

# Annual Report 2024



HISTORY  
EVIDENCE  
PRESERVATION  
ACCESS



City of Vancouver  
**ARCHIVES**

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## Message /

**As City Clerk**, it is my pleasure to present the 47th annual published report of the City of Vancouver Archives. Established in 1933, the Archives is dedicated to the preservation of the corporate memory of the City of Vancouver and the documentary heritage of the local community.

What an exciting year of progress for our team in 2024! The physical renovation work on the Archives' satellite site began on July 2 and has progressed at a steady pace since that time. The project has taken the work of many people the dedicated team at the Archives, the Real Estate and Facilities Management team, the Finance and Supply Chain Management team and our external contractors. Thank you to our Conservator, Paola Merkins, for being on site to manage the project and to our City Archivist for her ongoing perseverance to make this project a reality. It took many, many years of work to get to this point, to provide the City of Vancouver, its residents and its visitors with capacity to house the City's archival holdings for the next 15-20 years. I look forward to seeing the final results and the shelves (somewhat) full in the Spring.

Katrina Leckovic  
City Clerk



# Highlights /

**The big news** for 2024 is renovation progress! It was a long time coming, but much to the relief of everyone involved, construction started at our satellite site in East Vancouver on July 2nd.

We have been working with Carscadden Stokes McDonald Architects since late 2022 to redesign the space and in spring 2024, Scott Construction was hired as our general contractor. Their assignment is to replace the site's 1970s-era heating system with a proper HVAC system, upgrade the lighting and electrical system, replace all existing shelving with more efficiently designed shelving, and install a walk-in freezer to use for photographic negative storage as well as quarantine of incoming records.

There are currently 8,638 containers of records stored at the satellite, mostly unprocessed backlog in banker boxes representing about 25% of the Archives' holdings. The current shelving has capacity for 14,500 banker boxes, and we estimate this will be exceeded within the next few years. The new shelving system, with its combination of compact mobile ranges and higher static units, plus a 1,630 square foot expansion into the vacant unit next door, will give us capacity for 27,000 banker boxes, enough to accommodate growth until sometime between 2035 and 2040.

During construction, the records were consolidated in one section of the existing shelving and cordoned off from the construction workers. Demolition of the empty shelving proceeded everywhere else, along with removal of old decommissioned heaters, plumbing pipe and electrical conduit and fixtures. Starting in August and continuing well into the fall, new HVAC mechanical equipment and ductwork, new electrical conduit and new light fixtures were installed in the demolished spaces and the office and the third of the unit designed for compact mobile shelving was painted. Between September and late January, the mobile shelving was installed, and all 8,638 containers were moved to the new units.

The rest of the site will receive the same treatment, with demolition in January and lighting and mechanical systems installed in February. The static shelving will be installed in March and the air handling unit for the HVAC should arrive in April. So far, we're on track to complete by mid to late

May, in no small part due to the efforts and experience of Conservator Paola Merkins, who has been on site every day to ensure the records are safe and secure, and to provide information and advice to our project manager when necessary.

While the renovation work was progressing, the rest of the Archives staff focussed on several Vanier Park-based projects. These included the arrangement and description of some medium and large-sized private sector fonds and half of a large transfer of Engineering project files. Also of note, we began digitizing the minutes of Council meetings from the 1980s with our new Atiz BookDrive book scanner, a piece of equipment purchased and configured in 2023. We'll continue digitizing these important records on a regular schedule and hope to complete a few thousand pages each year. Also related to efforts to make the Council minutes more accessible, we began a project to transcribe the pre-1959 handwritten indexes to the Council minutes. We made it all the way back to 1950 and hope to complete a decade each year. The new data was added to the Council minutes index [spreadsheet](#) we make available on the Archives' website.

We were also pleasantly surprised by the popularity of the *Vancouver Sun* negatives we began making available in 2023. In 2024, we cleared the backlog of file level descriptions, adding another 19,070 to the online database. People have been making requests almost weekly, and it is great to see these wonderful images being used by the public.

In addition to my gratitude to Paola, mentioned above, for her work and her humour, I owe a great deal to the Archives staff for their work in 2024. My attention was often on the satellite renovations, and I wasn't available to the team as much as I normally would be. I am grateful to all of them for their focus, professionalism and good judgement in carrying out their day-to-day duties and their project work, and for their patience in waiting for me to have time to weigh in when they needed me. We're all looking forward to the conclusion of the renovations in 2025, and for the satellite to be fully operational again.

**Heather M. Gordon**  
City Archivist

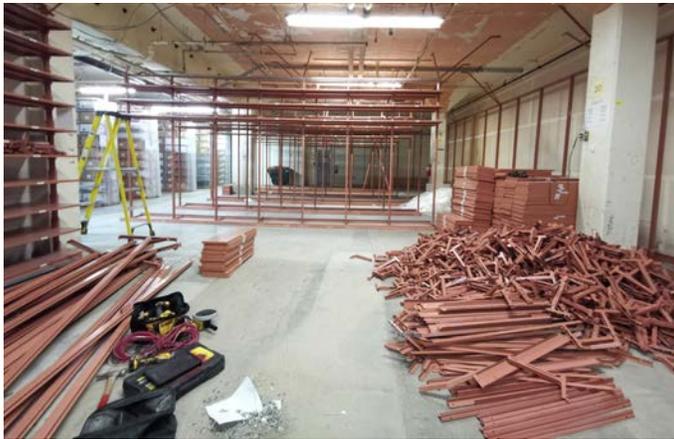


# Satellite Site Renovation

On July 2nd, work began to renovate the Archives' satellite site in East Vancouver. This secure staff-only facility houses approximately 25% of the Archives' holdings, and once renovated, will have capacity for another 10 to 15 years of growth. The renovation includes installation of a new HVAC system, a complete shelving replacement, a lighting upgrade, installation of a new frozen storage vault and a long-awaited paint job. We anticipate substantial completion by the end of May 2025.

## Storage

Storage originally looked like this. Narrow, library-style shelving, unpainted walls, remnants of orange spray-on insulation from a previous tenant's time. The plastic protected the records from several floods that occurred during a renovation of the unit above four years ago, and from the dust and insulation particles that don't get filtered out of the space.

