CHAIRMAN'S LETTER

Since Alan Ridge penned the first "Chairman's Letter" in 1966, each subsequent epistle has referred to the subject of archival training in Canada. And with very good reason, for as Mr. Ridge pointed out, professional status and training are topics completely interdependent. The awkward subject of training cannot be ignored in 1970 when Carleton University is scheduling another course in Archival Principles and Administration at the request of this Section and with the essential cooperation of the Public Archives of Canada.

The course was last offered in 1968 when 31 students registered; at the beginning of March, 1970, only 8 applications had been received, a number hardly sufficient to warrant its presentation.

Why have the number of applicants fallen so drastically? How are we going to provide future training if our professional enlistments are so few? What are likely to be the future requirements and opportunities of our profession in Canada?

Perhaps our chief problem is the size and nature of Canada itself. We are large enough and sufficiently sophisticated to want some archivists, but not large enough or sufficiently mature to require a regular annually or biennially trained supply. We, too, suffer from the national bug-bear of Regional Disparities. Our largest national institution, the Public Archives of Canada, is probably the only employer taking on a number of new archivists every year, and it organizes its own internal training programme and does not send its recruits to the Carleton course. Other archives, all much smaller, may retain the same staff members for many years and add no new positions to their establishments. If this is the case, where do applicants from training courses come from? And if they come as independent, self-supporting students, where do they find employment as graduates?

The decade of the 1960's saw a great increase in the number of archival positions in Canada, but the 1970's open in a period of financial austerity which affects all levels of government, the universities and indeed all other areas of archival activity. The era of expansion appears to have vanished - for a while at least - and in the present period of stability, people holding positions are not leaving them quickly for better opportunities elsewhere. Many, if not most employed professional archivists, have already taken the general introductory course in Archival Principles and Administration. Therefore, should the Carleton course, or one similar to it, not be offered again until attrition has taken its toll of archivists presently employed, or a new period of expansion has created a number of new positions?

In one respect, archivists seem to be in a much sounder position than librarians, for most archivists only take professional training once they are employed, whereas library schools seem to be producing graduates who are experiencing increasing difficulty in finding jobs equal to their professional qualifications. This is a widespread problem, for I have recently noted graduate students' associations protesting against professional schools in universities turning out graduates without any

consideration of the number of employment opportunities likely to be available in Canada in the respective professions.

The Archives Section seems to me to be facing two training problems, the first related to new recruits to the profession and the second to experienced archivists who probably have long since taken the course. The first problem we have been attempting to answer for some years; the second hardly seems to have been considered.

One solution to the first problem may be to change the locale of the Archival Principals course from time to time, offering it, for example, at Ottawa in 1970, and at Quebec City, or in Western Ontario, the Maritimes, British Columbia, or the Prairie Provinces in 1972, or '73 or '74.

An answer to the second problem may be to organize brief regional courses or seminars in different years on such specialized topics as public records management, automated finding aids, church records, land records, court records, document restoration, map collections, microfilm procedures, or photograph collections. Such courses might be of particular importance to experienced staff members, both professional and clerical, who would welcome the opportunity to study recent developments in special fields of interest. The meeting last October of archivists from the three prairie provinces, described elsewhere in this issue, proved to be such a successful gathering that I am confident that similar regional meetings could be effectively adapted to serve archival training purposes. No doubt, we will have adequate opportunity to discuss the professional training problem formally and informally during the Canadian Historical Association meetings to be held at the University of Manitoba in June.

As for the 1970 programme of the Archives Section, it has been intentionally scheduled to avoid conflict with the presentation of papers in Canadian history to the C. H. A. as a whole. This proved to be rather difficult to accomplish this year.

Consequently, the Archives Section programme is scheduled for the afternoon and evening of Tuesday, June 2nd, although the C. H. A. meetings are advertised to begin on the morning of June 3rd. I hope, perhaps vainly, that this arrangement will prove satisfactory to all, inconvenience few, and infuriate none of our members. At least the archivists should be spared the agonizing decision of whether to attend a panel of a topic of importance to their profession or the presentation of a paper by an historian of national eminence, which may be an historic event itself.

The Business Meeting will have to consider a resolution respecting the Standing Committee on Oral History, and its relationship to the Archives Section and to the Canadian Historical Association as a whole. The resolution reads: "The Symposium on oral history recommends the creation of a standing committee on oral history of the Archives Section of the CHA".

In the evening, a panel will be presented entitled "Donors, Taxmen and Archivists". A somewhat similar subject has been considered for the programme in past years, but for various reasons, it has never been arranged. However, in view of the much discussed Benson White Paper with its proposals affecting capital gains, valuation day and etc., as well as the appearance of international auction houses in Canada with their

developing commercial interest in manuscripts, I trust we will be able to give this topic of growing importance a thorough and useful airing for the first if not the last time.

I hope a large number of our membership will be able to attend our annual meeting at Winnipeg in June.

- John A. Bovey

THE JOURNAL OF THE SOCIETY OF ARCHIVISTS

Our colleagues in England have gone "mod"! Volume four of the Journal of the Society of Archivists has been completely reset. The first issue (April, 1970) has a light terra cotta covering, good lettering and a most pleasing appearance. The articles (printed on acid-free paper) cover a wide bank if interest, and there is increasing awareness of modern records and the new technology.

Professor Christopher Brooke, in "The Teaching of Diplomatic", makes a plea for its study, not for its own sake but in relation to bureaucratic necessity as an aspect of administrative history. He points out that little has been done on English diplomatic from 1290 to modern times, and stresses its underlying continuity with the earlier period.

Among other articles, there is a useful survey of English history and Dutch archives and another on the present organization and working conditions of Scandanavian archives. Dr. Felix Hull has some wise things to say on modern records, and there are technical notes on fungicides and use of thymol for document fumigation. There is also a short notice on the Canadian Archivist which is much appreciated, and has prompted this reciprocity.

In Britain, subscription to the Journal is on a sliding scale according to income, but Commonwealth members who are practicing archivists may join the Society of Archivists and receive the Journal, published twice a year, for one Pound, ten shillings, or about $3.84 which is very good value indeed. Applications for membership should be sent to Hon. Secretary, Mr. Peter Walne, M.A., County Record Office, County Hall, Hertford, England. Ed.

The Editor would like to thank his secretary, Miss Linda Spicer, for her tireless efforts in setting up and preparing the typescript reproduced in The Canadian Archivist.

CONFERENCE COVERAGE: CANADIAN HISTORICAL ASSOCIATION:

Archives Section

York University, June, 1969

ADMINISTRATIVE HISTORY: AN ARCHIVISTS' NEED

By

Hugh A. Taylor

Provincial Archives of New Brunswick

This is the age of "instant" archives. Government repositories are now set up and opened within a year, their shelves are filled with miles of paper, a records centre will probably feature in the operation, and an archives act will tie the whole package together and thereafter regulate the flow. The archivist, as he walks through his stacks, will see around him the minutes, registers, case papers, accounts and correspondence of a dozen departments, and will probably be congratulating himself on his grasp of record groups and the completeness of the various series which he has managed to reconstruct. A stranger, or even a historian, would perhaps imagine that the archivist was a person of great learning, so familiar with the organizations that created the records in his care that he is able unerringly to place them row upon row as they would have been arranged in their offices of origin. Nothing could be further from the truth.

For one thing, the archivist might be an émigré Englishman, marvelously ignorant of Canadian bureaucratic structures, but with a certain animal cunning acquired during years in his profession for recognizing similar handwriting or simply reading the designations of officials at the foot of correspondence files, and stringing out each series in date order. This works well enough with a great deal of record, but inevitably there will be those odd volumes listed rather opaquely under the title "miscellaneous", which someone must have created for a purpose too obvious at the time to be entered anywhere. **And there are those series of papers which** once breathed and grew in live files but which are now so horribly dead and unbelievably mangled and dismembered on floors or tumbling from transfer cases, appearing to the archivist like bodies "half-moulderd in rotten coffins that would suddenly yawn wide open, filling his nostrils with a noisome stench and his eyes with the sight of nothing but crawling worms." (From an account of the Great Plague in London, 1665). This kind of confusion is likely to make even the most seasoned archivist gently perspire, but again he attempts the same approach, and frantically studies endorsements for a clue to provenance and purpose.

In New Brunswick, we had three large groups like this. The dockets of the Supreme Court, the Legislative Assembly and the Provincial Secretary responsible to the Legislative Council. Apart from the Judgment Rolls which were numbered in series and totalled about 20,000, the remaining Supreme Court records were in no sort of order and had to be bundled annually by type of instrument which was basically a process of visual recognition by the part-time staff available for the task. **As regards** the

purpose of the various instruments and their inter-relationships, we were largely in ignorance. The papers of the other two groups presented a rather different problem, more like cutting out cattle on the hoof. The difficulty lay in distinguishing the "brands" in the form of archive marks which identified the owners, and then steering these into the correct record groups with only a very uncertain notion as to which group any particular document might have ended up in originally. Take for instance a petition directed to the Lieutenant Governor in Council. It might be laid before the Executive Council and endorsed "in Council"; it might then be passed to the Legislative Assembly and be found there, or it might never leave the Provincial Secretary's office and be buried amongst his own departmental paper. Where, in fact, did it end up? Whole sub-groups of records would also appear in this way, with no clear indication of departmental origin.

It could, I suppose, be argued that the records are now in fair shape, series have been recreated and chaos has been resolved through a sequence of more or less informed hunches by which a great deal of information is now organized in an orderly way. The trouble is that few of the records series are adequately articulated; the relationship between them may be largely unknown and their significance within the context of the whole record group may be lost. We need to know their administrative history, to be reminded that they were created by people to serve a particular purpose in the administration, and we should know the chain of command in any department and evaluate the records accordingly. In short, we cannot accurately arrange or assess the significance of a department's records until we understand thoroughly how it works. Many of our neat, archival reconstructions should be treated as hypotheses to be modified in the light of further knowledge. Too often, they may reflect all sorts of emphases which could deceive the unwary and even be taken for granted as an accurate representation of the administrative structure.

The study in depth of a department's records may perhaps be approached in two ways: as a history of the administration, in which the works are taken apart and the entire operation analysed in relation to its parts; and as administrative history, in which the impacts on the politics, power struggles, and the public at large is considered. This is often much more difficult and would have to include a great deal of time spent at the grass roots amongst the general correspondence. Both approaches are needed. The second is far more difficult; the first would be of greatest assistance to the archivist. Together, they might result in a number of historical revisions of, for instance, the efficacy of all sorts of major constitutional and statutory reforms. It is one thing to proclaim a statute, but it is quite another to expect that it will necessarily operate as intended. The administrative record will provide the answer. Again, there is the big question of departmental initiatives by civil servants in relation to their ministers and the politicians generally, but I need not dwell upon this point here. Rather, I would like to turn for a moment to the English scene, and show how the study of administrative history has affected our whole concept of government in the Middle Ages. This conveniently distances the problem by a few hundred years, and the position has been admirably summarized in a most lively way by Professor V. K. Galbraith in his "Studies in the Public Records", (Oxford, 1948).

Before about 1900, popular medieval English history had been written from the evidence of chronicles, common law, and parliamentary statutes;

historians tend to write a commentary on the past in terms of their own world in which heroes and villains trod the stage in that apparently dark and barbarous era which preceded renaissance and enlightenment. King John was a bad king both because the chronicler, Matthew Paris, said so shortly afterwards, and because he appeared morally bad to our great-grandfathers. All the elements of today's parliament were identified in the days of Simon De Montfort as democracy struggled with tyranny. It just wasn't like that.

Let us consider for a moment the medieval sources for this kind of history and their modern counterparts. For medieval chronicles we can substitute newspapers, political correspondence, and a great deal of parliamentary debate, all of which is essentially a commentary, one man's view, in which material is selected, presented and sometimes distorted for the purpose of entertaining or persuading an audience. There may be no modern counterpart for the study of common law, but as I have said earlier, statutes have their limitations as evidence of what happened and often embody a good deal of wishful thinking.

As for the administrative record, it had always been there but, then as now, the bulk was prodigious. Scholars first began to use this source in a search for constitutional niceties and that old chimera, absolute or scientific history. These men, the products of the late 19th century thought and learning, were themselves surrounded by an increasingly sophisticated bureaucracy and were developing a growing respect for the civil service which in turn produced a sympathy for its medieval counterparts.

A massive publishing programme produced calendars of the Chancery Rolls from 1199 in 100 volumes in addition to many other series of government records. This kind of source material recorded formal grants by the king, decisions of the courts and financial transactions of the Exchequer through which the impact of government on ordinary folk could be studied for the first time, since the chronicles were concerned almost solely with the more colourful and prominent figures of their period.

What did the historians find? Much of the answer lies in T. F. Tout's Chapters in Mediaeval Administrative History (1920-1925) which ran to six volumes and took 20 years to produce. He showed us that medieval government was efficiently and flexibly organized around the king. In Galbraith's works "the dynamic energy of the Royal household, whose administrative pressure set all in motion and whose direct activity, exercised through the Privy Seal and Signet, was the most persistant force in government." Apart from the substitution of a few terms, this could just as well apply to the Colonial Governor in pre-Confederation Canada. Medieval people required, above all, strong government and not freedom in an abstract sense, for they had extensive rights in custom and common law. For the king, good government meant efficiency and profit, but he was expected not only to reign but to rule, to take initiatives, to act. The complaints of the baronial opposition to King John was not that he governed badly or wickedly but that he refused to take the initiatives expected of him as King. Weak government usually results in administrative oppression. In every age, people are more governed than they like to admit. The impact of government, then as now, is not so much via the politician as via the bureaucrat, and their record is fully documented in the archives.

It must also be remembered that modern government bureaucracy emerged not only from the royal household but also from the royal courts of law, administering common law and statute. The lawyers of both canon and civil law were the top civil servants, and one cannot ~~but~~ grasp the true value of their records until this is understood. The petition, the writ, the judgment, the warrant; these are all embedded in later bureaucratic practices, no less in Canada than elsewhere. This is because all law and its implementation stems from the King in Council, or the Lieutenant Governor in Council which is its direct successor. Crown Land Office procedure reflects this ancient origin very well with its petitions, warrants for survey and grants by a Committee of the Council. It constituted, in effect, a court of record. Parliament itself was not in origin a democratically-elected debating and legislative body but a court, "the High Court of Parliament", presided over by the king and petitioned by those with grievances. The members of this court were all those from whom the king wished to seek advice or gain support. The decisions of the court would be implemented by the clerks in the royal household. Early colonial government can again clearly be recognized as being along these lines, and, had its opponents been aware of this, how they would have loved to have described it as medieval!

Then, as now, the administration was subject to "Parkinson's Law" and the king, as the chief executive of government, was forever seeking to get out from under the various departments which grew up from his increasingly varied activity. At first, he used only the Great Seal, held by the Chancellor, but when this became a cumbersome office of record, then he devised the Privy Seal, but that in turn "went out of court", as the saying is, and he then used the Secret Seal from which we get the word secretary today. Finally, as the secretary built up his own office and was concerned with state papers, the king used his signet or his signature as the most direct form of authentication and authority. This process of "going out of court" is still very much a part of the administrative process as departments spawn sub-departments and branches, which in turn become branches in themselves.

The need of the chief executive to be preserved from routine encumberances is met in this way. The Provincial Secretary has, in most cases, moved some distance from being the servant of the Executive Council which was his original role, but he still keeps the seal of the province and thus becomes linked with very ancient tradition.

One of the valuable disciplines implicit in a study of medieval administrative history was the obligation to follow the threads of individual persons and problems and unravel them from the immensely technical and complicated procedures of the royal household and the courts. Such a study became identified with the impact on individuals outside the government as part of the whole historical process. It is significant that Tout, after volume one of his Chapters, ceased to separate administrative from general history and this was instinctively sound on his part. Moreover, medieval historians have always had to study most carefully the diplomatic of their sources as they grappled with the medieval mind. And I think this is a lesson which should be borne in mind today. Administrative phraseology is important and so its implications; as Professor Galbraith put it, "roughly speaking, the official mind, then as now, was concerned to minimize any elements of unusualness; to deny as far as possible the facts of change and to preserve at all costs the appearance of legality". This leads to a continual search for precedents and for

the "official" version of events as recorded in annual reports, and this legal approach of the administrator runs far back into history. It is therefore essential to know the status of any document, who is writing what and for whom, if we are to assess its historical value.

Unfortunately, it is becoming increasingly clear that the archivist of today, unlike his learned colleagues of a generation ago, will be unable to spend a lifetime of intensive study on a few basic series of papers. In "instant" archives, this is impossible. Yet, without a critical approach to diplomatic and a careful analysis of the administrative structure, we will not be able to assess with confidence the historical implications of our holdings for the historian. A well-planned M.A. programme in which a series of theses is written on the various departments of government in any one province could help a great deal, as archivist and historian work closely together on the problem. This discipline would be an admirable one for both parties, and in no sense parochial, since structures of government and administration have a universal application.

So far as I know, very few studies of this kind have been made, and the lack of them may be reflected in two outstanding works on the subject: Leonard B. White's administrative history of the United States government in four volumes, and his pupil, J. E. Hodgett's, Pioneer Public Service (1955). I do not wish in any way to belittle these works which cover a very broad field and have been most carefully researched. In Professor White's volume, the emphasis for the most part is on the politics and power struggles behind the evolution of United States' departments of government, the extent to which political theories are practiced, the constitutional implications - almost a political history of the administration, which although immensely important, is not the whole story. A brief examination of sources revealed in the footnotes reinforces this impression. A great many are from the private papers and diaries of politicians who became administrators and the official House reports to Congress, with almost no reference to departmental records at a lower level.

Professor Hodgett's book makes a similar approach to the United Provinces administration and again the footnotes reveal very little use of departmental material below the level of annual reports. Admittedly, he writes more from the standpoint of the political scientist than the historian. He explains in his preface that his aims are first "to provide a description of the evolution and structure of the administrative machine" including the "contributions of the public servant to the welfare of a pioneer community"; secondly, to examine "certain basic administrative issues" which are still with us; and thirdly, to show that responsible government was won politically before it was recognized at an administrative level. These are broad issues and they are finely handled, but there is, I maintain, a genuine need for a study of the administrators themselves biographically and relative to their social background; to see how they viewed the provision for public servants; what promotion they received and how they organized and modified their departments to meet pressure of work arising out of obligations to the citizen on the one hand, and policy changes at the ministerial level on the other.

Perhaps these two examples will have made my point. The active cooperation of historians and archivists in this field is essential. The archivist's ability to give a more informed appreciation of his resources will be greatly increased. It is high time for departmental records to be

studied from the "consumer" point of view. We have "consumed" (or been consumed by) a great deal of administration since the early days of government in Canada. It is now time for us to take a closer look at the product and stop taking the label for granted.

