before moving on to anything from 1970 or later.

Regards,
Heather

From: Freedom of Information Office
Sent: Wednesday, March 04, 2020 12:25 PM
To: Gordon, Heather
Cc: Freedom of Information Office
Subject: FOI Request: Our File No. 2020-161 - Question for Heather Gordon
Sensitivity: Confidential

Heather, thank you for explaining to me over the phone that the accession file does not contain a finding aid containing information about photographs and photoshoots. You also mentioned the finding aid is in draft form and still being developed and is also not in date scope of version 1 below. **The applicant requesting the information below would like to know what date the draft file aid is up to as of today's date.**

Thanks!
Cheers,
Cobi

From: Falconer, Cobi
Sent: Monday, March 02, 2020 2:43 PM
To: Gordon, Heather
Cc: Freedom of Information Office
Subject: FOI Request: Our File No. 2020-161 - Request for Records - due March 10
Importance: High
Sensitivity: Confidential

Heather I have been communicating with this applicant and mistakenly stated that the accession list and finding aid is considered archival which it is not (version 1). The applicant has clarified their request to version 2 which I think is archival and not FOI. Can you let me know if that is accurate and whether we can produce records for part 1? Thank you!

Cobi

FOI OFFICE REQUEST FOR RECORDS		
FOI File Number	2020-161	Use this File Number for all Correspondence please.
Records Requested	<u>Version 1</u> Accession list and in progress finding aid for all photographs dated from March 1971 that are part of the <i>Vancouver Sun</i> newspaper photograph library that was donated to the City of Vancouver Archives by Postmedia in 2018, and <u>Version 2</u> accession file contents for all photographs dated from March 1971 that are	

	part of the Vancouver Sun newspaper photograph library that was donated to the City of Vancouver Archives by Postmedia in 2018.
Date Due	March 10, 2020
Record Format	Records must be sent electronically. Please do not send hard copy records without first consulting the FOI Office via: foi@vancouver.ca . Please ensure that emails include all attachments. If you have a large amount of records, please inform us if you require a Share Space set up for record transfer. The FOI Office has use of a confidential network space that can be set up on an as-needed basis.
Time Estimate	Please provide ONLY if the time required to search for and compile the records is more than 3 hours.
<p>For further information regarding this request please put the FOI File Number in the subject line and email: foi@vancouver.ca</p> <p>Please note: Filling out the attached FOI Response Checklist is mandatory. Do not hesitate to let us know if we can assist you.</p>	

From: "Gordon, Heather" <heather.gordon@vancouver.ca>
To: "Falconer, Cobi" <Cobi.Falconer@vancouver.ca>
"Dingwall, Glenn" <glenn.dingwall@vancouver.ca>
"Madsen, Sian" <Sian.Madsen@vancouver.ca>
Date: 2/25/2020 11:44:47 AM
Subject: RE: Strategic goals text for editing

Thanks all. I have sent the reworked language to Catalina.

Heather

From: Falconer, Cobi
Sent: Friday, February 21, 2020 4:29 PM
To: Dingwall, Glenn; Gordon, Heather; Madsen, Sian
Subject: RE: Strategic goals text for editing

Good call!!

From: Dingwall, Glenn
Sent: Friday, February 21, 2020 4:28 PM
To: Falconer, Cobi; Gordon, Heather; Madsen, Sian
Subject: RE: Strategic goals text for editing

6. The City Clerk's Office supports City staff in understanding their role to ensure compliance with laws, regulatory requirements, and policies when creating, handling, maintaining and storing information appropriately.

I would strike "appropriately" from the end.

From: Falconer, Cobi
Sent: Friday, February 21, 2020 12:12 PM
To: Gordon, Heather; Dingwall, Glenn; Madsen, Sian
Subject: RE: Strategic goals text for editing

6. The City Clerk's Office supports City staff in understanding their role to ensure compliance with laws, regulatory requirements, and policies when creating, handling, maintaining and storing information appropriately.

From: Gordon, Heather
Sent: Friday, February 21, 2020 12:07 PM
To: Dingwall, Glenn; Falconer, Cobi; Madsen, Sian
Subject: Strategic goals text for editing

Hi everyone,

Here is the text of Goal #6. Could everyone have a bash at editing and we'll see how it looks by Monday noon? Let's try to do it in an email string, if possible. There seems to be an added bit (after the colon) on the printout Catalina gave me. This wasn't in the powerpoint we were looking at, but I left it in as it might help with our wordsmithing of the actual goal statement.

6. The City Clerk's Office supports City staff in understanding their role in processes including the legislative process and records management procedures: The City Clerk's Office supports City staff to understand the legislative process and improve efficiency in record keeping.

Many thanks,
Heather

Heather M. Gordon | City Archivist
City of Vancouver Archives
Tel 604.829.4266 | Cell 604.318.7960
<http://vancouver.ca/archives>
[Follow us on Twitter](#)
[Our blog, Authenticity](#)

RECORD ID (I)	FORM PAREN ID	IDENTIFIER FILE	GMD (I)	NO. OF COPIES	NO. OF SOURCES	LEVEL OF DESCRIPTION (I)	Event types	Event Actors	Event Dates	Event Start Dates	Event End Dates	EX EN	SCOPE AND CONTENT	ACCESS CONDITIONS	NUMERIC DESIGNATIONS	GENERAL NO. E	ON PUBLICATION	CONTAINER NAME	CONTAINER LOCATION	FROM BANKER'S BOX #	CONTAINER TYPE (I)	CULURE (I)	
844		F000844 Thomson Heather winner of the San Francisco Opera audition at the QEP (Queen Elizabeth Park)	Photograph				Creation Photography	NULL Allan Ray	Apr. 1964	4/1/1964	4/30/1964			File is in freezer and requires 48 hours' notice to view. Please consult Archives staff.									