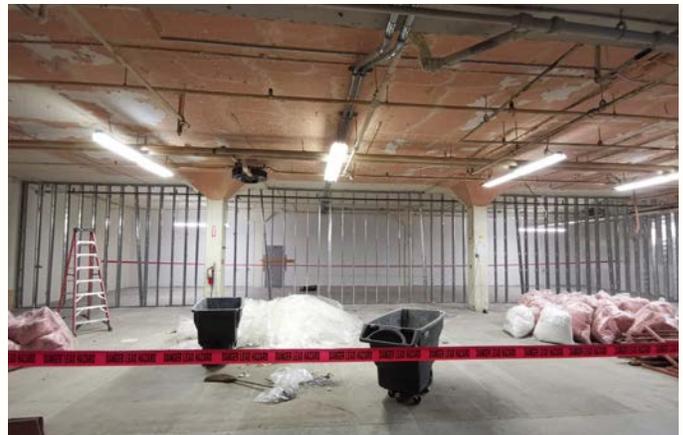


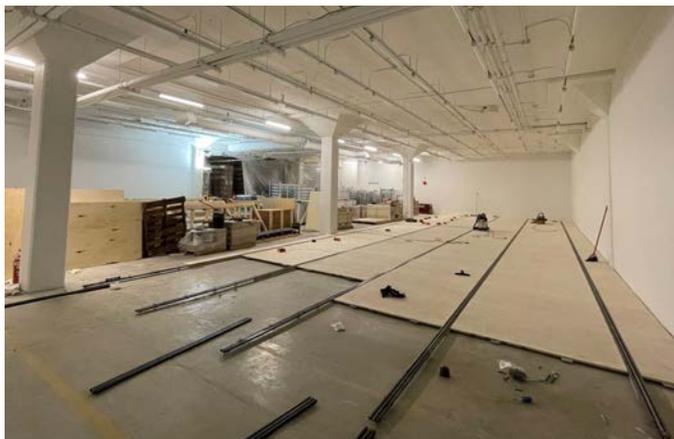
## Shelving demolition

The first job: tearing down the shelving in the first third of the unit, stacking it on pallets and wheeling it to the loading bay, then re-stacking it into a dumpster. We needed two 50 cubic foot containers to carry it all away.

## Wall demolition

Next came demolition of a wall shared with 1,630 sq ft of space carved out of a vacant unit next door.



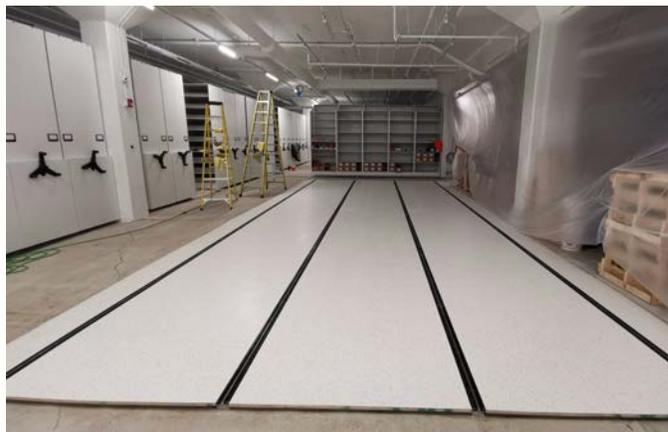


### Shelving & flooring

By Christmas Eve, the first two sections of compact mobile shelving were complete and the third section of raised floor was installed.

### Progress

By September, everything we needed for the compact mobile shelving floor arrived and the first of three sections of raised floor and rails began to be installed. During this, the new lights went up the ceiling and walls were painted.



### Freezer

In the meantime, in December, the new freezer box was built.

### Boxes moved

In early January, all 8,636 boxes of records were moved from the existing shelving to the new compact mobile shelving



# Numbers /

## FINANCIAL REPORT

## OPERATING REVENUE

### RECOVERIES

Sale of digital reproductions, photocopies and tax searches	\$13,200
Grants	8,000

<b>TOTAL</b>	<b>\$21,220</b>
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### OPERATING EXPENDITURES

Salaries	\$1,254,495
Supplies and services — Vanier site	63,757
Supplies and services—satellite site	301,864

<b>TOTAL</b>	<b>\$1,620,116</b>
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### ENDOWMENT FUNDS

Fund	Expenditures	Revenues
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#### Major Matthews Memorial Fund

Donations		\$0
Interest		3,696

#### Schwesinger Legacy

Publication sales		0
Interest		8,532

<b>TOTAL</b>		<b>\$12,228</b>
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### CITY RECORDS PROCESSED

Records scheduled for archival retention through the City of Vancouver Records and Information Management program arrive on a regular basis. The following is a list of public records processed this year.

#### DEPARTMENT

City Clerk's Office and Mayor's Office  
City Clerk's Office  
Engineering

#### RETAINED & DESCRIBED

4m  
632 video files  
17m

### DATABASE DESCRIPTIONS

At December 31, 2024, the number of descriptive records in the Archives' database stood as follows:

Level	Total
Fonds/collection	967
Sous-fonds	15
Series	1,942
Sub-series	437
File	264,855
Item	236,627
Part	11,174
<b>TOTAL</b>	<b>516,017</b>

### DIGITAL OBJECTS ONLINE

At December 31, 2024, the number of digital objects in the Archives' database stood as follows:

Type	Total
Image	215,828
Text	982
Video	1,823
Audio	2,376
Other	2,178
<b>TOTAL</b>	<b>223,187</b>

## STATISTICS

### PROFILE OF USERS

Users who do research on site at the Archives are as many and varied as their topics. We serve a wide variety of citizens, institutions and organizations. In 2024, on-site users represented 33% of our researchers; off-site users (those who rely on our services by telephone, e-mail, mail, and social media) represented 67%.

\*Federal, Provincial, Regional, Other Municipal, First Nations

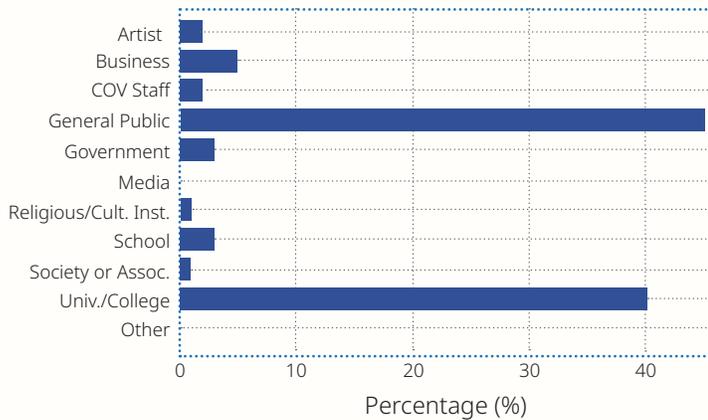
### Researchers on site at the Archives

Artist	2%
Business	5%
City of Vancouver Staff	2%
General Public	45%
Government*	1%
Media	0%
Religious/Cultural Institution	1%
School	3%
Society or Association	1%
University/College	40%
Other	0%

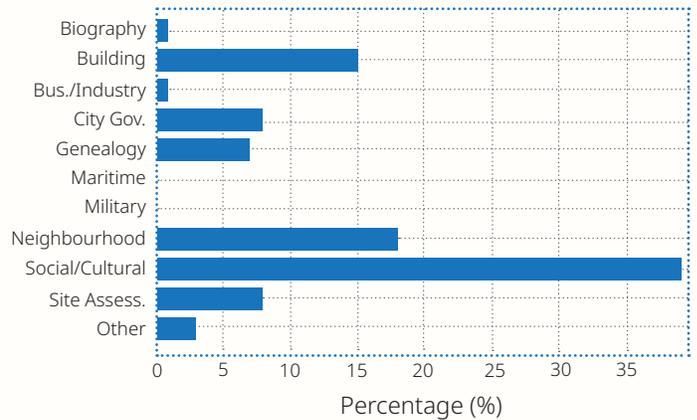
### Research Subject

Biography	1%
Building	15%
Business/Industry	1%
City of Vancouver Government	8%
Genealogy	7%
Maritime	0%
Military	0%
Neighbourhood	18%
Social/Cultural	39%
Site Assessment	8%
Other	3%

Researchers on site at the Archives



Research Subject



### SERVING THE COMMUNITY

Services to citizens are a top priority for the Archives. We serve the community by acquiring records from donors, preserving them, and making them available to a wide variety of users and researchers. The community accesses our services by website, e-mail, phone, fax, regular mail, personal visits, and tours.