ADMINISTRATIVE HISTORY - AN HISTORIAN'S OPPORTUNITY

By

V. Seymour Wilson, Carleton University

"The productions of historians may be thought of as a great file indispensable to all social science -- I believe this is a true and fruitful view. History as a discipline is also sometimes considered to contain all social science -- but only by a few misguided 'humanists'. More fundamental than either view is the idea that every social science -- or better, every well-considered social study -- requires an historical scope of conception and a full use of historical materials. This simple notion is the major idea for which I am arguing."

C. Wright Mills, The Sociological Imagination

The words of this brilliant American sociologist give ample testimony for the reason why I, an amateur historian at best, am here to address this august gathering today. The late C. Wright Mills was a persistent gadfly to us social scientists, and, more particularly, a trampelling bête noir within the intellectual cabbage patch known as sociology, for, it was one of his passionate convictions that the contemporary work of much social science had lost its moorings by its serious disregard of historical studies. This line of thought he reiterated throughout most of his writings: history must be conceived as much more than past political events, for it was the life of yesterday in the present.[1]

It was Alfred North Whitehead who, many years ago, reminded us of a phenomenon called "historical foresight", not in the sense of scientific prediction, for man's behaviour is much too complex to be classified in the straight jacket of most universal physical laws, but a connotation much more germane to the human experience. Whitehead argues that even though the facts of history are complex and at times seemingly unintelligible, yet there is precious knowledge in the fact that we are informed as to how individual men behaved in the past, and consequently how they might behave in roughly similar situations in the future.[2] At the risk of oversimplifying the arguments of Mills and Whitehead, I believe that a good synopsis of both scholars' arguments is that historical knowledge encourages a widening of one's perspective in assessing events of critical importance in the development of social structures. It is my main thesis that in the study of administration the work of Canadian scholars is seriously hampered by the dearth of historical studies within this area of intellectual endeavour.

Perhaps a few caveats are in order concerning the manner in which I have interpreted my assignment. Firstly, my orientation is totally

federal, not because time precludes looking at the provincial services, but simply due to the fact that we know virtually nothing about the historical development of our provincial governments. A random check of the Canadian Historical Review for the past thirty years reveals, at best, a couple of masters and doctoral theses which could be appropriately termed administrative history at the provincial level. One significant fact should be stated concerning the development of provincial bureaucracies: insofar as the evolution of civil service legislation is concerned, most provinces in Canada attempted to emulate reforms made by the federal government. Between 1908 and 1918, for example, when the federal government attempted civil service reforms along the lines of the Northcote-Trevelyan recommendations for Great Britain, at least three to four provincial services attempted to follow its example. Secondly, I assumed that the emphasis on "opportunity" allows me to adopt a panoramic perspective for this short address: what has been accomplished so far, and what opportunities are available, as I see it, for historians who are prepared to take up the cudgels.

Administrative history has a long and venerable tradition in the United Kingdom. Time and relevance preludes any discussion on this theme, but one work which will be singled out here for a brief comment is J. Donald Kingsley's influential historical analysis of the British civil service. In this study of the growth of the British civil service, Kingsley contended that the reforms implemented, beginning from the late 1850's, were basically oriented to accomodate the pressures applied to the bureaucracy by the British upper middle class.[3] Business groups, desiring an efficient political system that would facilitate and protect the development of commerce, clamoured for permanent non-political officials to ensure the continuity of government regulations and practices, thus making for stable relations within the political system regardless of shifts in party fortunes. Kingsley further contends that the British civil service had become a "captive" of this middle class -- the Oxbridge tradition of administrative generalist being all pervasive -- thus creating a lack of responsiveness on the part of the bureaucracy. He then argues for a representative bureaucracy: one which must contain a reasonable cross section of the population in terms of occupations and social class, so as to mirror the values and attitudes of the society which it serves and from which it derives its roots. Presumably when bureaucracies are representative of the various groups composing the society, they would have a "feel" for the social fabric of the land, thereby enabling them to give socially significant advice to their political overlords.

This concept of representative bureaucracy has had a profound effect on the writings on many scholars in the Western world.[4] Proponents of the concept argue that the greater the bureaucracy mirrors its containing society, the greater will be its responsiveness to the social problems and needs of that society. Professor Paul Van Riper, in his History of the United States Civil Service, puts it this way:

> ...to be representative a bureaucracy must (1) consist of a reasonable cross-section of the body politic in terms of occupation, class, geography, and the like, and (2) must be in general tune with the ethos and attitudes of the society of which it is a part...If we can maintain the ideal of representativeness in our civil service and maintain it consciously, we are more likely to control bureaucratic behavior at its source by a sort of internal thermostat... All this is meant to suggest that the concept of representative bureaucracy

offers one of the few positive approaches toward a new theory of administrative responsibility and perhaps even of public administration in general.[5]

Underlying this concept of representative bureaucracy are some basic assumptions. Implicit here is the thought that it is relevant to compare the composition of public bodies to the composition of the total population or labor force to determine the degree of "openess" and "responsiveness" of the bureaucracy. Secondly, the concept implies that high intelligence is not the monopoly of any particular group in a society; since able people come from all segments of the society they should all be able to gain access to the upper eschelons of the bureaucracy in numbers that reflect their group's proportion of the total population.

But just how valid are these assumptions? What, in effect, constitutes representativeness? In Canada, significant criteria would be regional, ethnic, religious and class differences.[6] Can the concept be accomodated in Canadian society and really be meaningful?[7] **Is it meaningful at** all in any society? These are some of the questions now being asked by our Commission on Bilingualism and Biculturalism. Unlike the United States and Great Britain, the concept of bureaucratic representation here in Canada has not been a subject of discussion among intellectuals or the public at large. I suspect that after the forthcoming volume of the B and B, we will be hearing much more of the idea than heretofore.

Turning our attention rather briefly to the United States, it readily becomes apparent that American administrative historians have been left a rich legacy of studies on both the federal and state bureaucracies. I have already mentioned Van Riper's History of the United States Civil Service. Completed on the seventy-fifty anniversary of the famour Pendleton Act, this book traces the growth and demise of the "spoils system", in favor of the merit system of personnel recruitment. Van Riper pays considerable attention also to the rapid growth of the federal bureaucracy during the "New Deal" era and World War II. Professor Leonard D. White's studies have also been significant milestones in the study of American public administration. White's four volumes -- The Federalists (1948), The Jeffersonians (1951), The Jacksonians (1954) and The Republican Era (1958), cover essentially more than one hundred years of administrative history from 1789 to 1901. Through descriptions of the organization and operation of executive departments and extensive quotations from public reports and other official sources, White provides us with a rich, well-documented history of the evolution of the American federal bureaucracy. **White's study has been an extremely valuable reference work for** students of administrative history in the United States.

CANADA

There have been some Canadian efforts in writing administrative history, but these have been few and far between. J. H. Aitchison, for example, has already done some work on local government in Ontario. We have had W. Smith's, now somewhat dated, study of the development of postal services in British North America,[8] a biographical study of Sir Joseph Pope,[9] and various scattered articles of historical importance in Canadian Public Administration during our centennial year. The three most important historical studies on the Canadian federal bureaucracy have been done by political scientists: R. M. Dawson's The Civil Service of Canada,

written some forty years ago; Taylor Cole's, The Canadian Bureaucracy, a post World War II study continuing where Dawson had left off; and J. E. Hodgett's scholarly and influential analysis, Pioneer Public Service, which explored the prominent part that environmental factors played in affecting the pre-Confederation administrative structure in Canada.

What then remains to be done in Canada? My colleague on the panel, Mr. H. A. Taylor, has suggested what I think is a rather useful two-pronged approach to the subject: first, the influence which administration has had on the people at large, and second, the history of particular governmental departments or agencies. Let us look at this first aspect, the influence of administration on people at large.

The ceaseless expansion of government activities over the past forty years has created some concern among students of administration as to what methods could be devised to keep growing bureaucracies responsible and under democratic control. An influention study dealing with this problem has been Andrew Shonfield's able analysis of public and private power in the major countries of the occidental world.[10] In brief, the book deals with how capitalism in each of the democratic-capitalistic states of the West has met the weakness of a century's emphasis on laissez faire: each society having substantially expanded the area of public control over the economy. Shonfield makes the argument that in expanding this dimension of governmental activity -- this dimension of the public administrator's province -- each country has used different methods, in conformity with its traditions and institutional framework. There has, therefore, been an inexorable increase in the role and influence of public power. Canadian scholars have also expressed fears concerning this accretion of bureaucratic power and influence. W. L. Morton has voiced some concern about the growing influence of federal-provincial conferences.[11] J. E. Hodgetts has recently warned us that:

> "In a system such as ours, where policy initiatives are either germinated by experts in the bureaucracy and ratified in the secrecy of cabinet enclaves or compromises worked out behind the closed doors of ad hoc dominion-provincial entities of all descriptions, there is a great danger that public apathy will be assumed to be a fact of life." [12]

While all these statements point to a concern about the accretion of bureaucratic power and its ramifications on a democracy such as ours, as yet no one has completed a Shonfield-like analysis of this purported accretion and the reasons, perhaps unique in some ways to the Canadian situation or otherwise, for this growth. This is an area, I believe, for Canadian administrative historians to demonstrate their scholarship.

In historical scenarios on Canadian national development, many historians have indicated that the Canadian experience has been rather strongly influenced by the models of Great Britain and the United States. This generalization has been amply verified, I believe, in many aspects of our national life -- politics and economic development for example -- and, as exploratory studies are now showing in our administrative development as well.

Between 1908 and 1917 there was a conscious attempt by the federal Civil Service Commission to develop the Canadian bureaucracy along the reform measures advocated by the famous Northcote-Trevelyan Report in the

United Kingdom. With the advent of the Union Government in 1917 Canada was to turn to the United States for the model of administrative reform which was subsequently adopted. Indeed even the reformers in the United States were impressed with the sweeping reform measures which cabinet government was able to achieve in Canada. One leading American civil service reformer indicated years later to one of our senior civil servants that by the introduction of the Civil Service Act of 1918, Canada had "proceeded to build up a modern civil service system, far in advance of that of the federal services of the United States, and in fact in advance of that in most provinces, states and cities."[13]

Historical studies on the Progressive movement in the United States have documented the extent to which this reforming crusade had influenced the implementation of reform measures in federal, state, and municipal government.[14] While there is no substantive documentation that the same holds true for the Canadian experience, initial probings indicate that the influence of Progressive reform philosophy in Canada was much more pronounced than scholars have heretofore recognized.

The unhappy experiences of Canadian political life during 1917, culminating in the creation of the Union Government, have caused the positing of two diametrically opposite views of historical reality by Canadian scholars. English Canadians usually subscribe to the view that Union Government was born of military necessity, for the survival of the Canadian nation made it imperative that the German juggernaut be stopped. Sir Robert Borden himself provided the rationale for this viewpoint when he pleaded in the House of Commons that "if this war should end in defeat, Canada, in all the years to come, would be under the shadow of German military domination. This is the very lowest at which we can put it."[15]

Most French Canadians, however, have argued that Canada, by actively committing herself to the European conflict, was joining with Great Britain in pursuing "imperialist ventures", the effects of which "may rend and tear this Canada of ours down to the very roots."[16] The tendency, therefore, has been to discuss Union Government either in terms of military necessity or crass political indifference, and in many ways this is understandable because of the direct effects the war had on Canadian life. There are good reasons to suggest that this historical dichotomy, has however, been too narrow an interpretation of past events, for in viewing Union Government in this limited perspective, students of Canadian history have failed to elaborate on the reform orientation of the motley collection of politicians who, holding such widely differing views on many political issues, came together to form the union. In his biographical record of the tumultuous events leading up to the formation of a Union cabinet, Prime Minister Borden admitted that, on more than one occasion, he had sought the counsel of Henry Wise Wood, the high priest of the Progressive movement in Western Canada.[17] There is a possibility that Wood could have been offered a Cabinet post in the Union Government, although there is no conclusive evidence to substantiate this assertion.

More germane to our discussion here, however, is the fact that the 1917 election was fought on two major issues: the need for the vigorous prosecution of the war effort and the necessity for civil service reform in Canada. To what extent Borden joined issue with Progressive reform philosophy to win an election victory in very difficult times is still a matter of conjecture. The point to be made here, however, is that these reforms, implemented in 1918, have made an indelible imprint on the

Canadian federal bureaucracy since that time. A study showing the interconnection between progressive reform philosophy and the bureaucratic reform measures would fill a missing void in Canadian studies.

Another area of potential exploration for historians would be to indicate to what extent the Canadian administrative experience has been influenced by the practice of bureaucratic patronage. What is the connection between the practice of patronage, the party system and the bureaucracy? The superficial evidence we have so far points to an interesting relationship which needs further study and research.

Writing at the turn of the century, the French sociologist, André Siegfried had the following to say about Canadian political parties:

> The lack of ideas, programmes, convictions, is only apparent. Let a question of race or religion be raised, and you will immediately see most of the sordid preoccupations of patronage or connection disappear below the surface. The elections will become struggles of political principle, sincere and passionate. Now this is exactly what is feared by the prudent and far-sighted men who have been given the responsibility of maintaining the national equilibrium. Aware of the sharpness of certain rivalries, they know that if these are let loose without any counterbalance, the unity of the Dominion may be endangered. That is why they persistently apply themselves to prevent the formation of homogeneous parties... The clarity of political life suffers from this, but perhaps the existence of the federation can be preserved only at this price.[18]

In a short paragraph "the de Tocqueville of Canada" captured a basic sociological truth about Canadian parties. When Canada began Confederation in 1867, there were no such extra-parliamentary organizations as parties. Present on the political scene was a motley collection of men in political life. In the coalition government of 1867 there was the almost unbelievable camaraderie of Ontario and Quebec Conservatives. As Frank Underhill puts it:

> ... Canadian statesmanship reached its highest pinnacle of achievement when in the same cabinet under one prime minister there sat side by side the head of the Orange Order and the spokesman of French Catholic Ultramontanism.[19]

The man who achieved this feat of distinction was of course no other than Sir John A. Macdonald. In order to forge a Parliamentary majority of the disparate group of politicians, Macdonald had to appeal to those "loose fish" or "waiters on Providence".[20] After Alexander MacKenzie achieved power in 1875, he too had to face the realities of Canadian political life as it existed at the time.[21] In a letter dated November 18, 1874 to his Nova Scotia lieutenant, A. G. Jones of Halifax, he exclaimed in exasperation:

> I am in receipt of your extraordinary letter about railway and other appointments, and I confess nothing has been written to me for months that has astonished me more. It is really too bad. Half of my time is taken up with this question of patronage in Nova Scotia and Prince Edward Island. My life has become a torment to me about it.[22]

One of the reasons for Conservative success in our early history is Sir John's conscious utilization of patronage, and the power of office, to construct a national party. On the other hand, the Liberal leadership refused to do so, and hence was faced with the consequences of maintaining a weak, unstructured party. As Sir John Willison later commented: "The fault of the Liberal party was voluble virtue".[23] Not until Sir Wilfrid Laurier's prime ministership did the Liberals begin to utilize the office of power to build a stronger political party.

There seems to be a connection between our party structures and the bureaucracy. What forms did patronage take in the federal administration? How pervasive was the practice? Was it comparable to the American spoils system or, where there significant differences? Is the connection of patronage with the party structures and the bureaucracy as simple as it appears or was it much more complex? A scholarly study on this subject would be invaluable to both students of political parties and the bureaucracy.

Turning our attention to institutional studies, there still remains much to be done on the historical studies of administrative departments and agencies. These structures, in turn, cannot really be understood if we neglect to take into consideration the kinds of individuals - the key decision-makers - who play such instrumental parts in shaping them. For this reason we need biographical studies of such men as Sir Joseph Pope, William Foran, the influential secretary of the Civil Service Commission for over thirty years, Adam Shortt, the first de facto Chairman of the Civil Service Commission, and later Director of the Board of Historical Publications in the Public Archives of Canada, W. C. Clarke, Watson Sellar, A. W. Ronson and many others who have helped shape the destiny of this country.

These, then, are just a few of the random possibilities for historical research in Canada. Administrative history has not been a particularly favorable area of intellectual pursuit in Canada, for the very simple reason, I suspect, that most historians never have considered it important. Canadian historical writings have been greatly influenced by the romance of the individual - the Lauriers, the Macdonalds, the Bordens and the MacKenzie Kings. Undoubtedly these men are of extreme importance to our historical record, but whatever else man may be, he is a social and historical actor who must be understood, if at all, in close and intricate interplay with the social and historical structures which comprise part of his environment. The study of administrative history, I believe, could help immeasurably in furthering this understanding.

Footnotes

1. C. Wright Mills, The Sociological Imagination, (New York: Oxford University Press, Inc., 1959).

2. Alfred North Whitehead, Adventures of Ideas. (New York: MacMillan & Company, 1947).

3. J. Donald Kingsley, Representative Bureaucracy. (Yellow Springs: Antioch Press, 1944).

4. Norton Long, "Bureaucracy and Administration" American Political Science Review, 46 (September, 1952), p. 803; Paul Van Riper, History of the United States Civil Service, (Evanston, Illinois: Row, Peterson, 1958). V. Subramanian, "Representative Bureaucracy: A Reassessment" American Political Science Review, Vol. LXI (December, 1967), pp. 1010-1019.

5. Riper op.cit., pp. 552 - 553.

6. John Porter, The Vertical Mosaic (Toronto: University of Toronto Press, 1965). p. 449.

7. For an initial application of this concept to Canada, see S. M. Lipset, Agrarian Socialism: The CCF in Saskatchewan (Berkeley: University of California Press, 1950).

8. W. Smith, The History of the Post Office in British North America, 1639 - 1870. (Cambridge: University Press, 1920).

9. Sir Joseph Pope, Public Servant: The Memoirs of Sir Joseph Pope (ed) by Maurice Pope (Toronto: Oxford University Press, 1960).

10. Andrew Shonfield, Modern Capitalism: The Changing Balance of Public and Private Power (Toronto: Oxford University Press, 1965).

11. W. L. Morton, "Needed Changes in the Canadian Constitution" in Gordon Hawkins (ed) Concepts of Federalism (Toronto: CIPA, 1965). pp. 82 - 92.

12. J. E. Hodgetts, "Public Power and Ivory Power", Agenda 1970: Proposals for a Creative Politics Lloyd and McLeod (eds) (Toronto: University of Toronto Press, 1968).

13. Fred Telford, Director, Bureau of Public Personnel Administration to William Foran, Secretary Civil Service Commission of Canada. March 23, 1932.

14. Samuel Haber, Efficiency and Uplift: Scientific Management in the Progressive Era 1890 - 1920. (Chicago: University of Chicago Press, 1964).