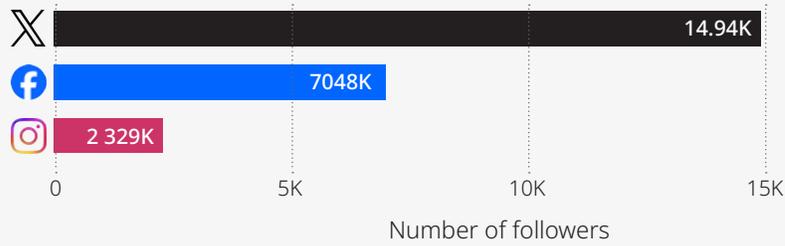
Service	2024	2023	2022
Document retrievals	5,207	6,285	6,274
E-mail enquiries	1,212	1,054	1,060
Researcher visits	942	1,017	814
Telephone enquiries	608	661	904
New researcher registrations	406	460	330
Social media enquiries	106	103	72
Mail & fax enquiries	1	6	4
<b>Websites</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>
<b>searcharchives.vancouver.ca:</b>			
Website visits	248,919	185,201	230,410
<b>AuthentiCity Blog:</b>			
Sessions	10,449	15,610	9,407
Users	9,485	12,721	7,847
Pageviews	26,674	21,411	14,300
<b>Social media</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>
<b>Facebook, Instagram &amp; Twitter:</b>			
Posts	1,003	1,164	788
Impressions	1.17M	1.8M	1.1M
Users	1.27M	1.26M	581,000
Engagement rate	5.11%	5.91%	6.89%
YouTube (total views-77 videos):	3,637	5,026	4,896

## SOCIAL MEDIA PERFORMANCE

Reporting Jan. 01, 2024 - Dec. 31, 2024

Total number of followers: 24,380

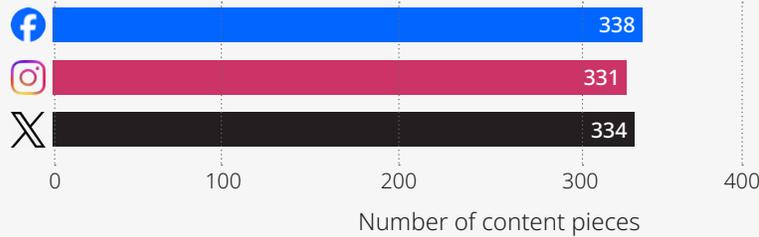
Followers by platform



- Facebook saw the most growth (+781 followers)
- Instagram gained followers (+157 followers)
- X lost followers due to the platforms drop in popularity. (-503 followers)

Total content: 1,003

Content by platform

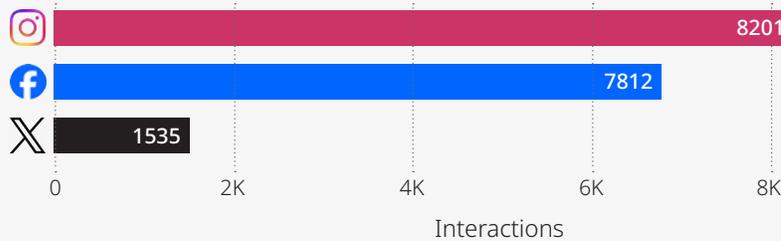


- Facebook had an increase in posts (+65 posts)
- Instagram had an increase in posts (+133 posts)
- X had an increase in posts (+17 posts)

+17.68% growth in posts

Number of interactions: 17,548

Interactions by platform

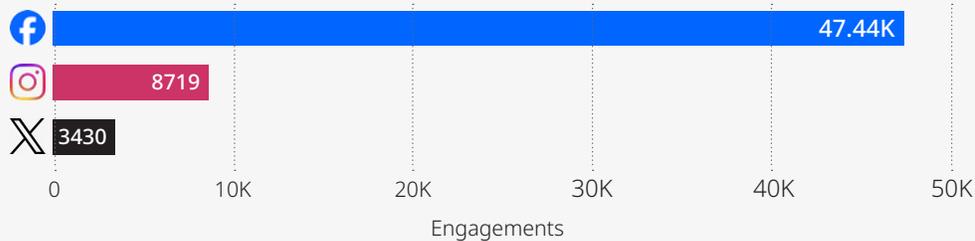


- Interactions saw a decrease in percent (-19.75%)

The sharp decline in the popularity of X may have contributed to a drop in interactions overall.

Number of engagements: 59,592

Engagements by platform



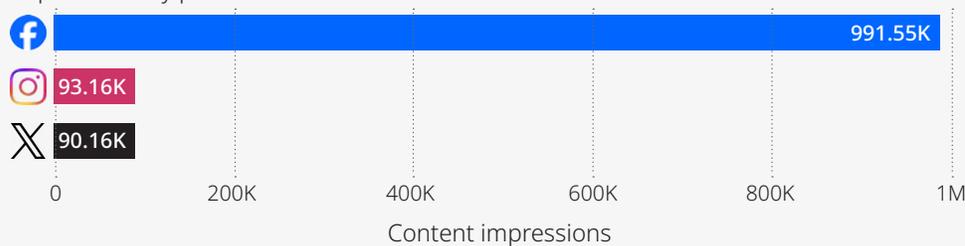
- Instagram had the highest engagement rate (+9.18%)

• Facebook had the most engagements but the rate was lower (-4.67%)

• X had the lowest engagement rate (-3.86%)

Number of impressions: 1.17M

Impressions by platform



- Facebook dominated impressions, reinforcing its reach advantage.