15. Henry Borden (ed) Robert Laird Borden: His Memoirs (London: MacMillan & Company Limited, 1938) p. 698.

16. Ibid., p. 704.

17. Ibid., pp. 728-756.

18. A. Siegfried, The Race Question in Canada Carleton Library, No. 29. (Toronto: McClelland and Stewart, 1966). pp. 113 - 114.

19. Frank Underhill, In Search of Canadian Liberalism (Toronto: The MacMillan Co., 1960).

20. Macdonald's and Cartwright's terms for the ministerialists. See Escott M. Reid, "The Rise of National Parties in Canada" in H. Thorburn (ed) Party Politics in Canada (2nd edition) (Scarborough:

Prentice Hall of Canada, 1967) pp. 15 - 22.

21. For further documentation of this, see Frank Underhill op.cit., and Sir John Willison, Reminiscences Political and Personal, (Toronto: McClelland and Stewart, 1919).

22. Quoted by Underhill, op.cit., p. 38.

23. Willison op.cit., p. 36.

In the discussion which followed, PROFESSOR WILLIAM ORMSBY felt that the historians' opportunity coincided with the archivists' need only to a limited extent. Is the situation in which the archivist finds himself today really as gloomy as Mr. Taylor suggests? Is it true that the archivist cannot adequately service the records in his custody until historians and M.A. condidates have provided him with a whole series of studies in administrative history of the relevant governmental agencies? He agreed that such work would improve the archivists' understanding, and therefore enable him to give better service, but did not regard it as essential. He saw a tendency among archivists to become obsessed with the necessity to restore the original order to a series of records. Is there not a tendency to overestimate the volume of evidence to be obtained from understanding the interrelationship of series within a group? If an archivist does not find sufficient evidence of an original order, the assumption that valuable evidence is lost if the original order, whatever it may have been, is not restored may well be a delusion. Which is most important? Acquisition of knowledge of the subject matter of the series or knowledge of the organizational structure? That may be an academic question, for the archivists' greatest need is to have the historian use as extensively as possible the holdings which he has saved from destruction for the historians' use. If there are fifty series where the archivist knows in depth the administrative history of the agency, thoroughly understands the relationship between series, but has no means for the historian to go to specific subject matter in the series, then these records are not going to be used very much. Also, what kind of questions does the historian come with? He wants to know what records are available that would show him how Baillie operated in New Brunswick or what material there was on the general social and economic level of the Loyalists who came to settle in New Brunswick. Historians are not as concerned as archivists like to think with the relationship of one series to another.

The archivist has to show both the ability to think historically and display what may be called historical imagination. Should not the archivist be his own historian? If he waits for the historian and the graduate student to provide him with information required to understand his records thoroughly, he is very likely going to wait forever. The archivist might do well to hang up on his wall the adage that "The Lord helps those who help themselves". If the archivist produces a number of interesting articles on the administrative history of agencies whose records he holds, he will have at least made a beginning and will greatly enhance the chances of attracting historians and social scientists to the field; the archivist wants more than anyone else to know precisely how an agency was organized.

The examples of "opportunity" that Mr. Wilson gave support this view, for most of his examples show a need for information on something wider than just organization.

Given the present state of historiography in Canada, perhaps one could even say in North America, are historians or social scientists likely to become interested in detailed analysis of administrative structure - the kind that is required to provide the archivist with a better understanding of the interrelationship of series within record groups? They will more likely continue to be interested in the kind of problems which attracted Professor Leonard B. White and Professor Hodgetts, and they will turn to detailed analysis of administrative structure only when they find it relative to social, political or economic problems. If the archivist can show them that it is relevant by his own need, then they are likely to turn to him, but it is not automatically relevant. When Professor Hodgetts was doing the research for Pioneer Public Service, he had people working for him, and he himself worked, much below the departmental report level, although the kind of question he was asking was more often than not answered by the departmental reports.

For the archivist, minute details of organization and performance of function are invariably of some value. Perhaps this is also true for the archivist and the social scientist, but if it is, the archivist will likely have to prove it by his own example, by demonstrating the social, economic or political significance of this type of work.

HUGH TAYLOR replied by saying that he would be the first to admit that it is the obligation of the archivist to understand and work out for himself the basic history of the groups he is concerned with. But the archivist can only go so far with this, especially when he is working in an "instant archives" where he is almost submerged in records, and is then expected to offer viable service within a year of opening. He naturally recruits all kinds of help to illumine what he can, and there is an opportunity here for graduate research in this field. On the matter of the internal structure of a series of documents, the archivist's job is one of reconstruction. He is probably the nearest in time to the original order, and the longer he leaves it, the dimmer the pattern of the structure becomes. He must try and set it up right, and if the job is well done, it will stand the test of time. He will not get it all right, but there is quite a high priority to do this because in the subject field - and historians are of course interested in subjects and not frameworks - the subject index will be all the better for having the documents properly structured. Themes can then be traced more logically and rapidly to their conclusion.

DR. KAYE LAMB was sure that Mr. Taylor and everybody else wishes that records were as tidily arranged or at least came into existence as tidily as we would like them to do, but that was not always the case. He remembered two large and rather conglomerate departments in Ottawa which were, for the first time in their lives, safely established in a brand new building, and were settling down very happily until Mr. Pearson came into office and decided to change the whole structure, resulting in an administrative upheaval that has very little relation to function. And all sorts of extraneous things can happen to records that only an index will bring out. Dr. Lamb recalled being in the Public Record Office in London once and purely fortuitously noticing a name, which resulted in the discovery of the personal papers of a Governor of Newfoundland amongst the

records of a Naval Hospital in England in which he happened to have become governor because his papers stayed there at the time of his death.

The movement of records is in a constant state of flux which does not necessarily have anything to do with function. The copyright office has been to three different departments, but, from the point of view of function, that does not make any difference to the person interested in copyright. It is just a matter of keeping track, and there is a great deal of administrative transfer that is caused just by whim. There have been instances in the Federal Cabinet, for instance, where a new minister had obtained permission from the Prime Minister for certain responsibilities to be moved to his portfolio, and the pattern would be changed again. In the history of departments, it is this kind of administrative arrangement that causes much confusion and papers, like people, can become "orphans" when their antecedents are lost.

HUGH TAYLOR agreed with Dr. Lamb, that this is absolutely so and the doctrine of inheritance of records as they move from one group to another only requires a line written in an inventory to keep the picture straight. Sometimes a record series changes in significance over the years. The verbiage still goes on but the heart and authority has gone out of it as the power passes from that department or branch.

DR. WILFRED SMITH (Chairman) saw a danger in interpreting administrative history too narrowly. Surely, with the increasing significance of government in all our lives and our interest in social, economic, and every other type of history that is a part of human experience, there should be a broader concept of administrative history which should include what departments and agencies are doing. For example, Professor Turner has been working on immigration, agents and national representation abroad. This is a very significant field of research, and it is probable that Professor Turner, in his use of departmental records, has probably handled hundreds of boxes which he was literally the first person to use. Here is significant material, not limited in value to administrative history, which is not being used. Now, perhaps this is the fault of the Public Archives for not making the contents of its holdings widely enough known. But should it be necessary to inform historians that there is more in departmental papers than administrative history?

SEYMOUR WILSON asked what happened if the archivist is not conversant with these wider social and economic questions. How does he determine which documents are relevant; that is, which ones should be left in the possession of the archives and which are to be destroyed? For example, in looking at the Civil Service Commission, he notices that certain documents were available and was seriously hampered by the fact that these documents had been destroyed.

The criteria used by archivists in documentary appraisal was then explained and discussed. DR. LAMB said it must not be assumed that the records of a department always reach the archives in a complete state. The archivist is not always to blame for the gaps in the files. They may be caused by departmental decisions or neglect in the past. DR. SMITH remarked that archivists have sometimes been criticized for not keeping up with current trends in historical research. But if the archivist waited for historians to indicate where they were going to place their emphases, then there would be no source material left. The archivist must learn to anticipate the future needs of the historian, and, through selection

criteria, decide what records are significant. The material will then have been saved, not because of any particular historical subject interest on the part of the archivist, but because he has devised criteria which enabled him to select significant material, regardless of subject matter. There is nothing haphazard about appraisal. The Public Archives has to appraise on a massive scale, and is always striving to remove the guesswork. It is a normal part of a professional archivist's job to look at hundreds or thousands of cubic feet of records and to decide which of these should be kept and which can safely be destroyed. Now, this has to be done; the decision has to be made; the problem cannot be solved by keeping everything, by building more archives or by microfilm or miniturization alone. The basic solution is selection, and there is the challenge to make the proper selection. It is a professional job that must be mastered.

PROFESSOR MURRAY YOUNG said that, for him, one of the most fascinating aspects of administrative history is the tracing of power structures and the very subtle shift of emphasis that take place in government to which Mr. Wilson paid a great deal of attention in his very able paper. The initiative coming from within the bureaucracy is a very important aspect of administrative history which cannot be approached except through the study of departmental records or the reports of civil servants. Another aspect is the way provincial civil services have followed the federal plan, and in the past, colonial civil services have followed the British pattern. For example, there is no very clear picture of how the power of the Treasury emerged in British government, in Canadian government or in the government of New Brunswick. It is quite clear that, in New Brunswick, the power of the Treasury increased enormously in the late 1950's, and was perhaps not effectively established until that time, whereas the power of the British Treasury probably became effectively established in the modern sense sometime in the 1820's and 1830's.

MR. WILSON suggested that a useful study could be made of the Canadian bureaucracy and its build-up during the war. To what extent have these men influenced public administration in Canada? Initial probes seem to indicate that the answer would be that they were very influential. Mr. Wilson added that he had just completed a study on the growth of the Treasury and its importance in Canada. The Treasury Board seems to have been brought in by John A. Macdonald because (and this has happened in Canadian bureaucracy over the years) he saw a nice thing in England and instituted it in Canada. But the Treasury Board was of little importance until the administration of R. B. Bennett and the fact that Mr. Bennett himself was directly concerned with fiscal and monetary control during the Depression. The accession of power within the Treasury Board probably dates from that period.

ACQUISITIONS POLICY: COMPETITION OR COOPERATION?

Dr. Kaye Lamb

Dr. Kaye Lamb introduced the panelists and then said:

It may be helpful and save a good deal of time if I mention some of the specific points that will be of most interest to one or other of our speakers. Let us start with the premise that well-defined policies would encourage the grouping of related historical source material in one place and avoid competition.

If policies were well defined, institutions could be of great assistance to one another by alerting each other to collections in their respective fields. I feel, too, that well-defined collections and collecting policies would be much more likely to attract help from foundations and financial resources of that kind than a sporadic kind of hit and miss, catch as catch can, acquisitions plan. Nevertheless, even if we succeeded in setting up well-defined policies all over the country, there are certain things that we may as well recognize right from the start which would tend to upset such a policy.

There is the matter, first of all, of conflicting interests. I have on my right here Mr. Allan Turner, the Archivist of the Province of Saskatchewan. I was for years archivist of the Federal Government, and we had a conflict of interest over the papers of such a man as Jimmy Gardiner. He was premier of the Province of Saskatchewan, and later, Minister of Agriculture for a long period of time, a very important Federal figure, a very important Provincial figure. Where should the Gardiner papers be? We both have interests.

Secondly, there is the matter of the nature of materials. I feel this should to some extent be a determining factor in deciding where they are to go. I, for instance, feel that official records of a government should most decidedly go into the custody of the archival authorities of that government. And I feel, too, that the papers of the major political figures who have been concerned in the activities of that government, Federal Prime Ministers for example, should by and large, where possible, go to the archival institutions of the authority concerned.

Our plan could also be upset by one of the institutions concerned. An institution may have a perfectly well-defined policy which it does not actively pursue, and as a result, things may go by default.

There may be a question of lack of money. The appropriate institution may not have money to acquire the materials it should have logically; and nowadays, this is increasingly important, because, as we all know, more and more archival materials are turning themselves into cash values; and thanks to Sotheby's and other people, cash values are soaring at a quite fantastic rate.

We must also reckon with the personal preferences of the person who owns a collection that we would like to have. The person may for some reason prefer to put it in institution "B" instead of institution "A",

where we would prefer to see it go.

And then there is the matter that I think we must note quite frankly today - the matter of competition. It can come from a variety of sources, even including an archival institution that collects aggressively, regardless of the interests of others - and I could cite some instances of that kind.

There is competition from the wealthy private collector, who just picks up what interests him, regardless of the logic of the matter. I do not want, in the least, to belittle the private collector; what concerns us are the motives and long-term plan that govern his collecting. If a man is collecting a volume of material and he has an institution in mind, that is fine. And incidentally, I have known one or two collectors who made it quite clear from the start that they were going to leave instructions in their wills for their collections to be dispersed, the feeling being, 'I've had a lot of fun collecting this; I want somebody else of the next generation to have some fun too'. Then there is something that we have encountered more and more recently - competition from non-archival institutions; in particular, from universities and sometimes one or two of the larger public libraries. And this competition, particularly from the universities, has been important to archival institutions in recent years because university libraries, by and large, have had more money available than the archival institutions - much more money than the archival institutions.

And then finally, there is the competition from outside Canada. We all know of a number of things that we would have liked to see remain in Canada which have migrated, in particular to the United States. We have all noted the tendency to auction Canadian materials in London, and London is only too frequently a halfway house to the United States instead of to Canada.

Now, the question we must ponder is whether, in view of all these disrupting factors, the reality of which we must recognize, a plan or policy is feasible or whether we are simply talking about something that is not practicable and must just continue the old game of grabbing what you may.

In conclusion, there is one aspect that I think is very important in this whole relationship, and I think we should hear something about it, and that is there should be, most emphatically there should be, recognized prerequisites that an institution should have to meet before it can legitimately begin to collect manuscripts and archival materials. And I think those basic essentials can be summed up under four headings. They must have appropriate physical facilities. I do not think an institution has any business collecting materials and putting them in a fire-trap. They must be prepared to give reasonable conditions of access and use - they must not get possession and just take delight in possession and not make materials available. And finally, they must have some assurance of long-term interest - and this, I think, is specially important; it is the basic thing that the archival institutions, whose basic purpose is an archival purpose, should be able to offer. Their standards are less likely to be threatened by policy whims and financial squeezes.

[The paper of each panelist is printed below in order of speaking.]

Bernard Weilbrenner, Public Archives of Canada

The goal of the Public Archives of Canada is to assemble and place at the disposal of the federal government and the public as complete a collection of original documents, or copies of such original documents, of every kind and description, which will be useful sources for research into the development of the country.

There are, naturally, limitations to what can be done, by reason of space, staff and monies available.

There are also limitations because of the federal system of government. Documents primarily of local and provincial interest should not be acquired by the PAC, but by provincial or local institutions. But the PAC has deviated from this statement in the past in two ways: it has acted as a local depository for the Ottawa region, and it has acquired documents which, in the absence of suitable depositories, might well have been destroyed.

Nevertheless, the PAC have a legitimate interest in documents which show the early development of the country, even if they refer to settlements limited in scope and encompassing small areas.

As an institution of the federal government, the PAC have a first duty towards the records of the federal government, including the crown corporations and its predecessors. It is a natural corollary that it should complete these official records with documents from private sources which would permit a more complete and more accurate understanding of the policies and operations of the federal government. The PAC then, have a great interest in the papers of individuals who have made a contribution to the working of the federal government, either in elective positions or as public servants.

But the interests of the PAC are not limited to those papers closely related to the central government. Institutions and persons not directly connected with the present federal government or its predecessors may have had an impact on the whole country or on a large sector of Canada. They may be in several fields of activity: finance, business, education, literature or the arts. Their records are the fabric of the cultural heritage of Canada, not of a region or a province.

In the field of commercial corporations, the Public Archives is not in a position to acquire all such records in Canada. In addition to the Crown corporations records such as CNR, Air Canada, the PAC have acquired records of the Hudson's Bay, of banking institutions, and other companies operating all across the country, it would also like to see a selective sample of each type of industrial and commercial enterprises deposited there.

We must admit that there are frequent cases where differences of opinion are likely to arise as to the logical depository. It is hoped that in these cases, a compromise be reached, that the original documents be kept in one place, and that a photographic copy be provided for the other institution or institutions having a legitimate interest in these documents.

The PAC realize the legitimate desires of the provincial archives to have, at the disposal of the public of the province, as complete as possible a collection of documents relating to their own province. The PAC will endeavour to accommodate, as well as they can, the Provincial Archives by providing copies of the official and private papers that they possess, and to satisfy the goals of the provincial archives. In return, the PAC will expect the provincial institutions to reciprocate by giving to the PAC copies of material of interest to the country as a whole.

There is probably place, in a country as large as ours, for regional or local archives in addition to federal and provincial ones.

The fact is that universities and historical societies have been active in the collecting of documents.

In my opinion, these institutions should not compete with federal and provincial institutions, but act as regional or local archives.

Looking at the future, I would recommend for the whole country what I recommended some years ago for the Province of Quebec; that is to say, the setting up, in each of the large provinces, of a network of regional archives, well equipped and properly staffed, which would ideally work if not under the control of, at least in close liaison with, the provincial archives, and in collaboration of the universities, where a great number of archives users are located. They could probably amalgamate existing local archives.

This network could be used for the loans, between institutions, of photocopies of the important series of documents preserved in federal, provincial or other regional archives. The Public Archives of Canada has been transferring to microfilm important portions of its records and manuscripts, and interlibrary loans of these is expanding continuously.

With the constantly improving systems of communications and copying, the location of the originals will be less and less important, provided that the documents are generally available to researchers in the form of facsimiles or photocopies.

Donald McOuat, Archives of Ontario

As a Provincial Archivist, I approach the above subject with some trepidation, since I note those present include university and municipal librarians, museum curators, executive members of historical societies, and other persons whose agencies in varying degrees seek out and acquire unpublished records and manuscripts of historical and other research significance. In the interest of sheer self-preservation, I must start with the disclaimer that I am only setting forth certain very general principles in which I (and I think some other Archivists) believe.

I may perhaps be over-stating the case in defining the ideal, and I fully recognize the many exceptions which occur with respect to particular acquisitions. For example, valid exceptions might include: documents relating directly to the institutions concerned or of interest solely to a local community; documents which the donor may be unwilling to give to an

institution outside his municipality; documents which relate directly to a large collection already stored in a regional institution; or a large collection of documents which the central depository might be unwilling to preserve 'in toto'. Moreover, for the purpose of this brief exposition, I will not go into the question of what institutions should be building up specialized depositories, such as a centralized business Archives, scientific research Archives, literary Archives, architectural Archives and so on. Neither will I attempt to go into the question of the federal versus provincial Archives' acquisition policies which, in any case, is in my experience a matter of less urgency and more open to practical solutions and compromises. I presume that my most logical and informed approach is to consider the acquisition policies with which I am most familiar; namely, those of the Provincial Archives vis-à-vis the regional and local depositories within the province.