• Impressions saw a decrease in percent (-17.68%)

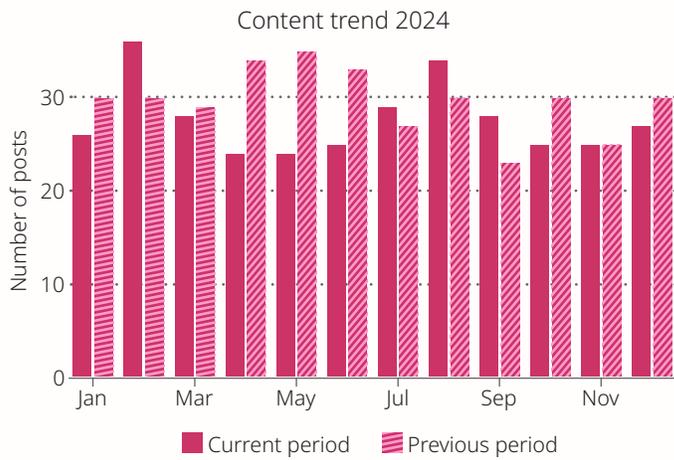
## INSTAGRAM

Engagement rate  
9.18%

Posts  
331

Likes  
107

Most popular post



Comments  
3

Impressions  
1.2K

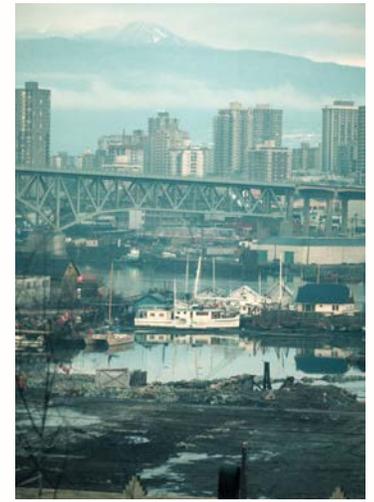
Followers  
2329

Interactions  
110

Saves  
8

Engagements  
139

Post: A view of downtown taken from 7th Avenue and Spruce Street on December 30, 1973, by Ernie Reksten.



Item number: 2010-006.221

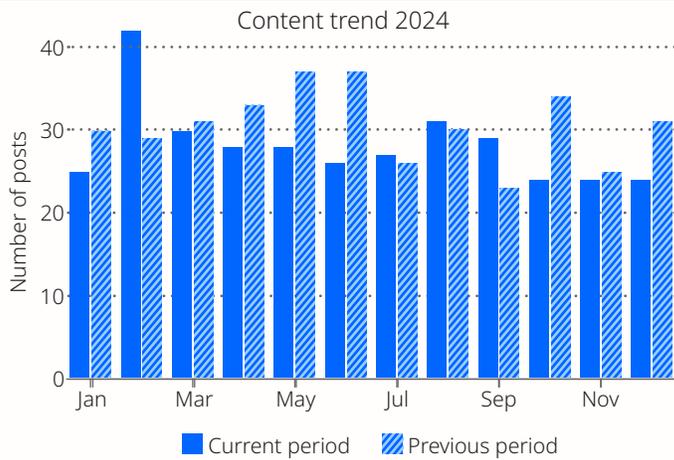
## FACEBOOK

Engagement rate  
4.67%

Posts  
338

Followers  
7048

Most popular post



Comments  
6

Impressions  
129K

Reactions  
228

Interactions  
275

Shares  
41

Engagements  
1.1K

Post: Chinatown, East Hastings, Blood Alley [Phone booth]



Item number: CVA 1095-08781

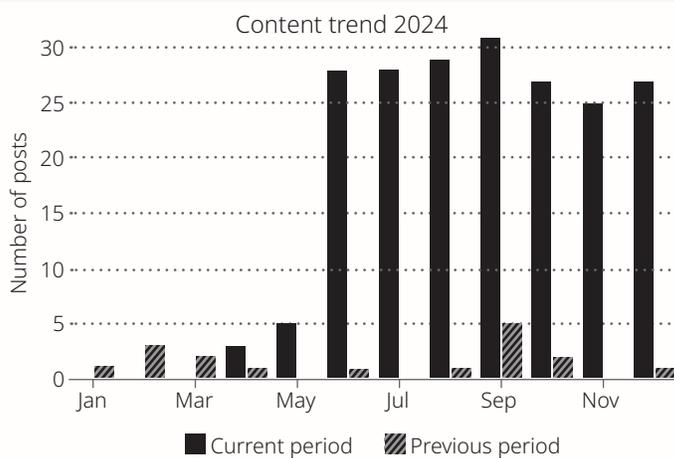
## X

Engagement rate  
3.86%

Posts  
334

Followers  
14.94K

Most popular post



Replies  
2

Impressions  
1.7K

Retweets  
6

Interactions  
41

Likes  
33

Engagements  
90

Post: Corner of Thurlow and Robson Street, looking northwest on Robson Street

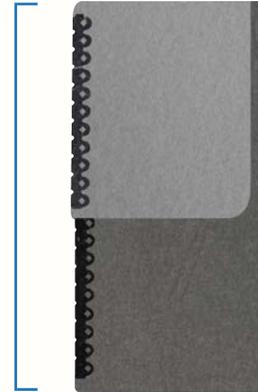


Item number: CVA 69-23.27

# Holdings /

The Archives is the largest repository for the documentary heritage of Vancouver and its holdings include:

3,400 metres of textual City records  
2,280 metres of private-sector textual records  
7.2 million photographs  
76 K architectural drawings  
6,800 maps  
6,000 City publications  
5,500 film and video recordings  
2,800 audio recordings  
1,300 works of documentary art  
97 TB of born-digital and digitized records



## PRIVATE-SECTOR ACQUISITIONS

In 2024, 54 private-sector accessions were completed. These included textual records, photographs, architectural drawings, maps, audio recordings, film, and video. Acquisitions of note include:

- Records of the Vancouver Guild of Fibre Arts. Donation consists of the organizational records of the Guild from the 1970s to 2015 and includes minutes, correspondence, exhibition files, artist files, and photographs.
- An accrual to the Strathcona Community Garden Society fonds. Donation consists of administrative records, newsletters, architectural drawings, and ca. 1,000 photographs showing the construction of the Garden and various Society activities between 1980 and 2017. Donation also includes 14 Betacam tapes showing footage of the Garden shot in 1991 by a former member.
- Over 30,000 images taken by professional studio photographer John Wong. Taken between 1960 and 2020, the images document various Chinatown associations, cultural events, and streetscapes, as well as many people and scenes in Chinatown and elsewhere, landscapes, artistic shots, and the like.
- Photographs taken by the late John McGinnis (1931-2023), former photojournalist and commercial photographer. Donation consists of ca. 9,000 negatives and colour transparencies dating 1946-1990.
- Records of the AIDS Candlelight Memorial & Vigil. Donation consists of minutes and programs.
- Photographs of the Vancouver Molson Indy. Donation consists of ca. 1,800 colour slides showing cars, races, the pit, drivers, and other Indy scenes from 1994 to 1997.
- Records donated by Cornerstone Planning Group, a local strategic and functional program planning consultancy. Donation consists of project reports from 1974 to the late 2000s written for government agencies, heritage organizations and others in BC, Alberta and the Yukon.
- An accrual to the Playwrights Theatre Centre fonds. Donation consists of seven metres of administrative files, scripts, financial records, posters, and a small number of photographs, VHS tapes and optical media, 1978-2021.
- Records donated by Stephen Hume, columnist with the *Vancouver Sun* from 1989 to 2017. Donation consists of correspondence from government officials and social activists and letters from Vancouver and other B.C. residents providing an interesting snapshot of top-of-the-mind public issues and concerns of the day.
- An accrual to the Coalition of Progressive Electors fonds. Donation consists of four metres of textual records dating from 1970 to 2003.