Most Provincial Archives in Canada have a dual role in the acquisitions field. Under the legislation which established them, they are required to acquire for permanent preservation all the records of enduring research significance of their legislatures or of any agency of the provincial government. Secondly, they are authorized to acquire, through donation or purchase whenever possible, any non-published records or manuscripts of significance relating to the history of their province or its regions. (In the case of Ontario, particular mention is made to municipal records.) This is a very broad field, but most relevant legislation certainly envisaged that the Provincial Archives would be a major (if not the major) depository for the more significant unpublished documentary material relating to the history of the province. At the back of this philosophy was the thought that scholarly research in most instances would be facilitated if the original historical documents of primary research significance in that province were centralized in one location rather than fragmented in many different regional depositories. With a number of exceptions and modifications, I still believe that this approach has merit and the advent of microfilming and other methods of photocopying has lessened the impact of the principal objection; namely, the difficulty imposed on certain researchers working in areas far removed from the Provincial Archives.

However, I am sure that many manuscript custodians will not agree and a strong case can possibly be made for a more dispersed and localized approach to manuscript collecting even in those fields in which the Provincial Archives already has major holdings. Granting the validity of the above regional depository thesis, there is one essential qualification if local institutions are to establish "Archives". This is simply that they must have the specialized facilities and trained staff to preserve, analyse and make available to the public their documentary holdings.

Other speakers on this panel have emphasized the serious physical deterioration which is affecting important documents stored in institutions lacking proper facilities or staff skilled in documentary conservation and repair. Even specialized government Archives and the largest public libraries are sometimes not fully equipped and staffed in this regard and the situation in the smaller libraries, local museums, historical societies and so on is too well known to require comment here. This being the case, I feel strongly that such institutions should not collect documents of general historical significance if specialized and properly equipped Archives are prepared to acquire and preserve these.

A second proviso is simply that an institution collecting documents

of general historical significance should be open to the public throughout the year. It should have a properly qualified staff on hand to guide researchers, and photocopying equipment to provide copies of specific documents. If the normal services of the institution are restricted to its staff, its members or its students, or if it is not open to the public at least five days a week throughout the year with permanent staff on hand, or if it has no photocopying equipment, then it has no business acquiring collections of original manuscript material of general historical significance.

Thirdly, if an institution intends to collect unorganized collections of significant documentary material, then it must be certain that it has trained professional staff capable of analysing and arranging the collections and preparing suitable finding aids. It must also have sufficient staff to do this within a reasonable time so that the collections do not remain stored in cartons and vaults with the information they contain unavailable to scholars, administrators and other researchers. If it cannot do this, then the institution should not acquire such material, and indeed, should consider transferring its present holdings to a properly equipped and staffed institution.

With regard to defining acceptable staff, I am, of course, entering a controversial field. However, I would say only that the analysis of historical manuscript collections and the preparation of effective finding aids constitutes a specialized field. I am not convinced that all local or regional libraries, for example, even those with a large and excellent staff of librarians, are necessarily qualified to analyse or process manuscript accessions. There is nothing particularly esoteric about the Archives trade, but it is a specialized one, and if an institution intends to enter it on any substantial scale, it should recruit experienced Archivists and not regard its "Archives" as an integral part of the library proper, to be serviced part-time by staff with no archival or historical training or experience.

Having made the above general observations, and recognizing that there will probably never be any completely agreed-upon lines of demarcation in collecting policies between a Provincial Archives and regional institutions within a province, I still feel confident that there is considerable room for mutually beneficial cooperation.

One problem all our institutions face is the phenomenal rise in the price of historical manuscripts. The owners of such material are becoming increasingly aware of the commercial value of their holdings. In so far as public institutions are concerned, it is the height of folly and a serious disservice to the tax payer when they bid against each other. The major depositories within a province should be familiar with one anothers' principal holdings and should keep in close contact so that an agreement can be worked out with respect to the most logical recipient. Moreover, in certain cases where there is a danger that a collection may be broken up and sold to different A.L.S. and other private collectors or dealers, some mutual and combined purchasing arrangement might be made.

Again in the case of some potential acquisitions, there are instances where regardless of one's general beliefs on collecting jurisdiction, it is a fact that the bulk of the surviving related material is already in the possession of another institution. This being the case, the donor's attention should be directed to that institution as a preferable recipient.

There are also instances where one must make an objective judgement on the potential use to which a particular acquisition would be put. If the collection is very local in interest and is not likely to be consulted centrally because of some basic theme involved, it would be better to suggest its deposit in a suitably equipped and staffed local institution if one exists. This is particularly true if the bulk of the material concerned is such that it would be difficult to objectively justify central storage.

Local pride and the natural desire of many donors to present material to institutions in their own regions regardless of its general interest is frequently encountered. In these instances, the Provincial Archives should admit defeat without undue delay and devote its efforts to ensuring that the material is donated to the best equipped and staffed regional depository that the owner will find acceptable.

Possibly the greatest scope for cooperation lies in the field of microfilming. There is no good reason today why any institution which can demonstrate that it will frequently use a certain collection cannot purchase copies regardless of what other institution acquires and preserves the original documents. (The argument for depositing the originals in a specialized Archives is principally related to skilled physical care, arrangement and the preparation of suitable finding aids.) Microfilming is, of course, a comparatively expensive process. It also involves considerable staff time and cannot provide an overnight solution. Considerable discretion must be exercised in approving the staff time involved where bulk orders are concerned. Nevertheless, there could be more cooperation between institutions in this regard with priority given to copying collections where there is some demonstrated frequency of demand or where the requesting institution already has major and directly associated holdings. In many instances, the most satisfactory solution is an exchange of film. There are, of course, special problems involving restrictions placed by private donors on certain collections, the residual control responsibility of the owning institution and so on.

My listeners will note that to this point I have made no attempt to define or delineate specific jurisdictions for collecting between various institutions. None of my colleagues on the panel have attempted to be specific in this regard and I doubt that it is possible. For example, by legislation all the records of enduring value of provincial government agencies must be deposited in Provincial Archives. However, there are many collections of the papers of former government leaders in private hands. These leaders may also have played prominent roles in business or in federal and municipal politics. Generally speaking, I think all their papers should be kept together in the Provincial Archives, but arguments to the contrary can be advanced depending on the main subject emphasis in the particular collection in dispute.

Again a university "Archives" could certainly make a strong case for collecting the papers of a prominent member of its staff. However, if he later became famous as a politician or a government economist and the privately held collection concerned embraced facets of his various activities, under whose collecting jurisdiction would the papers lie?

The argument is sometimes advanced by universities or municipal libraries that they should be the principal depositories for archival material covering the general history of their regions. However, since there are

some twenty-two institutions of higher learning throughout Ontario, a simple exercise with a geometrical compass would indicate that the province would be blanketed and the Ontario Archives could acquire nothing other than the records of its own government agencies.

How do you define records of regional interest rather than provincial interest? We have, for example, a number of collections which include information on local political activities during a provincial general election. **These would probably be of interest to someone writing a history** of the local community, but they would equally be of interest to a scholar doing a study in depth of the election of that year throughout the province. **Again, we have an extensive manuscript record group involving the** activities of the old Courts of Quarter Session and District Municipal Councils. Those covering, for example, the old Johnstown District would contain much of interest regarding say Brockville. Local genealogists might prefer to have them deposited in that city's principal library. On the other hand, any scholar studying the legal and legislative powers of pre-Baldwin Act magistrates would certainly be better served if these were in a central Archives. Again, the Archives has a number of early farmers' diaries from various regions of the province and an argument could be made that these should be preserved in an institution in the specific county concerned, because they sometimes mention local settlers and events. On the other hand, they provide invaluable information on contemporary farming practices common to the period concerned throughout the province. Even such items as early assessment rolls or vital statistics for a particular county or township are at least as likely to be consulted in the Provincial Archives as in a regional depository. The descendants of the pioneers listed therein (who are the most frequent users of these records) are now scattered all over the province, and it is easier to follow their ancestors perambulations in one central Archives than in depositories situated in the various local regions concerned.

I give the above examples (and many others could be cited) merely to demonstrate that it is extremely difficult to define the records which are of provincial rather than regional interest. **This is not to say that a** case could not be made for "regional Archives", particularly in areas far removed from Toronto. Possibly these could be regional extensions administered by the Provincial Archives or they could be associated with other institutions. In either case, their principal advantage as I see it would be increased accessibility to primary sources (the majority on microfilm) rather than a strict attempt to define jurisdictional collecting according to the subject matter concerned.

I am wary of too much generalizing on archival jurisdictions with respect to collecting, and have probably done too much in this presentation. Much depends on mutual cooperation and amicable liaison between the institutions principally concerned. Given this, and the recognition that certain basic approaches and facilities must be adhered to and provided, some competition in collecting should not be cause for undue concern among scholars, researchers or manuscript custodians.

Allan R. Turner, Archives of Saskatchewan

The basic premises which the Chairman has enunciated, coupled with the statements of the members who have preceded me, confirm what I

suspected when this subject was suggested for discussion at this meeting: professional archivists in Canada share common training, experience, and attitudes; we are all rational people; we subscribe to the principle of cooperation, admitting that some competition may be healthy! We have identified sufficient possibilities for overlapping and competition to make this discussion worthwhile. I don't think you want a review of the collecting policy of the Saskatchewan Archives Board, nor do you want citations of invasions of that area. I really don't have any! I will add little more than a footnote or two to what has already been said, but I do want to make some suggestions for cooperation among archival institutions relevant to conflicts in collecting, but which go beyond acquisitions policy.

First of all, I agree that stable archival institutions, properly staffed and equipped, with reasonable conditions of access and use, are prerequisites for collecting, and that well-defined collecting policies will promote cooperation and lessen competition. There are some upsetting factors which we will never be able to cope with. The private collector will always be with us! Our permanence and our conditions of access should give us an advantage in negotiating with the seller, but we cannot in most instances compete with the wealthy private buyer of manuscripts. I may differ with my colleagues when I suggest that public institutions should by and large refrain from entering this competition, particularly as it is manifested in public auctions. It seems to me that the level of prices has reached ruinous proportions, such that we cannot justify in terms of research value what we are now required to bid for manuscripts at auction. Our entry into the bidding simply contributes to the inflationary trend. Let private collectors in competition establish price levels for the materials they seek. Some will in time come round to sell or donate to public institutions; all, at the prices they are prepared to pay, will treasure and preserve materials, even though there may be a tendency to break up units, some danger of destruction through various hazards will exist, and some delay or loss to research will occur. I think there can be too high a price to pay for the repatriation, or the retention in Canada of documents. Perhaps we need to look at the applicability to archival materials of provincial legislation controlling the trading in and export of historical objects and artifacts, or the British export licence system for documents over 100 years old, but I am inclined to think that we would get into the complex field of property rights, and, moreover, that prohibitory laws would only drive underground those transactions which it is better to know about. If we wish to discourage or prohibit the export of Canadian documents, we should also be prepared to discourage or prohibit the importation of foreign manuscripts!

One could dwell for a long time on the possibilities for competition and cooperation in relation to the nature of materials. I don't foresee oral history as a problem area. There is so much that can be done that we need to encourage the participation of as many agencies as possible. These efforts can be coordinated, made more systematic and economical, through discussion such as I assume will take place in the symposium on oral history being held in conjunction with these meetings this week. The emergence of the Business Archives Council of Canada will likewise contribute to the more systematic collection of business records. I believe this Council can most profitably concentrate its efforts in contacting large business and industrial concerns, and nationally incorporated firms, with a view to encouraging them to provide for the care and use of their records. Some firms may prefer a public (i.e. a government) archives; some

may opt for a University or foundation home; others may be able and prefer to make suitable provision within their own establishments, and should be encouraged to do so. With the BACC undertaking this level of contacts, responsibility for contacting the small business, partnerships, professional firms, etc. which now or in the past flourished essentially at the community level or in a local trading area could be left to the provincial archives and other archival institutions in each province.

It has been suggested that competition from Universities is one of the upsetting factors in archival collecting. Universities are not normally competitors in acquiring public records, but they are actively engaged through their libraries and archives in collecting manuscripts and private papers. **This activity frequently involves the collection of literary** papers from abroad and copying of foreign government records. Occasionally this may be a prestige activity, but it is basically related to graduate research programs. It is quite beyond the scope of archivists and of this association to influence the nature of programs embarked upon by Universities. The pressures emerge from within faculties, in various disciplines. I believe there is already a very considerable degree of intercommunication between Universities and the avoidance of areas, if you like, "previously staked out". I believe, too, in the context of their growing dependence on the public purse, there is a rationalization of programs on a provincial or regional basis which may serve to ameliorate undue competition and overlapping, but I can leave this area to the University archivists. What I was leading up to is the growing pressure for materials for undergraduate studies. The number of graduate students poses problems at times, but we still assume that these students can travel to public depositories and immerse themselves for considerable periods of time in records where they have been deposited. There is now, however, a marked tendency to involve undergraduates in research and writing on Canadiana subjects for which secondary sources are insufficient or non-existent. University teachers stimulate University Librarians and archivists to build up collections of source materials relevant to their courses. Universities located in provincial capitals expect to direct undergraduate students to the provincial archives. Let me illustrate by stating that no less than 200 undergraduates at the small University of Saskatchewan, Regina Campus, were in the period January - April, 1969 given assignments (projects or term papers) which they could not undertake successfully without a visit to our office. These assignments were, I may add, given in courses not only in Canadian history, but in political science, sociology, geography and education. We cannot shut our doors to these users. If we do, we should expect increasing competition in the collecting of archival materials by the universities. In any event, we cannot shed our obligation to make our public records available to the public! A citizen should not be denied access because he happens to be an undergraduate at University! On the contrary, we are anxious to assist him. Indeed we should be prepared to make some level of service from our public records available to students in the hinterland; i.e., those in institutions more than a short travel distance from the capital. I don't think we have yet faced up to the explosion in University population and the enormous appetite for materials which it has created. If we can come to grips with this situation, we will get at the root causes for whatever unfortunate competition may have been experienced. We need both Universities and public archives cooperating to cope with it. I don't have many answers, and to suggest solutions may take me beyond my time and the precise limits of the subject. Let me say only that I believe we, in the provincial archives, need greatly increased financial resources for the duplication of holdings, extensive

microfilming, positive prints in quantity, to provide for loans to Universities and to other institutions. We need to tie ourselves into the telecommunications network with the Universities for quick reference service. We may need to establish satellite offices in University cities or on University campuses outside the capital where we can service through loans and even deposit of original materials the University population, happily at the same time providing service to the general public of those areas and creating depots for collecting material. Such activity will not absolve the Universities from cooperating, in collecting for themselves, or for us, and of making their holdings available for loans. We may be able to cooperate in facilities, too. It seems to me the crux of the matter lies in the use and availability of materials. If we have reciprocal policies, an optimum of availability and portability, competition will not be of concern. What I am suggesting is not very radical - provincial and regional libraries coped with somewhat similar problems long ago. There are some minor complicating factors, in respect to restricted papers and so on, which I need not explore now, particularly since I have one further but not unrelated point to make.

The possibility of overlapping in the collecting activities of the Public Archives of Canada and the provincial archives is apparent. Through the good-will and sensitivity of archivists at both levels in our federal system I believe there has been little if any harmful competition. Such competition as there is shall not be of concern to us if we can achieve the sort of availability and portability I have suggested in respect to the provincial archives and the Universities. (Obviously the relationship can be a direct one between Universities and the PAC as well.) Actually the PAC has already done a good deal to make certain classes of records available on film. It needs to do much more, for example, in respect to departmental files, as I have suggested for the provincial archives. We need, too, to link our provincial archives with PAC on telex for quick reference service. And if law enforcement agencies can transmit criminal dossiers, replete with photos and fingerprints, by telecommunications, we should acquire the same facilities. With the necessary staff and equipment, I should not need to wait two weeks to get a facsimile of a Privy Council order of 1882, as I do now, and PAC or one of its users need not wait two weeks to get a print of a photo from the Saskatchewan Archives, as they do now.

The proposals I am making will require, as I said before, not astronomical sums of money to accomplish, but certainly additional staff and substantial sums for microfilm and equipment. PAC may be able to do this. I have no assurance that my province or others would do so, but could we make an effort to dramatize to the holders of the public purse the need for and the benefits to be derived from such services? Perhaps we should somehow stimulate a federal-provincial conference on archival resources and services. Called by the Secretary of State, including all the provincial ministers responsible for Archives, the Dominion Archivist and the Provincial Archivists, such a meeting might lead to the achievement in a short time of objectives which would otherwise take many years to reach.

If I have seemed to wander from the subject, let me reiterate that in a situation vastly improved as to the availability and portability of materials, through a matrix of institutions, PAC, provincial archives, satellite offices, Universities, and other archival institutions, linked together and taking advantage of facilities already practicable for the reproduction and communication of materials, we need not be very concerned

about competition in collecting. Statutory jurisdictions observed, major collecting policies of institutions respected, it will not really matter who collects in the shared zones, in the areas of unstaked claims, or for that matter if occasionally an institution steps beyond previously acknowledged limits. In short, we should aim to reach a situation where that which is available to one is available to all.

Hugh A. Dempsey, Glenbow Foundation

I should explain at the outset what Glenbow is, or what Glenbow isn't, for those of you who may not know, so that you'll be better able to assess my comments. First, Glenbow is not a government agency, although we do receive a certain amount of our financing from the government of Alberta. Neither are we a private agency, although we did begin this way. Rather, for the past three or four years, we have been a public body under the control of a Board of Governors. Our field of interest is in the area of western Canadian history which, of course, immediately indicates some of the problems that could easily arise between us and the Provincial Archives of Alberta or the archives of other provinces. Fortunately, serious problems do not exist and I think that cooperation is one lesson that we had to learn early. I might add that we were pleased to learn early in order to survive in harmony with our neighbours.

When I first received an invitation to participate on this panel, I rather thought that somebody was putting me on when they talked about cooperation or competition. This seems to be something like the choice between motherhood and prostitution. But really, it is a reasonable question and just as we can very easily think that cooperation is good and competition is undesirable, I think there can also be bad cooperation and good competition. For example, bad cooperation can exist if one waits for the proper agency to collect papers, and they never do, and the papers are destroyed. This has happened in a number of cases. I know of some cases in our own area where something along this line has occurred. If each of us had our own protected empires, it could make us complacent or lazy. On the other hand, I feel that healthy competition among ourselves is good. I think it can make us better capable of resisting the bombardments of private collectors, of status-seeking non-archival agencies, and - those that some people have defined the most terrible of all - Americans. Once a group is aware that there may be competition (and competition isn't necessarily going to come from another legitimate archives), it is probably going to act a little more quickly in the acquisition of papers that do become available. I think, then, this healthy type of competition can make for a better archival institution.

Now, we can all say 'Yes, we should cooperate', but how do we do this? And what is really meant by cooperation and by competition? For example, should Glenbow decline to bid at an auction if we learn that the Manitoba archives is bidding on a particular item? Should we refuse to accept the correspondence of R. B. Bennett while he was a Member of the Territorial Legislature, and refer the owner to the Public Archives because they are collecting the papers of prime ministers? I hope this is not what is meant by cooperation.

The Chairman has mentioned conflicting interests but I would question

this term if it implies anything undesirable. I would agree that two institutions should not set out to collect Sir John A.'s papers or Pierre Trudeau's papers. For this can result in open competition that can be confusing and detrimental to the scholar and to the public. But there are other areas where, I would say, there can be parallel or overlapping interests rather than conflicting ones. For example, it is perfectly reasonable for the Saskatchewan Archives to collect the papers of the Conservative Party of Saskatchewan, and the Public Archives to collect the papers of the Conservative Party of Canada, even though both would contain papers of interest to the other. This, I would say, would be a logical parallel interest which causes no problem to either institution. However, as an example of the overlapping interest comparable to that mentioned by the Chairman, would be one that might arise through, let's say, Tommy Douglas's papers. Who should get these? The Public Archives or the Saskatchewan Archives? Now, I don't know, but if I was with either institution I would want to get them and I would try to get them. But here, I think, is a place where true cooperation rears its head. **I would say, if the Public** Archives approached Douglas and found that he was already holding discussions with the Saskatchewan Archives, they should have an obligation to leave the field clear for Saskatchewan, and that they should do everything possible to see that Saskatchewan gets the papers.

We had an example of this in Glenbow some years ago. We had an agent working for us in Britain, and he learned that a solicitor had in his possession some of Lord Strathcona's papers. So he was despatched to contact the solicitor, and when he did so, he learned that the Public Archives had not only already been in touch with the solicitor, but had already obtained some of the papers. The remainder of the papers had not been sent because the solicitor wasn't too sure what they contained; he was too busy to examine them and too busy to arrange to ship them. So, on our instructions, our man prepared an inventory of these papers, arranged them for shipping and had them shipped to the Public Archives. I think this is a natural sequence of events and I hope that any other institution in Canada that faces this situation would take this same type of cooperative action rather than attempting to compete once an initial contact has been made by another reputable institution.

Now, the Chairman also feels that official government records should be in the hands of that government, and, in principle, I would agree. But now I'm speaking as a person who is not associated with a government, any government, yet is with an institution that does have a few government records. For example, what are we to do if someone phones us from Battleford, Saskatchewan, and says, 'There's a pile of Indian Department records behind the Agency and the caretaker is starting to burn them'. **The man** goes on to say that the caretaker is an old friend of his and that he could take the papers if he wants them. You know, and I know, that such destruction is against government regulations. But, this is Battleford, Saskatchewan, not Ottawa. What do we do? I think we took the obvious step when we said, ' Pack them up and send them to us', and this was done.

Now, perhaps we should have sent them on to Ottawa, but to whom? At this point, these records certainly had not been transferred from the Indian Department to the Public Archives, and I'm sure that if he had sent them to the Indian Department, they'd never even have paid the freight bill. I know we have broken government regulations and we have ignored the legal status of these papers, but we have saved them from destruction.

We took the same action over some provincial government records before the Provincial Archives came into being. I might say that since the Provincial Archives was formed in Alberta, that there is no desire nor necessity on our part to make off with provincial government records, and we have worked together with great cooperation. In some cases, we even examined collections that existed in Calgary for the government of Alberta. On the other hand, we once got into hot water for grabbing about fifteen feet of early Calgary civil government records off of a truck which was on its way to the incinerator. When one arises from a garbage truck, bloody from rusty filing pins and stained with somebody else's leftover lunch, you may not feel like turning this material over to the very agency which should have prevented all this from happening in the first place.

But, how far does cooperation go? We're all human beings, we're full of human temptations and human weaknesses. I say let's cooperate, but not to the detriment or the loss of valuable papers. My suggested guidelines would be these: that each archival agency be asked to define in clear and concise terms its own collecting policy, with special reference to geographical areas and time periods, and be encouraged to adhere to this definition. I would think there may be some value in the Archives Section of the C.H.A. undertaking a programme to gather and publish this information to be distributed to various archives. Hopefully, it may be a source of information that may be a further step in this whole field of cooperation. I think that archives should develop working relationships with those institutions which may overlap or parallel their areas, and work together to prevent open competition. By and large, this is already being done in most parts of Canada. I have seen only a few examples of what I would consider to be open and destructive competition on the part of any institutions. But we should keep in mind the potential weaknesses of other institutions, and be prepared to act when inaction on their part may result in the destruction of papers. And finally, we should keep in mind that the primary purpose of archives is to gather and preserve documentary materials for scholarly use by present and future generations. With these goals in view, cooperation, I think, becomes a natural action when dealing with right-minded organizations.

John H. Archer, Queens University

Mr. Chairman - Ladies and Gentlemen. A warm welcome home to you, Dr. Lamb. It is appropriate, indeed, to see you in the Archives field again, though I don't suppose your sojourn abroad was all vacation.

I listened with great interest to the papers presented on this all-important topic. I suppose the ideal which the committed archivist secretly treasures in his heart is the ultimate archival collection, suitably housed in one place, well serviced, well organized, much used. Central archives - all under one roof. But of course, the wisdom of our forefathers decided we would be a federal state and that in itself wrote finis to any thought of one central archival institution. We now have eleven public archival institutions - one more than a hundred years old - a few very young indeed.

I don't think we are going to be able to stay at eleven, though I recognize the force of arguments emphasizing economy, centralization of

resources of buildings, and of staff. The facts of our archival development in Canada militate against a drawing back. I don't think we can, in any friendly way, force the Newfoundland Museum, the New Brunswick Museum, McCord Museum, the Laval Archives, McGill Archives, Queen's Archives, Metropolitan Toronto Archives, Lennox and Addington Archives, University of Western Ontario Archives, Glenbow, City of Vancouver Archives, U.B.C. Archives, University of Alberta Archives, Molsons, Sun Life and Bank of Montreal Archives and other archival institutions to disgorge their holdings and pool their resources in a physical sense or ship them to the nearest public archival institution.

But I think we can and must discipline ourselves if we are to make the best use of money available, and be true to the best archival traditions. Surely then we are talking about cooperation in making known and available what is presently stored in archival institutions - and, hopefully, working out some rationale for future acquisition policies.

Before going further along this avenue to cooperation, however, I think it should be said - by a non-governmental person - that public records should always go to the proper public archival institution. There should be no doubt of this and no policy for regional depositories should be considered without the knowledge and support of the archivist most concerned. I, personally, hold with the right of replevin of public records.

In this connection I was interested to read in H.L. Jones' work, The Records of a Nation of instances in the U.S.A. where federal officials had "through a strange ignorance of the law, turned federal records over to non-federal repositories". Jones writes: "Such transfers are clearly illegal, and it is the responsibility of the National Archives, carrying out its statutory requirements, to bring those records back into federal custody". There were court cases but the upshot of these cases involving replevin of federal records indicates that the concern of the Archivist of the United States has been a care for the preservation of such records rather than a legalistic stand. To quote Robert H. Bahmer in 1967: "... so long as these bodies of archival materials have been in responsible institutional custody, with provision for proper care and access, we have never sought their replevin...". And he goes on with a certain innocent air: "with improvements in the education of archivists and of federal officials, and with expanding knowledge of basic archival principles, the problem of alienation of federal records may be expected virtually to disappear."

Of course, Jones goes on to give the other side of the coin. He remarks on the permissive tone of the revised Federal Records Act which now permits the federal repository to collect related records - explaining that such collecting has "wisely" been restrained since it was never intended to open the door for the National Archives to compete with established repositories for private papers of general interest. That is an American view, of course. It is not Canadian practice, for every public archival institution in Canada has collected, and does collect, papers and manuscripts other than public records. As a matter of fact, this practice is written into most archival legislation in Canada and has become so common a practice here that archivists in public archival institutions sometimes tend to think that they have the prior right of collection. And we must not forget that but for this wider collection policy - wide that is by the standards prevailing in Britain and France at the time - scholarship in Canada today would be much the poorer.

I am not so naive as to unaware that I was asked to take part on this panel because I am Archivist in charge of an institutional archives, not a public archives. It is an institution that has been gathering mss. and papers since 1869. But I am also an ex-provincial archivist and still maintain the warmest ties with my colleagues in Saskatchewan Archives. If I raise sharp questions and do not always have satisfactory answers, it is not because I feel I need justify my work, my profession or my existence, but because I don't know answers to some of the perplexing problems that face us all as archivists.

Many provincial historical associations in Canada are older than the provincial archival institutions - older, indeed than the Public Archives of Canada. Manuscript collections at Queen's, Laval, McGill and University of Toronto for example, pre-date the founding of the P.A.C. in 1872. It isn't feasible to distribute these to public archival institutions. No one here would seriously question the right or duty of a university to establish its own records management system and its university archives. Well and good. But Canadians haven't agreed on the scope of the University's Archives. Does it, for example, include papers of faculty members in addition to the papers of the officers of the institution? Does it include the publications of the university, its offices, agencies and staff? What then of a man such as G. M. Grant, earlier Principal of Queen's who had a career at Queen's, and in the Presbyterian Church. The Grant Papers are in the Public Archives of Canada, however, given by a member of the family in 1955 and 1960. What of Adam Shortt who was a Queen's professor and a federal employee? His papers, including many of those covering his career on the Board of Historical Publications, are at Queen's. Can the P.A.C. replevy these papers - or part of them? - and in all fairness - can Queen's replevy the Grant Papers? - for these surely are of interest to that University. What should be done with the papers of Charles Dunning who was hired man, farmer, manager of the Saskatchewan Cooperative Elevators, a public figure in Saskatchewan, indeed a premier, a cabinet minister at Ottawa, and the Chancellor of Queen's University. The papers of a certain member of Prime Minister King's cabinet were left to a university archives in his will. The papers contain copies of some public records which are closed for security reasons. What is the status of the copies of these records? Yet they are given wholly at the discretion of the archivist and a surviving member of the family. Finally, what of such papers as those of the Cartwright family? Some of these are in the possession of the family. Some are at Queen's; some are in the P.A.C.; some are in the Ontario Archives. Part of those at Queen's were purchased at an auction of private effects in Kingston and subsequently given to the University. What an inconvenience for scholars - and what a quandary for any member of the family hoping to put together a Cartwright saga.

This leads on, then, to the uses of Archives. What constituency do we serve as archivists? Obviously our first concern is the defence of the records of the institutions we serve. There is little quarrel here. But after that - what? Scholars expect archivists to serve them. Archivists want to serve scholars. We really do have a common aim as archivists, to serve the users to the best of our abilities. It is against this aim that we can measure the terms competition or cooperation.

If we start at this moment in time and forget for the now the errors, accidents, or deliberate policies that brought us to the present situation of a variety of archival institutions, at times in seeming conflict, can we agree on these principles.

That we owe a duty to the user to provide professional archival service in the processing of materials, the preparation of finding aids, and the making available of resources.

That we owe it to each other and to the world of scholarship to inform all and sundry where resources are located. That, since much of the money spent on archival institutions comes, ultimately, from the public purse, then it behooves the archival institutions to work out practical policies for cooperation to avoid duplication of costs and effort, and to ensure the highest level of service consistent with the primary responsibilities of the archivist and the restrictions governing access to resources.

Queen's University Archives subscribes to these principles and is very much in favour of all forms of cooperation that will translate principles into policies. The only competition that I personally would condone is the honest effort to give a little better service than does my colleague in the next office. Cooperation, certainly, based on mutual respect, mutual trust and mutual strength. Cooperation based on mutual appreciation of the problems and the achievements of other archival institutions.

Queen's Archives has already begun a practical application of this policy of cooperation. The institution does not accept public records though these are offered on occasion. Instead we advise the would-be donors of the proper depository. Queen's Archives returns files as fragments that properly belong in another archival depository. Queen's knows what the P.A.C. has and what the Saskatchewan Archives has, and what each institution collects. As a matter of policy, Queen's makes local practice conform to that of the P.A.C. in all areas where like materials are offered to users. We do not have quite as full and easy a relationship with the Ontario Archives because it happens that most of our users also frequent P.A.C. and Saskatchewan. Queen's archival staff have visited the Ontario Archives and the P.A.C. and the McGill and the U. of T. archival institutions to foster a spirit of mutual understanding. Neither I, nor my archives staff, are in a position to over-ride the terms of a will, or undo terms of a gift, or unpurchase a purchase. You would not expect us to. But in our discussions with potential donors and in our attempts to make the historical societies and officials in and around Kingston archives conscious, we do make it explicit that there is a federal and a provincial archival depository and that certain collection would be better deposited there.

I think there is a better future. I don't think it feasible to attempt to allocate fields of interest in collecting. This is pecularly a library fixation and I am skeptical of applying library techniques, principles or methodology to archives. Libraries buy their goods - donors must be given some right of choice. But what we do collect should be processed and made available to users. At the same time, the availability of resources should be made known to colleagues. It is not good enough to amass great quantities of material to be stored away for the day when staffing problems are no more. It is a species of fraud, to quote an American colleague, for a set of papers to be kept out of circulation for an unduly long period that one's immediate friends may winnow these. It is highly unlikely that a long-suffering public will permit unlimited competition in the field of archives any more than it will in the fields of libraries, or universities. Ultimately the taxpayer will call the tune. We should do the fixing ourselves. As archivists we should do more than

cooperate in acquisitions. Surely we can arrive at a common methodology, standard forms of entry, regular reporting of acquisitions and a standard practice of hours during which an archival institution is open.

I mentioned before that cooperation is founded on mutual respect, mutual trust and mutual strength. There is no simple formula for achieving this. What is required is a free and informal exchange of opinion, an exchange which is often hampered by the distances separating our institutions. Meetings such as this serve an excellent purpose but are too brief, too infrequent and often too rushed. I would suggest that the Archives Section encourage more frequent meetings of archivists within regions to discuss common problems. Time and budgets do not permit the Section to gather as a whole more than once a year, but meetings say in December or January, or archivists in the Maritime Region, in Quebec, in Ontario, and in the West might be feasible. It would no doubt be helpful to invite to such meetings representatives of the local and provincial historical societies, our users; and the librarians who have archival material in their keeping. The frequency of such meetings would depend on the problems of each region and the interest shown. More discussions amongst archivists and between archivists and researchers would go far in helping to foster the spirit of mutual understanding cooperation requires.

Is it to be cooperation then or competition? Queen's is for cooperation. But if its competition you want, I'll wager my staff against all comers when it comes to giving service with precision, and with a smile.

John C. L. Andreassen, McGill University

Dr. Lamb, Ladies and Gentlemen: -

Some weeks ago, a couple of guests and I moved into the kitchen of our old stone house. We squeezed into that tight little area better to savour the aroma rising from the simmering pot liquors. My wife, Allison Grant, then stated politely, but quite firmly, "If you're not the cook, stay out of the kitchen". This incident reminded me of some archivists who smell a good thing, want some part in it, and make a mess of things.

In the forty years since I began collecting historical source materials for administrative and scholarly purposes, I've become something of a pragmatist. That does not mean "grab what you can when you can". Nor does it mean that one should settle for what he can get.

In the few minutes at my disposal, permit me to examine some aspects of pragmatic collecting in Canada. Obviously, with seven of us on this panel, there will be little opportunity to do more than "touch base" on some of these matters, so I've confined my remarks to a very few of the items Dr. Lamb has set out.

The first of three aspects of the problem on which I wish to comment is the economic one. I think I can demonstrate that in Canada, we have a pretty good pattern of operation set up economically to select, preserve and service the record as it relates to the cultural heritage of the nation and its political sub-divisions. Secondly, I wish to touch on some scientific and technological problems involving the conservation of writings

on paper. Thirdly, I'd like to comment briefly on the professional competence required to make decisions relating to historical manuscripts and archives.

1. The Economic Aspect

The taxpayer is going to pay 90 to 100 percent of the bill for collecting, selecting, conserving and servicing the archives and historical manuscripts worth keeping in Canada and the system for doing the job must be an economical and rational one.

a) The National and Provincial Archives

Canada has a centralized national archives collection and a decentralized records-centre service for the federal agencies of the Government. We have a repository of historical manuscript collections (mostly national). Our Public Archives of Canada is one of the best anywhere in the world in terms of its holdings, and of quality and scope of services it renders to government, the scholarly community, and the public generally.

Each of our provinces has established an archival institution. They range in quality of collections held and services performed from indifferent to superior. However, it should be reasonably clear that in terms of archival responsibility, each of these institutions has a government to serve and in terms of historical manuscript collections a geographic area of interest and concern. It should also be clear that the Canadian taxpayer supports these institutions. As a pragmatic taxpayer, I would find it very hard indeed, to tolerate competition for a given collection. I would expect the heads of each of these institutions to cooperate in locating, preserving and making accessible their holdings. I would expect them to cooperate in achieving a uniform or near uniform set of practices in making copies of what they hold accessible to the other depositories, to me and to scholars everywhere at reasonable cost for such copies. Furthermore, I would expect those archivists to cooperate in seeing to it that collections appropriate to each get into the logical depository.

b) The Museums

Largely as part of Centennial Year observations, Canadian taxpayers have provided recently something approaching $100,000,000 for capital outlays alone on new and expanded museum buildings, federal, provincial, municipal, county -- underground, above-ground, and on the waters of the nation. A few have provided for archival facilities and staff. Most haven't. All, seem to be collecting archives and historical manuscripts.

Again, as that pragmatic taxpayer, I look with a jaundiced eye at their directors, who collect and collect things which really belong in another kind of depository without encouraging the donor, or in some instances, the vendor, to place such written materials of an archival or historical character in the appropriate depository.

c) The Institutions of Higher Learning

Then there are the Universities, old and new. Many are on the avid side in this matter of establishing a University Archives and/or historical manuscript depository for research and/or prestige purposes. Everybody is doing it! As a matter of fact, there are usually more

historical manuscript collections in University libraries than in established University Archives. If I may comment on my own institution, I would not be surprised if there are more manuscript collections of an historical character in McGill departments and faculties than there are in the Library, the Museums and the University Archives combined. None, except in McLennan Library, McCord Museum and the University Archives are listed in the Union List of Manuscripts in Canadian Repositories.

The institution of higher learning needs not only a library with an annual operational budget of about 10 percent of its total budget, it needs to place its own burgeoning administrative records in order and it needs to collect unique writings on paper to provide its professors with the materials for research and for that of their graduate students in many disciplines. However, very few Canadian Universities have centralized their archival and historical manuscript collections in any way comparable to the centralized controls over their library services. Few budget any funds for the increase of their historical manuscript holdings. University administrators, politicians, philanthropists and the general taxpayer seldom seem to hesitate in spending monies for buildings. All seem obsessed with the "mausoleum" or "cornerstone" syndrome. A fortunate few universities have managed to locate provincial archives on campus, as in Halifax, Fredericton, Toronto, Saskatoon and Regina. This makes sense in more ways than one.