# Preservation /

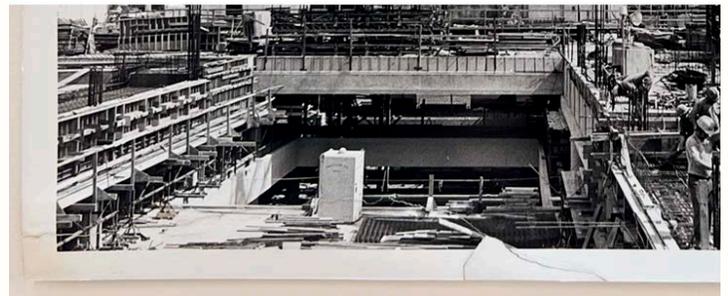
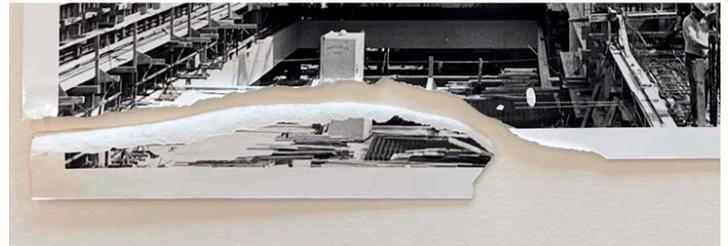
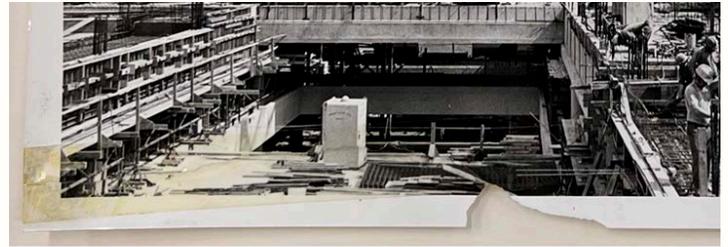
The preservation programme was very busy in 2024 keeping up with the increased digitization demand from both the general public and internally from Archives staff. More than 100 maps and plans were cleaned, disfiguring adhesive tape removed and tears repaired before the items were safely digitized with our oversize map scanner. The increased demand in digitization also brought along many welcome opportunities to take on more extensive conservation treatments. One of these was the cleaning and stabilization of several cased photographs like daguerreotypes and ambrotypes, as part of our annual digitization cleanup. Another treatment highlight was the stabilization of the *Ka Baibala Hemolele*, a family Bible that was part of a loan request for an exhibition at a partnering cultural institution.

In support of our own digitization initiatives, over 100 photographic prints and negatives from the *Vancouver Courier* fonds were cleaned and repaired prior to digitization. Meanwhile, we hit another milestone in processing the millions of *Vancouver Sun* and *Province* photographs, as we have now transcribed and rehoused into frozen storage over 54,700 job envelopes representing tens of thousands of images.

We are also excited to expand on the conservation toolkit in the lab with the addition of a wedge-shaped suction platen and a HEPA-filter wet/dry vacuum, as well as an archival polyester welder. We look forward to putting these new tools to use in the new year and to broaden our capability to perform different types of treatments.

## PRESERVATION STATISTICS

Maps and plans treated	277	E-mail enquiries	2
Photographs treated	322	Telephone enquiries	2
Graphic materials treated	19		
Text treated	27		
Objects treated	2		



# Digitization /

The Heritage Inventory Project was completed in January 2024, ultimately making over 15,000 images publicly accessible through our online database. In the spring, we began digitizing the “Subjects” series in the *Vancouver Courier* newspaper photo collection, which includes 7,740 prints and 35mm negatives. So far, 4,642 images have been digitized, with the project expected to be completed by fall 2025. The Friends of the Vancouver City Archives helped make this possible with their ongoing support.

In 2024, we adopted a new approach to digitizing Council Minutes using the Atiz BookDrive Mark 2 book scanner. Previously, our process involved disbinding the Council Minutes volumes to scan the pages with a Fujitsu Document Scanner. This method not only altered the original binding but also limited the quality of the scans. The Atiz scanner allows us to preserve bound volumes in their original state while capturing high-quality, full-color images of each page, a significant improvement over the previous grayscale scans.

To test the capabilities of this new technology, we started with the 1980s Council Minutes, working with bound volumes of varying sizes. This provided a valuable learning opportunity, as the initial capture must be high quality and visually accurate in color, given that no post-capture photo editing is performed. Through this process, we gained insight into the limitations of different lens selections for books of varying dimensions and improved our understanding of the scanner’s mechanics.

Each page is manually flipped and carefully positioned in an adjustable cradle, sometimes supported with additional foam. The pages are secured with a V-shaped platen and photographed using two Canon R5 digital cameras. While this method is more meticulous and time-consuming than our previous process, it ensures exceptional image quality and preserves the original binding.

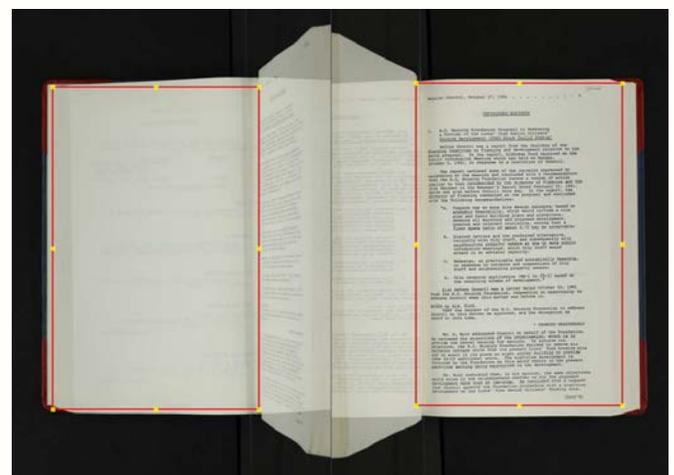
In 2024, we successfully digitized the 1980 Council Minutes and half of those from 1981, totaling 4,019 pages of text.

Not all digitization is currently carried out in-house. Film and video works continue to be sent to a third-party vendor, and in 2024, five films and ten VHS tapes were digitized.

In addition, as part of our scan-on-demand reproduction service, staff digitized 389 images for 56 regular digital reproduction orders, 27 images for ten custom digital reproduction orders, and 17,828 pages of text for 52 photocopy orders. Revenue generated from reproduction charges was \$13,120.