So much for the "Economics of the Thing". I'll summarize: We have a pattern, national and provincial, for the economic management of archival and historical manuscript collections for the benefit of the administrator, the scholar and the general public. Our museum network, some of our institutions of higher learning and a few outside private groups, such as the Business Archives Council, are still a bit mixed up. Some public relations and educational efforts on our part seem urgently needed. The professional archivist in Canada might well be advised to stop talking to and writing for his fellows, and devote more of his time to talking and writing for people still in the wilderness.

I must add one other point without going into the details or the justification for the statement. The Archivist who isn't at the same time doing a job in the records management field of his jurisdiction, cannot possibly do an economically sound job of archival work. For that matter, he cannot do a sound archival job.

2. The Conservation of Writings on Paper in Canada

My second point, the scientific and technological problems involved in the conservation of writings on paper is given detailed treatment in the current issue of the Canadian Archivist, June 1969. But let me summarize: Just what is a Canadian collector of archival and historical manuscript and book and other writings on paper, or its equivalent, have to face up to today.

a) Most papers created and used since 1850 are rapidly deteriorating and immediate steps must be taken to preserve those worth conserving if they are to last into the next century.

b) Economic methods for the conservation of writings on sheets are currently available and include miniaturization on some microform

and/or de-acidification and lamination.

c) Economic methods for de-acidification, strengthening and lamination of books are not yet available. Meanwhile, major programs for microfilming selected "brittle books" are underway.

d) The longevity of writings on paper can be extended by reducing the acid intake and circulation of befouled air by air-conditioning systems and by reducing temperatures and by appropriate relative humidity controls. Continuing research is necessary to determine the appropriate temperature and relative humidity. (I can safely predict that the librarian, and the archivist of the near future will have to work in stacks where the temperatures will be kept at 0 degrees F., or somewhere near that temperature.)

e) Permanent/durable papers are available in the United States and some Canadian fine paper manufacturers are ready to meet permanent/durable paper standards when they have been adopted by enough consumers of such papers in Canada. The extra costs of such papers are not excessive.

In dollar terms, the organization which is ready to receive, process and service unique and other writings on paper is going to have to lay out about $6,000 for the basic microfilm camera; $9,000 for the basic de-acidification and lamination machine; and "no one but the humming bird" knows what sums for acid-free aid to preserve and conserve what it collects. That institution will have to enter into cooperative national and international schemes to share costs involved in saving, somewhere in the country or the world, at least one copy of what is worth conserving, and in making copies available under some fair and rational and economic scheme, to those who need such writings.

I summarize by stating:

The collector of archival and historical manuscript and book materials today has no business in the field of collecting if his institution is not equipped with archival microfilming equipment and archival laminating equipment or services, and which is not ready to provide the appropriate environment for the conservation of such materials.

3. Professional Competence of the Archivist

For a long time to come, the most important job the archivist will have to do is the task of selecting what shall be kept. I have seldom seen, known or found an archivist competent to do this selection job who has not himself been faced with the task of historical research from the sources, and who could produce a scholarly publication from his selection and study of those sources.

Just as important as this historical experience, is the built-in inclination of the archivist to conserve writings in whatever form, and an innate compulsion to educate himself continually in the fast-changing developments in the fields of data production, processing, selection, conservation and retrieval. He must be strong in his desire to share his collections through guides, loan of duplicated copies and through valid publication programs. In our time, he must be ready to put his job

on the line over and over again to promote more liberalized access to the sources.

4. The U. S.

And now, a personal statement: Over twenty years ago, I assisted in drafting a formal statement for the Librarian of Congress, which he read at a major conference in Mexico and which has since become official U. S. policy. In substance, that policy has been over these years. The United States will return to a country any materials which are a part of the cultural heritage of that nation. And, in hundreds of formal ceremonies over the world, this policy has been carried out. I am reminded of the near $100,000 Dr. Luther Evans and some of the rest of us had to raise to be enabled to return Lewis Carroll's manuscript of Alice Underground to the British Museum. I don't deny, human nature being what it is, that individual collectors and some institutions in the United States collect with their dollars materials in other countries, including Canada. That, however, is not the policy of the U. S. Government.

5. CONCLUSION

May I conclude with the following observations:

a) There are reasonable economic limits to the number of repositories of archives and historical manuscript collections which the taxpayer will be able and willing to support, and the Canadian scheme of a national and provincial archival and historical manuscript repositories may well be that economic limit.

b) There is no question that Universities are where the bulk of the scholars who use such materials are located, and where the future scholars are trained. The scholar's convenience and the graduate student's needs for such materials may well require that collections be built up in those institutions where distance from the national or provincial collections is economically prohibitive. However, the development of collections of microform copies will serve many of these requirements as well as the collection of the originals. Certainly there can be no objection to the University Archives which aims at putting the institution's own records and those of its key figures in reasonable order for ready access. The deterioration of paper problem during the next 35 years may well be all that University budgets can deal with, particularly in their research libraries, which will no doubt take priority over most unique writings on paper.

c) I see no reason why museums from St. Johns to Vancouver shouldn't exhibit original historical manuscripts. They'd do well to borrow them from the archival establishments for such purposes as exhibits, and not take over the collecting, listing, conservation and service job from the professional archivist.

d) The responsibility of the professional archivist and librarian for scientific conservation of the most important of our writings is so vital, that we can tolerate few amateurs. The responsibility of the professional archivist for keeping within economic bounds insofar as the taxpayer is concerned, is so serious that the apparent

proliferation of collecting activity must be self-policied, or we will fail in our duty to preserve the cultural heritage of the nation and of mankind.

CONFERENCE COVERAGE: WORLD CONFERENCE ON RECORDS

Salt Lake City

August 5 - 8, 1969

Most archivists must, by now, be well aware of the interest shown by the Church of Jesus Christ of Latter-Day Saints in genealogical records. In England, twenty years ago, Mormon organizers and microfilm operators working in this field impressed us with their tremendously efficient operation, their integrity, and the great care with which they treated the material which they were using. Their professionalism and dedication was not in question and this, in the first instance, won initial support for their work when, in ecclesiastical circles, there was naturally enough some suspicion about their programme and the religious basis for it. Local archivists were very quick to realize the immense value of the work and the generous terms on which copies were offered. The usual pattern was for us to pave the way for the Mormons by gaining permission from the various church authorities so that their access would be unimpeded when the time came; we also promised these authorities that we would supervise the work in a general way. Even so, I think most of us felt that the project would fail because of the sheer magnitude of the task or through lack of funds. Indeed, there was a time when the Mormons did have to make some staff economies, and I was fortunate enough to secure one of their microfilm operators in my own record office who was with me for many years and gave splendid service as a microfilm operator and an expert in genealogy. For most of us, it was often hard to visualize the immense operation which lay behind the microfilm cameraman who patiently accepted the often cramped quarters which was all we could offer him. An invitation twenty years later to visit Salt Lake City, the heart of this great programme, was an opportunity not to be missed. On the face of it, "Records protection in an uncertain world" seemed a somewhat daunting theme, and the filling of the four-day conference with over 270 lecture papers delivered in 207 seminars appeared likely to strain the convention system to its limits. However, the mind ran back quickly through those twenty preceding years since the last war and to the thousands of reels to film which had been professionally and expertly completed, copied, dispatched and stored in Salt Lake, and somehow, one knew that the organization which could achieve that could indeed achieve the impossible with an event of this size.

The one ingredient that would prevent such an occasion becoming little more than a vast culture factory was an all-encompassing humanity to soften the proceedings, and right from our arrival at the airport at Salt Lake, we realized there would be plenty of human kindness. The Mormons, especially in their own mother city, are a remarkably warm and friendly people with a natural buoyancy and bursting good spirits which carried them and us along during the days to come. We, the speakers (and there were nine Canadian archivists among us), were entertained at the

Hotel Utah, one of those vast city hotels, not faded as so many are, but spotlessly kept and still gleaming with an early twentieth-century plushiness reminiscent of the railway age and the charming notion that travellers are entitled to stay in palaces. Indeed, Salt Lake City seems quite devoid of dirt of any kind.

Throughout the four days, there were concerts by the Utah Symphony Orchestra and Ballet and, of course, the Mormon Tabernacle Choir. Every evening, in the outdoor theatre, there was a performance of the "Promised Valley", a dashing musical in the old style of "Oklahoma!" or thereabouts, which tells the story of the great trek of the Mormon pioneers to Utah from their earlier persecutions. This was performed mostly by younger artists, and was immensely professional in its production and drive. To some of us, it may have seemed rather old-fashioned, but it is nevertheless, extremely well done and performed with obvious joy and pleasure in the doing, and this is conveyed to us in a very real way.

The three hundred papers were given in the Salt Palace, an immense functional building, very simple but most effective for the purpose for which it is intended; namely, to gather thousands of people together to hear each other speak. Every hour, just short of the hour, bells would ring and a great concourse of folk would flow around the corridors and rooms as they re-grouped themselves for the next session. Over 8,000 were on the move at one time, flowing from lecture to lecture. Half of the audience were members of the Mormon church; the other half, genealogists and others interested in the field of records. It was impossible to attend more than a few of these papers, but copies would be handed to you on your way in or sent to you if they hadn't already been prepared; and if you were unable to attend any lecture, then you could purchase a copy of the paper for 25¢. This in itself was an immense service and involved something like five million sheets of paper in the process. An army of volunteer workers kept everything moving smoothly and greatly added to the general efficiency. Probably no other organization in the world could command such a faithful band of helpers on a scale like this. The result was that, although there was a great deal going on, it was all carried out very smoothly and without fuss, very cheerfully, and on a most informal note so that no one felt as if they were being hustled or ordered around or forced to move faster than he felt inclined.

The various broad fields of study were lettered from "A" to "M" which gives you an idea of the range covered. Areas "A" and "B" were of the main concern to archivists since they dealt with the creation, storage and preservation of records in archives and libraries, and modern methods of retrieval storage and preservation. Nevertheless, he would have been a dull dog indeed who did not savour some of the more esoteric delights of this occasion, such as the ancient royal genealogies of Egypt and the extent and preservation of original historical records in Japan or the content and use of Chinese local history, each as always, delivered by an expert in the field brought to the Conference at the expense and on the invitation of the Genealogical Society of the Mormon Church. No one could complain at the standard of the papers, which was very high indeed. In many cases, they were of the survey type, opening up a whole field unfamiliar to many hearers, but delivered with a clarity, grasp and command which only an acknowledged authority in that field could provide.

There was plenty of opportunity for informal talks with specialists from most parts of the world that one wished to know about, and in this

miniature genealogical Expo, over 46 countries could be visited in conversation.

But, behind this great concourse and sound of learning and not too many miles away, the lasting monument to the vision of the Genealogical Society of the Church of Latter-Day Saints is its granite mountain vault. The Society, which has its offices in the centre of the city, was founded in 1894 and by the present time, employs 550 people and has a budget of $5 million a year. It is at present filming the records of 17 countries and each month receives 400,000 feet of microfilm. The copies of this film are available in the offices of the Society, but the original masters are permanently maintained in the granite mountain vault. Here, an astonishing piece of engineering has carved a hole out of the middle of a mountain which will make the vault "proof" against anything but a direct hit from nuclear weapons. Above the vault, there towers 700 feet of solid granite mountain which gives some idea of the size of the operation. The natural humidity is almost exactly correct, although it is controlled, and at present, 650,000 rolls of microfilm are stored here. The vault consists of six rooms, each with a capacity of 885,400 microfilm rolls. In addition (and this is a bonus which the engineers did not expect to receive), there is a natural spring which provides just the right kind of water for processing the film, yielding 8,700 gallons a day which is 2,700 gallons in excess of the present daily requirements.

Parish registers and similar sources are not just left on rolls of film but are being compiled on to computer tape and printed out in alphabetical arrangement for search purposes. I had the great personal pleasure of seeing parish records once in my custody which had been filmed while I was in England and processed in this way. These are not available for sale to the public since they are not published, but the public are invited to make simple, short and specific inquiries which do not involve research. This service of the Society is not restricted to members of the Mormon Church.

To my mind, the conference resolved one of the great questions which was uppermost in the minds of most of us who attended, and that was the fate of all this great mass of record on microfilm which was streaming out of Europe and across the world. Was it just being accumulated against a time in the indefinite future when it might be processed? Was all this information locked up to be used only for the benefit of the L.D.S. Church? Was the scholarship which was going into the transcribing of ancient parish registers adequate for the task which was being performed? All these questions were soon answered. The L.D.S. Church was in effect setting up a world-wide centre for vital statistics and vital records which will probably be unique of its kind and may develop into a great central research agency. The very highest standards are being maintained in all the work being carried out and transcription is being checked and cross-checked all the time. Film is being processed continually, and there is a staff of 500 within the genealogical society dealing with the collections in one way or another. Of course, the records are primarily being used by members of the L.D.S. Church and to see 250 microfilm readers all working at full stretch in one room is quite a revelation. At the same time, the Society is most conscious of its debt to those institutions which have made available their treasured records and it is prepared to provide copies of film from the masters stored in the granite mountain vault in the event of loss or damage to the original record. The Society respects most meticulously any restrictions which may be placed on access

to the filming of records, and institutions need, therefore, have no apprehensions on this score.

This great conference will have allayed any doubts which may have lingered about the capacity of the Church of Latter-Day Saints to carry out its programme, and anyone who is approached by members of the Church to discuss a project for his own area can expect that, if an agreement is reached, it will be on very generous terms and honoured absolutely.

Ed.

CONFERENCE COVERAGE: PRAIRIE ARCHIVISTS' MEETING

Regina

October 18th, 1969

Fifteen archivists from various repositories in the Prairie Provinces assembled in Regina on 18th October 1969 -- the first regional meeting of its kind in Canada. The purpose of the meeting was to enable archivists who could not always attend the annual conferences of the Canadian Historical Association's Archives Section, to meet with one another and to discuss common professional, technical and regional matters of interest. In attendance were:

4 from the Provincial Archives of Saskatchewan
3 from the Provincial Archives of Manitoba
1 from the Provincial Archives of Alberta
4 from the Glenbow-Alberta Institute Archives, Calgary, Alberta
1 from the Chancery Office, Roman Catholic Archdiocese of Edmonton, Alberta
1 from the Archives of the University of Alberta, Edmonton
1 from the Archives of the Canadian Rockies, Banff, Alberta.

An agenda, stemming from brief talks held in Calgary on 1st March, 1969, during the Conference on Western Canadian Studies was drawn up and circulated in advance of the meeting by the Provincial Archivist of Alberta. Bearing in mind the common wish that a meeting would be as informal as possible, no papers were prepared in advance, but for each of the main topics for consideration, one delegate was requested to chair the meeting so as to provide some direction to discussions. Out of five special topics proffered on the agenda, two had to be omitted owing to shortage of time. Discussions were so fluent and relevant that the meeting unanimously agreed that it was more profitable to explore fewer topics in depth than to skim over others simply because they were on the agenda.

The morning opened with welcoming remarks by Allan Turner on behalf of the Saskatchewan Archives Board and his colleagues from Regina and Saskatoon. He chaired most of the morning session when a representative from each institution spoke of the main features of his repository, methods of budgeting and operating, programmes in hand and proposed, and staff matters. These résumés were interspersed with many questions and comments: members were impressed by the variety of organizational arrangements respecting the protection of archives in the prairie region and there was a general agreement that stemming from the experience of each office,

there were developments to be achieved - and avoided. References to the work of the Glenbow-Alberta Institute Archives in preparing teaching kits laid emphasis on the need for a still closer rapprochement between the schoolroom and the archives office.

When the discussions moved to consider prairie facilities for documentary repair, John Bovey (Provincial Archivist of Manitoba) took the chair. A little repair along traditional lines, using chiffon, had been carried out in the Glenbow-Alberta Institute Archives, and in Manitoba a laminating machine had been used with indifferent success in restoring clippings in scrapbooks. Virtually nothing was done in the other prairie offices. The R.C.M.P. laboratories in Regina or Winnipeg were prepared occasionally to assist in unrolling or unfolding badly creased and friable documents. Reference was made to special arrangements for repair of particularly significant maps by the Public Archives of Canada on an ad hoc basis. The type of equipment used in the Federal Archives was far too expensive for any individual prairie office to consider installing, but it was hoped that new European techniques would eventually reduce the cost of laminating machines. Much discussion centred around the need to train more people in documentary repair in Technical Colleges, Rehabilitation Centres and Vocational Schools for partially handicapped people. There seemed little purpose in setting up repair shops to meet the obvious needs of one's collections unless there was a supply of trained or even semi-trained repairers. The chairman of the meeting encouraged members to exchange information on the subject, to make use of the Repairers' News Sheet issued by the Society of Archivists in the United Kingdom, and to press paper manufacturers and allied research organizations to pay more attention to the production of durable paper for record purposes. Allan Turner (Provincial Archivist of Saskatchewan) offered to explore through the Prairie Economic Council, the possibilities of establishing central facilities on a cost-sharing basis. The meeting warmly endorsed the idea, and asked Mr. Turner to advise members of the results of any negotiations.

A discussion on oral history was launched with a statement by the chairman, Jim Parker (Archivist of the University of Alberta and member of the Canadian Historical Association's Archives Section's Oral History Committee). He expressed hopes that the Committee would fulfil its promise of bringing oral historians, interviewers and archivists together, and that Miss Chisholm would be able to prepare a report on methods and techniques. If the Committee failed to serve a useful purpose within the next two years, however, the Canadian Historical Association should consider setting up a full scale Oral History Section. Alan Ridge (Provincial Archivist of Alberta) suggested that if a union list of interviews were to be compiled across Canada, consideration should be given to obtaining data in such a form that it could readily be fed into a computer. The meeting noted that tapes of interviews with many oldtimers and eminent people in the region were prepared by local radio stations and the C.B.C. Methods of securing the best of these for permanent preservation in an archives office needed to be worked out. The meeting agreed that a session on oral history should be provided during the annual conference of the Archives Section in 1970.

Sheilagh Jameson (Archivist of the Glenbow-Alberta Institute) chaired the discussions on photocopying services and remarked on the increasing demands for such services. Members from each office described the photocopying facilities available in their own institutions. Difficulties in copying ciné films had been experienced, and it appeared as though the

nearest processing laboratories were in Vancouver or Toronto. Selected nitrate films might be offered to the National Film Board on the understanding that prints be supplied eventually. Requests for Xeroxing, photostating or reproducing by a 3-M machine ought to be considered on their merits. Archivists should take into account the wear and tear on their records, and whether some clients abused the services by demanding unreasonably large quantities. The chairman touched on the experience of the Glenbow Archives in its dealings with companies such as the Calgary and Regional Educational Television Company and Canawest in assisting in the preparation of historical and educational films.

The business meeting, when the day's discussions were appraised, was chaired by Alan Ridge. There was agreement that the informal atmosphere had paid dividends and that an occasional assembly (not more than once a year) in one or other of the Prairie cities would be of continuing value. There was no wish to set up a formal organization, and certainly no intention of breaking away from the Canadian Historical Association's Archives Section. On the contrary, members felt that such regional meetings complemented the work of the Archives Section, and enriched their professional knowledge and experience. There seemed little point in scheduling a meeting in 1970 because archivists would be gathering in Winnipeg for two other conferences, in Calgary for one and probably in Regina for another during the year. The next assembly was, therefore, contemplated for the first half of 1971 and plans would be made some four months in advance. Invitations would be accorded to archivists from adjacent states or provinces if the programme warranted it. Members confirmed that they would be pleased to cooperate in the compilation of a directory of Canadian archivists and repositories and would be ready to advise the Hon. Editor of additional names to be approached. The question of a course being held at Carleton University in 1970 was still unresolved and John Bovey, as Chairman of the Archives Section, was asked to get in touch with the Acting Dominion Archivist and Dr. Wurtele. With regard to the Section's annual meeting in Winnipeg in June, 1970, members agreed with the idea of having a panel discussion on business archives and records. Representative speakers should be drawn from the professional institutes of chartered accountants and secretaries and from the Canadian Chamber of Commerce.

Before concluding the business meeting and the day's work, Mr. Ridge paid special tribute to the hospitality of Mr. and Mrs. Turner on the eve of the conference and to the generosity of the Saskatchewan Archives Board in entertaining members to an excellent luncheon. The congenial atmosphere created by Allan Turner and his colleagues throughout the meeting and during the tour of the storage and research facilities on the top floor of the new Library Building on the Regina Campus, served to make the occasion thoroughly enjoyable. At short notice, Georgeen Barrass of the Glenbow-Alberta Institute Archives agreed to take the minutes of the meeting. Without her meticulous record which has been circulated to all repositories represented at the meeting, the compilation of this brief report would have been virtually impossible. Acknowledgment of her work is accorded with sincere gratitude.

Alan D. Ridge
Provincial Archivist of Alberta

An informal meeting of provincial archivists with the Acting Dominion Archivist was held in the Public Archives of Canada on March 2nd-3rd, at which matters of common interest were discussed.

THE HISTORY OF THE MONTREAL JEWISH PUBLIC LIBRARY AND ARCHIVES

by

Evelyn Miller

The history of the Montreal Jewish Public Library falls into two parts. The first has to do with the several attempts to found the Library, the final successful achievement of this goal and the Library's subsequent history. The second concerns the gradual, almost accidental, accumulation of archives which necessitated the Library Board's recent decision to inaugurate an archives program. This program, professionally planned and administered, will permit the inclusion of the Library's archives within an overall structure of a future Jewish Community Archives Program.

The Jewish Public Library officially opened its doors on March 3, 1912.[1] This occasion represented a double achievement; it was the final, successful effort to found such an institution and the visible embodiment of a long-cherished tradition which the Library's founders had brought with them from eastern Europe.

During the nineteenth century, the emancipation of the Jews in Central Europe sparked an intellectual ferment which moved slowly eastward, and the Folk Bibliothek and the Folk Universitaet were two of its manifestations.[2] The libraries, which were similar to the Mechanics' Institutes of England and America,[3] served the community in many ways, for they provided not only library services but adult education programmes as well.

The years 1871 to 1911 were a peak period of Jewish immigration to Canada and the United States,[4] a direct result of the persecutions and pogroms of Russia, Poland and the Balkan countries.[5] These eastern European Jews, warmly emotional and Yiddish speaking, belonged to the Ashkenazi or eastern branch of Jewry; their culture was a folk culture based on a closely-knit community.

The earliest Jewish settlers, who had arrived in Quebec during the 1760's, followed the Sephardic tradition.[6] This tradition, emanating from Spain and Portugal, had moved via Holland and England to North America and differed markedly from the Ashkenazic custom.[7] The Sephardic Jews spoke the language of the country in which they lived and took an active part in the general life of their communities.[8] Their synagogue services and sacred music, which followed the pattern set in pre-Inquisition Spain, were more formal as was their mode of behaviour. Thus, when the eastern European Jews immigrated to Canada at the end of the nineteenth and the beginning of the twentieth centuries, they found none of the traditions and institutions familiar to them. In many cases, the men came to Canada long before their families, working to save the family passage money from their meagre earnings as Hebrew teachers, pedlars, or workers in the clothing trade. These men, living in constricted economic circumstances, felt keenly the lack of mental stimulation which the Folk Library had provided. Eventually, the Jewish Public Library was to provide such an institution for this Yiddish-speaking population.

As early as 1888, a Hebrew library was established in Montreal. This

venture was short-lived, but was followed by the successful founding, in 1900, of two small libraries; one by the Zionist Organization, the other by the Baron de Hirsch Institute. **Both libraries were only open during** the day and did not meet the needs of the working population.

In 1903, a small discussion and reading circle was formed by a number of young men,[9] members of the Dorshai Zion Group.[10] Because of cramped quarters, they brought reading material from their homes to each meeting, carrying the books and pamphlets back again at the end of the evening. One youth later donated twelve dollars, his week's salary, to purchase a bookcase. Subsequently, this group moved to larger quarters, but dissolved several years later and the books were stored in the home of a former member.

The Paole Zion Organization[11] also had established a library in 1903 which, within a few years, had outgrown its premises. In 1912, this Organization called a convention of the Jewish Labour Associations,[12] many of which were the Canadian offshoots of European organizations and, therefore, concerned not only with the working conditions of their members but with adult education as well. It was this common interest that prompted the convention's decision to establish a Jewish Public Library "for the advancement of Jewish learning and of Yiddish literature in particular".[13]

Thus the combined libraries of the Paole Zion and Dorshai Zion Groups formed the nucleus of the Library, to which later was added the library of the Baron de Hirsch Institute.[14] On March 3, 1912, the Library first opened its doors, its first location, a rented store. It was soon apparent, however, that the subscriptions of the labour organizations were insufficient to support it, and the Library was closed temporarily until firmer financial foundations could be laid.

In May, 1914, the Library re-opened. At this time, the total number of volumes amounted to four hundred forty-nine.[15] During the next twelve months, a Book Drive garnered an additional three hundred books which, with other donations and purchases, raised the number of volumes to fifteen hundred forty. **The majority of these books were written in Yiddish,** the remainder in English, French, Russian and Hebrew. Books in Yiddish predominated until the mid-1930's. Since then, the percentage has declined to its present proportion of approximately one third of the Library's content. In 1914, despite its limited funds, the Library made its first purchase of old and rare Hebrew books, an expression of its determination to encompass all aspects of Jewish culture.

In 1914, too, the Library inaugurated a program of lectures and literary events, at which both English and Yiddish-speaking Jewish scholars, authors and poets were the lecturers. The majority of these programs were in Yiddish and the guests included B. J. Sack, author of "The History of the Jews in Canada', Maurice Samuel and Irving Layton. This program continued, an integral part of the Library's policy, and today the many autographed works of these lecturers, together with Library purchases, form **the Library's renowned collection of Yiddish material. Few such significant** collections are extant today because of the almost total destruction of Yiddish writings in Nazi Europe.

The importance of Yiddish letters to the Library is illustrated in a letter dated 1919 from the Yiddish poet, Morris Rosenfeld, who was several times a guest speaker at the Library. "I have received...your Fourth and

Fifth Annual Report...it has truly surprised me. If youthink the immigrant Jews of New York who speak and read Yiddish possess anything in the nature of your folk's bibliothek, you are in error, for they do not". This quotation illustrates the position already achieved by the Jewish Public Library as a supporter of Yiddish literature, a position still maintained.

Although uncertain finances were always a problem, the Library carried on successfully until 1923. In that year, the Library was faced once again with what appeared to be an insurmountable financial crisis. The holder of the mortgage on the recently purchased Library building had entered a foreclosure notice; there was no money to pay coal or electricity bills; once more the Library stood in imminent danger of being forced to close. At the last moment, the director and two of the Library's supporters managed to enlist the aid of several business men - and the Library was able to continue.

The Library's guiding principle has been to participate fully in any community cause. Between the years 1915 - 1945, the Jewish Public Library participated in Zionist Assembly; sent delegates to the meetings from which evolved the Canadian Jewish Congress; cooperated with the Jewish Immigrant Aid Society to implement immigration programs and inaugurated a Jewish Book Exhibition, a joint project of the Library, the Canadian Jewish Congress and the Young Men's Hebrew Association, and now an annual event. In addition, during World War II, the Library provided books to the Jewish inmates of internment camps in Canada.[16]

Two community services originated by the Library are the provision of small libraries to children's summer camps, and the circulation of books to hospital patients. Today, a further service is provided by the branch libraries which are situated in three Montreal suburbs.[17] Another program initiated by the Library was a weekly schedule of recorded classical music and for eight years, quarters for a drama school and theatre group were provided in the Library building.[18]

The need to establish a separate Children's Section was recognized as early as 1927, but the Library was unable to realize this plan until 1951. In March of that year, a Children's Library was organized, occupying its own quarters in the Library building. Regular story hours, held in English and Yiddish, formed a part of the children's program, from which evolved the present-day Children's Theatre Group, one of the few Yiddish theatre groups for young people.

When reconstituted in 1914, the Library Charter stipulated that a People's University should be organized and conducted under Library auspices.[19] This new department was established by the 1915-1916 season, and courses in languages, economics and history were given for a monthly fee of one dollar. All classes were held in the evening in rooms loaned by a nearby Protestant school. Several years later, this program was discontinued and it was not revived until 1940, when the Library was able to provide its own accommodation. At this time, a director was appointed and courses were given in Jewish History, Yiddish and World History, at a charge of twenty-five cents a lecture.[20] The fees covered the lecturer's expenses and the Library paid the administration costs. In 1954, with the exception of Yiddish, the language classes were discontinued since these were available elsewhere, and the Library's primary concern was Jewish culture. In 1966, all courses were ended.

The years following World War II saw the Library reach a long-desired goal, the construction of its own building. A site was purchased and the first of a series of building campaigns was launched. The total cost amounted to three hundred thousand dollars, an immense sum to be raised from supporters of modest incomes. At one point, construction was temporarily halted for lack of funds, but the building was finally completed in June, 1953, and formally opened the following October.

The Library now possessed a Yiddish section of international repute, and a Hebrew collection which included old and rare volumes as well as works of modern scholars.[21] The English section contained books concerning matters of particular Jewish interest in addition to those for general circulation, of a less specialized nature. The Children's Library formed a separate division, the books again being divided into Yiddish and English sections.

In this new building, the Library enjoyed its position as a cultural centre for a number of years, but by 1960, the Jewish population had largely moved into the suburbs; and so, in order to retain its central position, the Library sold its building to the Bibliothèque Nationale de Québec and moved west, to occupy rented quarters once again.

Since 1950, many of the Jewish community services have united to raise their funds through the Combined Jewish Appeal, now administered by the Allied Jewish Community Services. Today, grants from the Province of Quebec and the City of Montreal and money received from the Allied Jewish Community Services have ended the financial insecurity of the past, and the Jewish Public Library presently looks forward to the construction of its second building and to a further expansion of its service to the community.

ARCHIVES

The Jewish Public Library's Act of Incorporation did not mention archives, nor were they mentioned in the Amended Charter of 1919. It is only in the Supplementary Letters Patent of 1951 that the Library's holdings are specifically noted, and then as an already acquired body of material----the Corporation now possesses valuable old books, manuscripts and archives.

Though so late in being legally documented, the Library was always conscious of its responsibility to acquire and preserve material concerning the history of the Canadian Jewish community. Implicit in this obligation was the necessity to make this material available to the student and the research worker. These holdings include papers which antedate the formal incorporation of the Jewish Public Library; the personal library and papers of the late Reuben Brainin,[22] a legacy from its first president; the papers of the Montreal Yiddish poet, J. I. Segal, donated to the Library archives by his family; much original source material pertaining to personalities well-known to the Jewish community, both past and present. These papers, in both English and Yiddish, together with many documents relating to the various charitable organizations and synagogues of Montreal, form the basis of the Library's archives.

Source material of much value, which otherwise would have been lost to the community, has been accumulated in this way. As was the practice

in other Library departments, the knowledge and experience needed to carry out such an archives program was sought from among the Library members and from its Director. However, no definite Archives Policy was formulated and, as a result, material was acquired in a haphazard fashion or "collected" in the form of individual items. Over the past few years, it had become increasingly apparent to the Board and Archives Committee of the Jewish Public Library that such an approach no longer met the requirements of a community increasingly aware of its past.

In 1967, the Archives Committee was requested to draft an archives management policy and to begin the task of accessioning and sorting a large backlog of material. This work, now begun, is being supervised by two Committee members who have a working knowledge of archival procedures. Volunteers are being trained, though one difficulty only now being overcome is to find workers fluent in Hebrew and Yiddish to deal with the material in these languages, in addition to the volunteers in the English speaking group. Work is progressing, however, and it is expected that the backlog of material will be shelved, listed and partially indexed by the end of 1970.

A tape-recording project is underway, and photographs are being taken of buildings and sites important to the history of the Jewish community. An orderly program of planned acquisitions is being instituted, which included microfilm material. Further projects to be undertaken include an Index of the Library holdings together with those of other community organizations and private individuals. Publication of a Preliminary Inventory and Union List must remain future goals.

In addition to the Jewish Public Library's Archives Program, the Archives Committee is holding joint meetings with two other Jewish community organizations, the Canadian Jewish **Congress**[23] and the Allied Jewish Community **Services.**[24] The Joint Committee was appointed to devise an integrated archives program to encompass the holdings of the present repositories as well as material in the possession of other institutions and in private hands. Many of these organizations and individuals have indicated their wish to be associated with a Jewish Community Archives program, in which methods common to all repositories would be used.

As a first step, the Joint Committee engaged the services of Mr. John Andreassen, of the Records Company of Canada, to prepare a report on the present state of the archives of the Jewish Community and to offer recommendations to improve the existing situation. Received in April, 1969, the major part of Mr. Andreassen's report was adopted, and one immediate result was the Committee's decision to engage an archivist, whose services would be shared between the Canadian Jewish Congress and the Jewish Public Library, the two main archives repositories.

Another suggestion, to institute a training course for volunteers, is now being implemented, and from this group the future staff for the Jewish Community Archives will be drawn. When the existing backlog of material in the two chief repositories is under control, it is hoped that these trained workers will be available to aid those organizations and individuals who wish to keep personal possession of their holdings, but to maintain them according to recognized archival methods.

The Canadian Jewish Congress and the Jewish Public Library plan to move into new buildings, Congress in 1970 and the Library within a space

of three or four years. The Archives Section in each structure is being planned to include proper atmospheric conditions and space adequate for present and future storage. Areas will be provided for listening to tape-recordings, research and reference, microfilm readers and offices. For the present, microfilming and repairs will have to be executed by others, but future plans envision the addition of these departments.

Today, the Library continues its manifold activities in severely limited, rented quarters, but still retains its traditional position as a centre of the Jewish community. The goal of a building of its own is not forgotten, and plans go forward to realize this ambition. Thus, the Library story has come full circle.

The fifty-five years of the Jewish Public Library's existence mark a period of constant growth and service, particularly to the Yiddish speaking section of the Jewish community. Originating from two small, specialized libraries, those of the Zionist and Labour Zionist Groups, the institution launched in 1914 boradened its scope to include all aspects of Judaism, both ancient and modern. Its own archives program forging ahead, an active participant in the proposed Jewish Community Archives, the Jewish Public Library faces a future bright with many plans. To the Jewish community, the Library symbolizes the dedication of "Everyman" to the spirit of education and culture.

FOOTNOTES

1. "Our Library", pub. by the Jewish Public Library, Montreal 1957, p.14.

2. "Judaism", I. Epstein, Pelican Ed. 1959, pp. 289, 299.

3. "Handbook of Mechanics' Institutions", W.H.J. Traice, Longmans, Brown and Co., London, 1856.

4. "Language and the Mother Tongue of the Jews of America" In Louis Rosenberg, "Our Library", 1957, p. 98.

5. "Studies on Jewish Immigration to Canada, 1870-1900", Dr. J. Kage, Montreal, 1958, p. 9.

6. "The Jew in Canada", A. D. Hart, Editor, Jewish Publications Ltd., Toronto and Montreal, 1926, p. 14.

7. "150th Anniversary Booklet of the Spanish & Portuguese Synagogue", Montreal, pub. 1918, p. 7.

8. "History of the Jews", H. Graetz, Jewish Publication Society of America, pub. 1894, p. 387.

9. "Our Library", ibid., p. 12. 10. "Seekers of Zion" Group.

11. The Labour Zionist Organization.

12. The Workmen's Circles, Jewish National Workers Alliance, etc. "The Jew in Canada", ibid., p. 460.

13. "Our Library", ibid., p. 17. 14. ibid, pp. 14, 15, 17.

15. ibid., pp. 20-22. 16. "Our Library", ibid., pp. 26-27, 59, 67-69, 71, 72.

17. St. Laurent, in the Beth Ora Synagogue; Cote St. Luc, in the Beth Zion Synagogue; Chomedy, in the Young Israel Synagogue.

18-19. "Our Library", ibid, pp. 19, 26. 20. "Our Library", ibid, pp.79-80. 21. "Our Library", ibid, pp. 39, 46.

22. Reuben Brainin, late author and journalist, one-time editor of Canada's first Yiddish daily newspaper, "The Daily Eagle", Jewish Public Library "Bibliography" (Periodicals), 1969.

23. Canadian Jewish Congress, a national association composed of representatives of all Jewish Community organs.

24. Allied Jewish Community Services, planning agency for overall community services and for allocation of funds raised by the Combined Jewish Appeal.

Archives Section, Canadian Historical Association, 1969-70

Executive Committee:

John Bovey, Chairman; Bernard Weilbrenner, Vice-Chairman; Francois Beaudin, Secretary; James Parker, Treasurer; John Andreassen and Jacques Mathieu.