## DIGITIZATION STATISTICS

Images (photographs, maps and art)	4,642
Pages of text	4,019
Films	5
VHS tapes	10

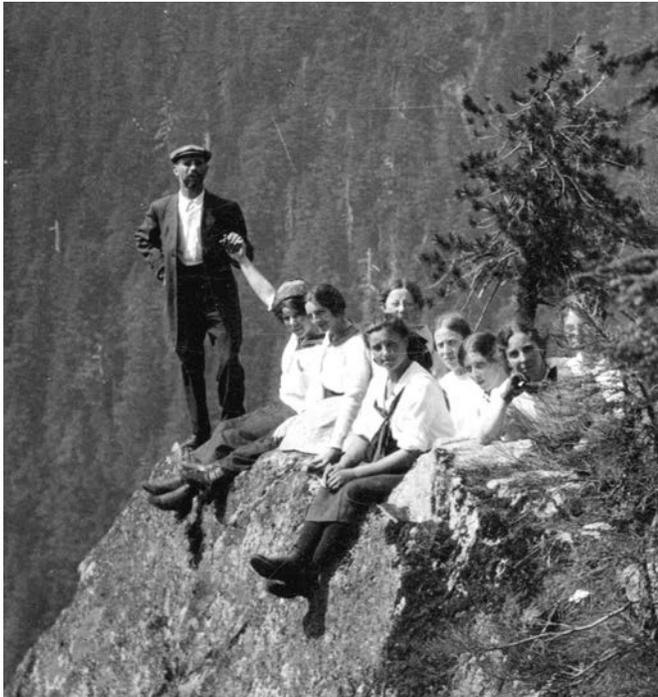


# Community /

## PARTNERSHIPS

In 2024, the Archives collaborated on projects with a number of outside organizations and networks including the following:

- Community Archival Collections and Heritage Exhibitions (CACHE) Network.
- Crossing Fonds
- Historypin
- Internet Archive
- InterPARES
- Vancouver Heritage Foundation



## EXHIBITIONS & DISPLAYS

- W.J. Moore Panoramas (Gallery)
- A Lens on Vancouver's Past: Walter Frost's Arctic Explorers (Gallery)
- Vancouver Vignettes (Video Wall)
- Food and Drink (Video Wall)
- Goods and Services (Video Wall)

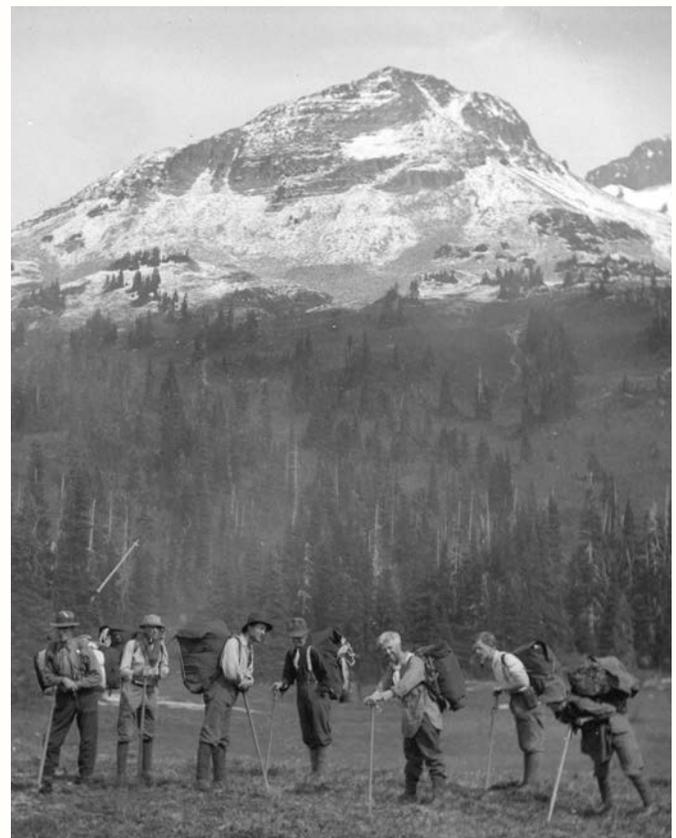
## LOANS

- Panoramic photographs for display in the Mayor's Office and boardroom
- Panoramic photographs for display in Councillors Bligh's, Carr's, Dominato's, Fry's, Kirby-Yung's, Klassen's, Meiszner's, Montague's, and Zhou's offices
- Panoramic photographs for display in the City Clerk's Office corridor and reception area
- King John Sword replica to St. John Ambulance BC & Yukon Council Provincial Headquarters

## TOURS

Several back-of-house tours and Reading Room group orientations were held in 2024, including the following:

- Eight orientation workshops with undergraduate and graduate students from UBC and SFU and for staff from Forbidden Vancouver
- Vancouver Heritage Foundation Pro-D event attendees
- Community Archives, Collections and Heritage Exhibitions (CACHE) Network members and friends
- Jay Durant, *This is BC* (Global TV)
- Squire Barnes, *Global News at Six*
- COV City Clerk's Office directors
- COV Intergovernmental Relations and Strategic Partners staff members
- COV GIS staff members
- Regent College Library staff members
- Langara Library Technician students
- Surrey Museum and Archives Young Canada Works intern
- Société historique francophone de la Colombie-Britannique members
- Transcribimus volunteers



# Community /

## SPECIAL EVENTS/OUTREACH HIGHLIGHTS

- The Archives staffed a booth at the Vancouver Heritage Foundation's Places that Matter Community Celebration on February 25.
- The Archives hosted and participated in a Vancouver Heritage Foundation Pro-D Day for K-12 teachers learning about Vancouver's Black community history on February 16. This workshop included presentations by SFU graduate researcher Joy Russell and the BC Black History Awareness Society's Fran Morrison, followed by an Archives orientation by Kira Baker and a back-of-house tour led by Heather Gordon.
- Archivist Sammy Van Herk presented at the Friends of the Vancouver City Archives Annual General Meeting on March 26 to promote our work digitizing and describing the City's Heritage Inventory photographs.
- The Archives hosted the Société historique Francophone de la Colombie-Britannique's launch of the virtual exhibit "The Francophone Ranchers of B.C.'s Interior Plateau" on March 27.
- On October 3, the Archives and the Museum of Vancouver co-hosted a back-of-house tour and archival/preservation needs discussion with community organizations participating in the UBC-based Community Archival Collections and Heritage Exhibitions (CACHE) research cluster.
- Archives staff visited the Wongs' Benevolent Association of Canada in Chinatown to provide archival and conservation advice as part of a CACHE outreach initiative.
- Archives staff provided research support for the Vancouver Heritage Foundation's Heritage Discovery Day.
- The Archives participated in the GLAM postcard exchange organized by the University of Alberta's Olesyaa Komarnytska in May. The exchange included a social media hashtag and was part of International Archives Week.

## STAFF DEVELOPMENT

- Dorcas Tong virtually attended the American Institute for Conservation's annual conference, "Expect the Unexpected: Embracing and Managing Change, Uncertainty, and Surprise."
- Jana Grazley attended the Association of Moving Image Archivists' annual conference in Milwaukee.
- Bronwyn Smyth attended the Association of Architecture School Librarians' annual conference, "Disrupters on the Edge" in Vancouver.
- Bronwyn Smyth completed a Master's of Letters in Archives and Records Management through the University of Dundee.
- Kira Baker and Christine Tutt completed the City's two-day Continuous Process Improvement Yellow belt training course.
- Bronwyn Smyth and Christine Tutt completed Emplifi training to ensure a seamless transfer from Hootsuite to the City's new social media publishing platform.
- Jana Grazley, Kira Baker and Heather Gordon attended the online webinar "The Past, Present and Future of Reporative Archival Description," hosted by Yale University Library's Reporative Archival Description working group.
- Paola Merkins participated in several online sessions related to occupational health and safety, disaster prevention and collections management including the Conservation Centre for Art and Artifacts' Emergency Planning Roundtable and the Foundation for Advancement in Conservation's "Working with Facilities to Create a Fuller Picture of Your Collection Environment" webinar.
- Chak Yung attended Workplace Violence Prevention training.



# Projects /

## MAJOR PROJECTS

- Heather Gordon and Paola Merkins worked with Real Estate and Facilities Management staff to renovate the Archives' temporary satellite site in East Vancouver.

- With funding from the Friends of the Vancouver City Archives, Archives staff digitized 4,642 *Vancouver Courier* photographs. Mandy Roddick, Christine Tutt, Jana Grazley and Dorcas Tong were involved in this project.

- Bronwyn Smyth and Christine Tutt continued to transcribe metadata from *Vancouver Sun* photo shoot job envelopes and boxed them for preservation in frozen storage. Jana Grazley uploaded the remaining backlog of 19,070 transcribed descriptions created as a result of this project to our online database, resulting in over 54,700 files available for public access.

- Jana Grazley and Kira Baker continued collaboration for the 2022-2024 Social Sciences and Humanities Research Council of Canada funded project, *Crossing Fonds: Pollinating Access and Interpretation*, led by Dr. Sara Diamond and based out of the Ontario College of Art & Design University. The Crossing Fonds Digital Archives Symposium conference was held April 25-28 and attended by Kira Baker and Jana Grazley, who also moderated panel sessions.

- Glenn Dingwall continued participation in the InterPARES Trust AI Project, a multi-national Social Sciences and Humanities Research Council of Canada funded project investigating the potential application of artificial intelligence technologies to archival work, and the associated benefits and risks.

- Christine Tutt, Bronwyn Smyth and Barbara Sage (from the City's Access to Information team) began a new transcription project, transcribing 11 volumes of City Council minutes indexes for the entire 1950s decade of Council meetings. These newly transcribed indexes were reviewed by Kira Baker and added to the Archives' existing electronic Council minutes index.

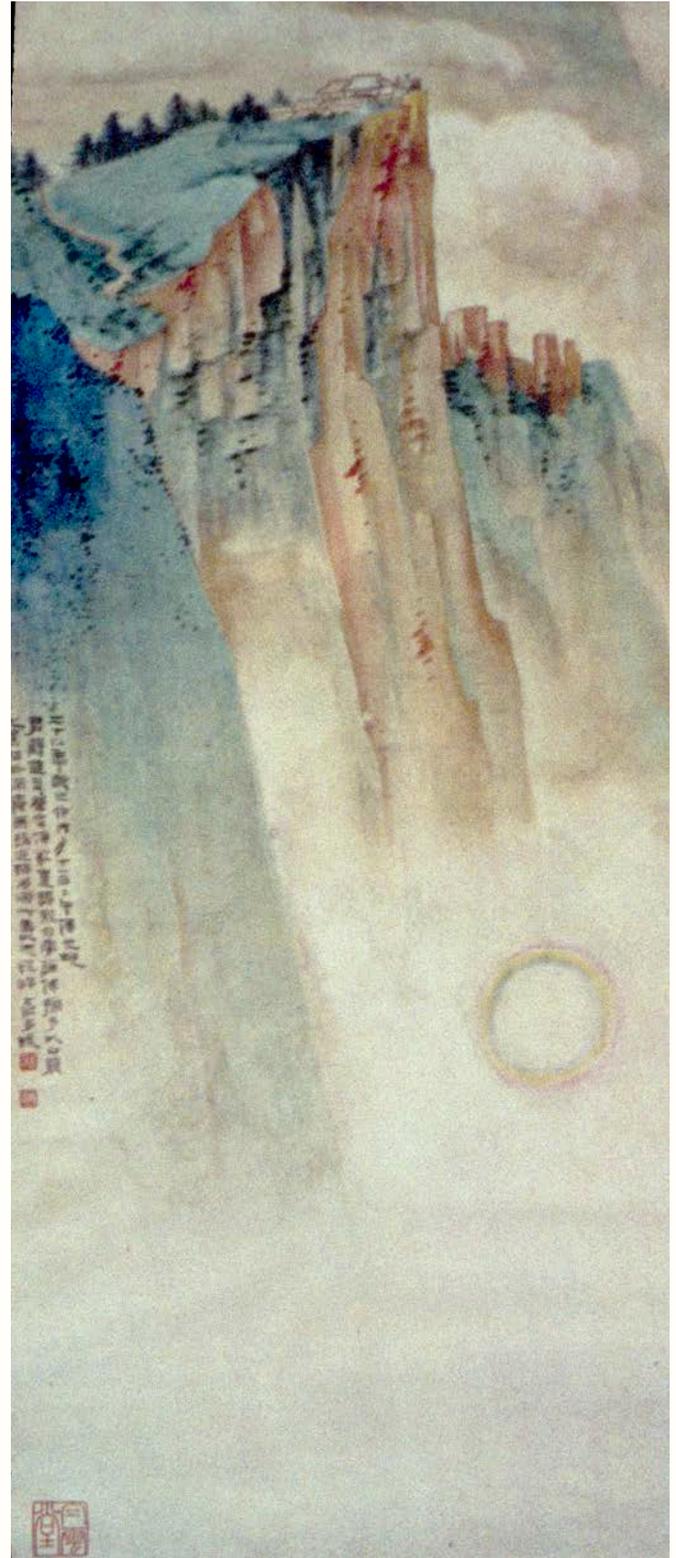
- Dorcas Tong, Mandy Roddick and Bronwyn Smyth worked on digitizing and OCRing Council Minutes from the 1980s. By year end, 72 sets of Council minutes dating January 1980 to May 1981 and December 1 to 8, 1981 were completed and made available through the Archives' database. Sixty-three sets of late 1960s minutes digitized and OCRed in 2023 were also uploaded to the database, making all minutes from 1965 to 1981 available online.

- Kira Baker and Jana Grazley continued working on reparative description to review and revise legacy CVA archival descriptions that contain problematic and outdated language. A policy statement on offensive and harmful language in archival description was written and posted to the Archives website and database landing page.

- Sharon Walz completed processing the architectural drawing records (a project begun in 2023) of AM1194 Clive L Justice and Harry J. Webb collections (ca. 5,700 drawings), documenting the work of Vancouver's earliest and highly influential continuum of landscape architecture practices.

- Bronwyn Smyth began processing a large series of Engineering major project files, under the direction of Glenn Dingwall.

- Chak Yung processed a significant accrual to the Coalition of Progressive Electors fonds and a donation of project reports from local strategic planning and functional program consulting firm Cornerstone Planning Group. Descriptions of the latter will be uploaded in early 2025.



# Thank you

The Archives could not preserve Vancouver's documentary heritage without the concern and active support of the many organizations and individuals who donate records and other materials.

Thank you to our 2024 donors.

Addison, Merle  
Barrette, Suzanne  
BC Labour Heritage Centre  
Burns Club of Vancouver  
Chong, Jeffery  
Coupar, John  
Cowin, Maureen  
Daum, Phil  
Deadman, Nancy  
Delta Heritage Society  
Eric Hamber Alumni Association  
Franz, Kyle R.  
Gerry F. Egdell  
Grant, Ann  
Houle, Paul  
Huey, Donnalee  
Hume, Stephen  
Johnstone, James  
Knowles, Stephen M.  
Lott, Deirdre  
Machat, Sylvia

Mackie, John  
Marshall, Christina  
McGinnis, Sybil  
Meraloma Club  
Murray, Robert  
Phillips, Earl  
Playwrights Theatre Centre  
Quercetti, Debra  
Rehtlane, Anu  
Shelton, Chris  
Strathcona Community Gardeners Society  
Taylor, Paul  
UBC Botanical Garden  
Vancouver Economic Commission  
Vancouver Guild of Fibre Arts  
Vancouver Heritage Foundation  
Vivaldi Chamber Choir  
Wintemute, Michael  
Wiwjorra, Fran  
Wolsak, Jane  
Wongs' Benevolent Association

# People & Support /

## FRIENDS OF THE VANCOUVER CITY ARCHIVES

The Board of Directors held eight meetings during the year. The Annual General Meeting was held on March 26 and featured a presentation commemorating the 50th anniversary of the City of Vancouver’s first heritage designations in 1974. Former planner Jeannette Hlavach reflected on the political atmosphere and heritage preservation theories that influenced this work in the 1970s and 1980s. Archivist Sammy Van Herk spoke on the description and digitization of over 15,000 Heritage Inventory photographs now available to the public through the Archives’ online database.

In 2024 the Friends provided funding to the Archives in the amount of \$8,000 to assist with the digitization of over 6,000 photographic images from the *Vancouver Courier* newspaper “Subjects” photos series.

The Friends held a successful fundraiser in 2024, “The Historical 1907 Pantages Theatre: A Talk and Public Artifact Sale.” John Atkin and Tom Carter shared their knowledge of the Pantages Theatre and its role in vaudeville history, and offered for sale various ornamental plaster fragments they salvaged from the historic building before its demolition in 2011. The event raised over \$3,700 for the Friends, and all proceeds of the artifact sales will be directed to the Archives’ digitization program.

### Chair

Jill Kelly

### Vice Chair

Merrilee Robson

### Secretary

Kevin Bowers

### Treasurer

Neal Jennings

### Members at Large

John Atkin

Tom Carter

Aaron Chapman

Jennifer Chutter

Emily Lonie

Margaret Sutherland

Elana Zysblat



## ARCHIVES ADVISORY COMMITTEE

Sue Baptie

Neal Jennings

Dr. Tina Merrill Loo

The Committee is authorized by City Council to assist the Archives on matters such as acquisition policy, donations, revenue projects, educational matters, public relations, and physical plant. It also oversees the use of the Major Matthews Memorial Fund. Neal Jennings attends meetings in the role of liaison from the Friends of the Vancouver City Archives. The Committee met once in 2024, on November 13th.

## GRANTS & DONATIONS

### Friends of the Vancouver City Archives

*Vancouver Courier* photograph digitization \$8,000

Funding was received to contribute toward digitizing 6,000 photographic prints and negatives from the *Vancouver Courier* newspaper’s photo collection.

## ORGANIZATION & STAFF

In 2024, City of Vancouver Archives staffing stood at ten regular full-time positions.

### City Archivist:

Heather Gordon

### Digital Archivists:

Glenn Dingwall

Jana Grazley

Sharon Walz

### Archival Assistants:

Bronwyn Smyth

Christine Tutt

### Digital Conservator:

Dorcas Tong

### Archivists:

Kira Baker

Sammy Van Herk (AUX)

Chak Yung

### Digitization Technician:

Mandy Roddick (AUX)

### Conservator:

Paola Merkins



# Captions /

## IMAGE CAPTIONS AND REFERENCE CODES

### Cover:

- Vancouver Planetarium, 1983  
Detail from item 2008-127.03028

### Page 1:

- Alpine and Montane : coast mountains, ca. 1990  
Reference code: AM1502-S1-2-: CVA 1502-13 (crop)

### Page 2:

- Rhododendron calophytum, Sino-Himalayan Garden, ca. 1975  
Reference code: AM1502-S1-1-: CVA 1502-5111 (crop)

### Page 3-4:

- Satellite site renovation  
Photos: Paola Merkins

### Page 10:

- Before, during and after treatment photos of adhesive tape removal on *Vancouver Courier* photograph  
Reference code: 2008-127.03479

- Treatment photos on daguerreotype  
Reference code: AM1368-S3-: 2000-018.808  
Photos: Dorcas Tong

### Page 11:

- Atiz book scanner scanning Council minutes volume  
Photo: Mandy Roddick

### Page 12:

- Hikers take a rest on the top of Grouse Mountain, ca. 1910  
Reference code: AM54-S4-: Mount P11.2 (crop)

- Mountaineering in Garibaldi District, ca. 1915  
Reference code: AM505-S1-: CVA 660-252 (crop)

### Page 13:

- White Mountain, ca. 1920  
Reference code: AM54-S4-1-M-4-: M-4-94 (crop)

### Page 14:

- Buddha 1935, Chiang Dai Chien, Omei Shan, n.d.  
Reference code: AM1502-S1-2-: CVA 1502-5924 (crop)

### Page 16:

- "Horizontal Column" by Kubach-Wilmsen, 1993  
Reference code: AM1502-S1-2-: CVA 1502-582 (crop)
- "For the Botanical Garden" by Akiyama, 1982  
Reference code: AM1502-S1-2-: CVA 1502-575 (crop)

### Page 17:

- Brockton Point lighthouse and the North Shore mountains, ca. 1945  
Reference code: AM1184-S1-: CVA 1184-2709 (crop)