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AUTOMATION AND THE DIGNITY OF THE ARCHIVIST

by

J. Atherton, Public Archives of Canada

Anyone who has attended this meeting* expecting to hear from me a brilliant discourse on the philosophical pros and cons of automation with frequent allusions to ways in which automation per se does or does not threaten the dignity of the archivist, is going to be disappointed. As far as I am concerned, there is in reality no issue at stake, for the simple reason that there is no actual threat. Automation has in it no more danger to human dignity than did the wheel, the steam engine, or the electric generator. However, it is still obvious that a serious psychological problem exists - one which often impedes progress towards automation or anything resembling it. Just to mention the words "computer" or "automation" in some circles is to invite cold suspicious stares of hostility, making one feel as though he had just said something dirty. Obviously, we have succeeded in striking a responsive chord! The nature of the response as often as not is fear, usually born out of ignorance. What we are witnessing, of course, is a contemporary manifestation of man's natural fear of the unknown. As a group of eminent American sociologists, serving as a special presidential Research Committee on Social Trends wrote in the 1930's:

> Social institutions are not easily adjusted to inventions. The family has not yet adapted itself to the factory; the church is slow in adjusting itself to the city; the law was slow in adjusting to dangerous machinery; local governments are slow in adjusting to the transportation inventions; international relations are slow in adjusting to the new communication inventions; school curricula are slow in adjusting to the new occupations which machines create. There is in our social organizations an institutional inertia, and in our social philosophies a tradition of rigidity.[1]

I am not going to attempt to analyze the reasons for this "institutional inertia" and "tradition of rigidity". There are many persons of far greater knowledge who have already done so. What I would like to do, however, is to describe very generally what automation means to me. I would hope that, when taken with the more specific thoughts already expressed today, we shall be able to see that the capacity for good or evil, for enhancement or diminution of our dignity, lies in the human beings who attempt to make use of it or administer those who do, and not at all in the nature of automation itself.

Just in passing, if I might be allowed to dangle a red herring in front of you, I might state that to my mind the greatest danger to the dignity of the archivist is the tendency towards specialization, usually in the interests of efficiency. By this I do not mean specialization by subject area, but specialization by function, wherein one becomes slotted as a "reference" archivist, an "accessions" archivist, or one concerned solely with the production of catalogues or indexes. As he becomes more highly specialized functionally, the archivist will lose his

*This paper was read at the SAA Conference in Ottawa, 1968.

manoeuvrability and much of his freedom of action. In our technological age, of course, such a trend is probable with or without automation. The difference is that, if pursued in the interests of and aided by automation, the process likely will occur much more quickly and much more efficiently.

Automation is, of course, merely the third phase of the industrial revolution which began in the eighteenth century. The two earlier phases were mechanization and the assembly line (or the "dissembly" line, as the prototype might be called, since the concept was borrowed from the Chicago meat-packing industry, which had been practising progressive dissection of carcasses on conveyor belts since the 1870's[2]). While many definitions of automation are available, I personally favour the short description provided by our colleague Elizabeth Wood: "... the term automation [she writes] applies to the use of machines, particularly electronic ones, to reduce repetitive human activities of 'observation, effort, and decision.'"[3]

Modern electronic computing machinery differs from conventional machines in one important way. Whereas the older machines merely do physical labour, computers are able to make decisions and perform control functions. Let it be stressed immediately, however, that a computer does not think through an intuitive process as we do. All it really does is react to a given set of circumstances according to a given set of instructions (its programme). Its degree of competence is dependent upon the accuracy and thoroughness of the programmer and the programme.

What is the principle behind this ability to react, to perform control functions? The principle is that of feedback, which Webster's Dictionary defines as: "the return to the input of a part of the output of a mechanism, this part of the input constituting information that reports discrepancies between intended and actual operation and leads to a self-correcting action that can be utilized." In other words, a computer has the capability of communicating changes in condition back to its control mechanism, which then computes the significance of the change and adjusts output accordingly. In an industrial setting, therefore, the suitability of a machine-made product does not have to be measured by human hands and eyes; nor does the machine have to be adjusted manually. Both processes - measurement and control - are handled automatically. Of course, we have examples of the feedback principle in action much closer to home, quite literally. The most obvious example: the common thermostat, first patented in 1830, which through feedback of information and automatic correction very effectively controls the degree of heat or lack of it in your home, your hot water tank, your oven, and your refrigerator.

Feedback, however, is not a new principle, although a thorough understanding of the principles behind it may be of fairly recent vintage. Actually, it is as old as animal life on this planet, controlling every movement of every animal (including man) since the dawn of time. The reason why I am able to maintain a more or less erect stance here at this lectern is that my sense organs are continually feeding back messages to my brain, which simultaneously is exerting control over my various muscles, which thereby keep me in this position. What I am trying very briefly to suggest is that automation is nothing more than an "extension of man". In the words of a British commentator, Sir Leon Bagrit, modern science and technology appear to be leading towards "the erection of a series of machine-systems based on man as a model". Automation, he writes, is

> that part of . . . "the extension of man" which integrates

> all the sensing, thinking and decision-making elements. ...It is a concept through which a machine-system is caused to operate with maximum efficiency by means of adequate measurement, observation and control of its behaviour. It involves a detailed and continuous knowledge of the functioning of the system, so that the best corrective actions can be applied immediately they become necessary.[4]

Here is the essential way in which automation differs from pure mechanization. Mechanization is dependent upon human measurement and control to keep it on the right path. An ordinary machine must be watched continuously to avoid its witlessly plunging ahead, repeating an action despite changes in condition. An automated system, however, (assuming it has been programmed properly) will either correct itself or stop and, in effect, ask for further instructions. Until the controlling device receives those instructions, all is at a standstill. The moment it does receive the new information, it will digest it, compute its significance, and issue new instructions to its mechanism more quickly probably than it took the person who supplied the new data to type it into the console. The man in charge, therefore, is simply extending his own faculties, in that he is using a computer to measure, observe and control, instead of having to perform these functions himself. Often what is happening is that the computer is doing calculation of data which the man himself could be doing - if he had enough time! The man in charge of an automated system is not a slave to a machine; he is master of it. It stands ready to serve his wishes.

The result should be, as Peter Drucker wrote over a decade ago, that "automation will lead to 'the human use of human beings' - that is, to our using man's specifically human qualities, his ability to think, to analyze, balance and synthesize, to decide and act purposefully - instead of using him, as we have done for millenia, to do all the dreary work machines can do better".[5]

My conclusion, therefore, is simple. The day will come for all of us when we find that our volume of holdings and rate of accessions makes imperative the substitution of new methods for old, in order simply to keep our heads above water. In such an event, should the solution lie in automation, it seems to me that it will be potentially more damaging to our dignity not to automate than to do so.

FOOTNOTES

1. Findings of the President's Research Committee on Social Trends, vol. I, p. xxvii, cited in Samuel Eliot Morison and Henry Steele Commager, The Growth of the American Republic (Oxford University Press, 1937), vol. II, pp. 130-131.

2. Walter Buckingham, Automation, Its Impact on Business and People (Mentor, 1964), pp. 14 and 18.

3. Elizabeth B. Wood, "From the Information Soapbox: Information Handling Dialectically Considered", American Archivist, vol. XXX, no. 2 (April, 1967), p. 313.

4. Sir Leon Bagrit, The Age of Automation: the B.B.C. Reith Lectures 1964 (London: Weidenfeld and Nicolson, 1965), p. 13. 5. Peter Drucker, "The Promise of Automation," Harper's Magazine, (April, 1955).

TWO-WAY STRETCH

A former travel promoter and freelance publicist looks at Public Relations for Archives, the problem and the opportunity.

by

Fred H. Phillips

Fred Phillips was Assistant Director of the New Brunswick Travel Bureau and also handled public relations in various fields as a freelance. He is at present Custodian of photographic collections, Provincial Archives of New Brunswick.

Do you know what the public wants of your institution; and does the public know what you have to offer?

That, in brief, is the two-way give-and-take which your Public Relations can and should provide. If you can give clear affirmative answers to both parts of the question, your institution is on sound ground. Otherwise, your position may need some re-assessment.

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(a) What overall impression do we wish to create?
(b) What services do we offer?
(c) Are we presenting ourselves as we really are? If a director cannot answer that one in the affirmative, then there is need for moral, or at least ethical, re-assessment.

2. Whom do you wish to reach? We must now assume that the institution has a PR Officer and distribution of material should fall largely within his field of activity.

From the PR point of view, there is not just one great grey public. There are in fact many publics. How far do you wish to go geographically: Your own community? The Province or region? Or the whole country? Considered from occupational and interest groups you have teachers, students, the professional class generally, writers, historians and just plain history buffs.

Not every story should be aimed at the same groups. One story may have a strong local appeal but will not stand up nationally because the similar thing is being done in other places. **But, if you have something** that is unique, get the most out of it. The way your institution handles a certain matter may have particular interest to other workers in the museum or archival field. Documents, arcane and obscure, may hold

interest for the serious historian though not for the general public.

Whatever the distribution for a given story, you have now reached an important point. You have broadcast your message -- what you are, what you do, what you offer -- and implicit in that message is an invitation to respond. You have cast your bread upon the waters. Now what will the reaction be?

3. What are the means at your disposal? This brings us to Press Relations, and this should be strictly the province of the PR Officer. "Press" is used here to mean its widest application -- daily papers, weeklies, magazines, radio, television and cable.

A PR Officer, on taking a position, should preferably make a circuit of all the media he intends to use. Failing that, he should meet the press one at a time as opportunity offers. Once the boys know the face behind the signature, then you can mail your stuff and have acceptance.

Also get to know the correspondents for out-of-town papers and the important freelancers in your area.

The PR Officer must bear in mind that his object is always the exact opposite to that of the people with whom he deals. The editors and the newscasters are ambitious and jealous people. They are paid by ambitious and jealous publishers. Their credo must always be: The big story in my paper -- or my radio station -- first. The PR's aim must be: My story in everybody's medium at the same time. They want an exclusive. You want saturation.

To do the job as fairly as possible, study the newscast habits of the radio and television in your area and the press times of the newspapers, always remembering that the electronic media are more flexible than the print media. For instance, if you have an afternoon daily in your town, they probably prefer material by 9:30 a.m. to ensure publication that day. The radio stations can accept up to 11:30 a.m. for broadcast at noon. And again, don't forget to call the out-of-town correspondents.

And don't ever play favorites with a story, giving one outlet a decided edge over the others. If you do, you're dead.

What follows may seem to be a contradiction of that last point, but it isn't: As long as you are announcing an exhibition your institution will open, or a programme it will launch, or an outstanding accession it has recently made, then you are honor-bound to treat all media alike. But if a reporter comes to you with a legitimate story idea of his own, then you are honor-bound to help him and at the same time protect his idea. You must not steal a reporter's idea from his own lips and make it a general release. The "exclusive" in this case is the reporter's.

And about your own writing, confine yourself to a clear, clipped factual statement. Remember a short story in the paper is better than a long one in the waste basket. The newspaper boys don't have time to rewrite nowadays. Try to keep your stories down to 500 words, with 800 as an outside limit.

Neither should you ever complain about story treatment. The newspaper and radio business is just that -- a business. And when you cross

a publisher's threshhold, you no longer give orders. He does. Your function has been fulfilled when you make a story available in usable form in good time. You are not providing the newspaper or radio station with a service. Rather they are providing you with the facilities of promulgation.

If you have a worthwhile story, you will usually get fair treatment. But the news business is a turbulent one, simply because it must report an unpredictable world. Think for a minute what might happen to a story landing on an editor's desk concurrent with a major accident, fire, flood, robbery or political announcement. The PR who promises than any story will be used is a fool. Good stories are sometimes and the next day a weak one will get a streamer head -- depending upon the news and advertising situation of that day.

Once in awhile, if you have some seniority and know some of the people on the media, you may tactfully alert someone in advance that a certain story is coming and to keep an eye on it, please, just to make sure it does not get buried between two ads on page 15. But not too often.

Up to now, we have been considering the preparation and distribution of our own releases. Occasionally, you must plan for special events complete with VIP's, which may mean live coverage by radio and television. Then your problem becomes largely a physical one -- the placing in advance of lights, cameras, microphones, access to back doors and loading ramps, and a sufficiency of electrical outlets.

Again with radio and television, keep an eye and an ear to the programming. In most stations, news and programming operate off mutually exclusive compartments. This time you are seeking established programmes - panels, interviews, quizzes -- on which your people could appear as guests.

And a word of caution here: The best interviewer in the world cannot be an authority on every subject. Only some of them do not always realize this. Therefore, draft in advance half-a-dozen good intelligent questions which an interviewer can ask. This will give your candidate a chance to open up and say something worthwhile. Otherwise, the opportunity is often wasted. We have all suffered through programmes which went something like this:

"Ah, let's see now, you name is....ah....Jack McTavish?"
"Yes, my name is Jack McTavish."
"And....ah....you work in the lumber yard, Mr. McTavish?"
"Yes, I work in the lumber yard."
"And....ah....what do you do in the lumber yard, Mr. McTavish?"
"I handle lumber."

And so on and so on for 13 minutes. By that time, Mrs. Hedley Simpson of Orillia is telling us that "Ban takes the danger out of being close" and the whole thing is washed out in a flood of soap flakes.

As you gain acceptance among the people in the field, call them and offer story suggestions that come to your attention, even outside your own terms of reference. This will build your image as a source of news and story ideas. A recent case in point had one archivist virtually acting as a talent scout for a newly-opened cable vision station.

4. How much money do you have to spend? The answer need not be frightening. A museum or an archives has nothing to sell. There is no commercial aspect. It is a public institution rendering a public service. Hence, there is no need for a great advertising budget. For the most part, the media will go along with you. In a case like an exhibition opening, however, where the public is invited, it is both tasteful and tactful to place formal ads in the papers.

The best publicity will not go far today without photography, so always try to have plenty at your disposal, both for the build-up phase of a special event and afterward. In an institution that has a collection of historic photographs, moreover, you may have pictorial support without realizing it. The old photos can often be adapted to illustrate your text matter on an up-coming event. It is simply a matter of adaptation plus a light touch with the cutlines.

True, the newspapers may take their own photos, but these will usually be confined to illustrating their own stories. Do not count on having access to these. Always try to have your own with no strings attached. If you have the right photos plus a little imagination, you may seize an opportunity for national picture syndication.

Therefore, try to get a good photographic item in your budget. Preferably get provision for a good staff photographer and the necessary equipment.

Oh! yes; and don't neglect to get the boss's picture in the paper once in awhile.

That brings us to the only other major items in the PR budget -- the $15,000 salary of the incumbent and the unlimited expense account.

UNIVERSITY COURSES IN ARCHIVES ADMINISTRATION

McGill University Graduate School of Library Science offered during the Spring Term, 1970, Course 645b: "Archives and Records in Libraries". The course was led by John C. L. Andreassen, McGill University Archivist. It was offered as a 3 credit elective to final term students in the two-year course leading to the degree of M.L.S. Subjects dealt with in the first 10 of 12 seminar sessions included:

> The Basic Literature; Definitions, Principles and Terminology; Archival Developments in North America; Historical Writings on Various Media; The Selection and Conservation of Writings; Finding Tools and Controls; Records Management Developments in North America; Records Creation, Use, Retention and Destruction; The Records Centre; The Impact of the Computer and Other Related Technological Developments.

The last two sessions were given over to the presentation and defence of seminar papers, based upon selected practical work projects. Fifteen graduate students participated in the seminar.

New Brunswick. A graduate course in Archives Administration and Records Management extending over ~~one~~ 2 semesters was directed by Hugh A. Taylor, the Provincial Archivist. Five students enrolled. The following subjects were included in the course:

> The origins of records in administration; the relationship of archives to administrative history; the impact of archives on historiography; the history of archives administration in Europe, the U.S.A. and Canada; archival principles and arrangement of records and manuscripts; business, college and church archives; maps and photographs; the archival significance of microfilm and the computer; history and principles of records management; archival legislation; the custodial function; public relations; training.

Each student prepared a paper or project each term; a test was set at the end of the first term and a final examination concluded the course.

Toronto. During the winter, Dr. Archer and Mr. Ian Wilson, with the assistance of the Archives staff, gave a graduate course on archives at the University of Toronto School of Library Science. This was a one term credit course at the M.L.S. level entitled "Historical Manuscripts and Archival Collections in Libraries". The class consisted of eleven students, with four Toronto faculty members auditing the course. In light of the numerous collections of private papers and institutional records which are developing in libraries across Ontario, interest in this course was keen. Combining lectures, discussions, visits to archival repositories and practical work, the course presented the principles of archival methodology and thoroughly explored the differences between these and those of library science. As their assignments, the students each had to accession, arrange, sort and prepare an inventory for a small set of nineteenth century estate papers. In addition, they were expected to visit Queen's University Archives and to write an analytical description and assessment of an archival repository. These assignments served to give the students a full and decidedly practical appreciation of the problems encountered by archivists.

Through directed readings and lectures, the class examined the general history of archival repositories in Canada, the development of public records programmes, the functioning of modern records management programmes in government, business and universities and the methods, procedures and techniques in handling a set of papers from acquisition to use. A number of very lively discussions also took place on such topics as the administrative position of the archivist in an organization, cooperation amongst archives in acquiring material, the role of the archivist in the community, the changing uses of archives, the influence of archives on historiography, and the applicability of new technologies to archives. While by its title, the course emphasized archival collections in libraries, this was done by examining the state of archives in Canada, the principles applicable to any archival collection and broader concerns of archivists.

HANSARD COMMONS DEBATE May 1, 1969

(English)

GOVERNMENT DOCUMENTS
Release to Archives of Records in
Existence for Thirty Years

Right Hon. P. E. Trudeau (Prime Minister): Mr. Speaker, I should like to announce a policy to make available for research and other public use a large portion of the records of the Canadian government prior to July 1, 1939, as would be consistent with the national interest. The cabinet secretariat and the departments and agencies of government are being asked to transfer to the Public Archives official records which are more than 30 years old to be made available to the public under the normal rules of access in force in the Public Archives.

(2.10 p.m.)

(Translation)

Certain records will be exempted from public access, particularly those the release of which might adversely affect Canada's external relations, violate the right of privacy of individuals, or adversely affect the national security. However, it is the intention that a vast portion of Canada's records prior to mid-1939 will be transferred to the Public Archives during the current year, and that annual transfers be made in subsequent years.

While certain of the records to be made available to the public have already been transferred to the Public Archives, the majority are still in the hands of the cabinet secretariat and the various departments and agencies of government. The volume of them is such that it will take some time to screen and arrange for an orderly flow of documents to the Archives. Within these practical limitations, however, every effort will be made to provide public access to these papers as promptly as possible, beginning on July 1, 1969.

The general rule will be that, with the exceptions noted, all records over 30 years old will be transferred to the Archives and made available to the public. In addition, departments and agencies will be encouraged to transfer to the Archives records less than thirty years old, insofar as this would be consistent with the efficient operation of the departments or agencies involved. Although these more recent records would remain under the control of the minister concerned, they could be made available to the public under terms and conditions to be established by the responsible minister in consultation with the Dominion Archivist. As for records less than thirty years old and which are retained in the custody of the departments and agencies, controlled access may be permitted in special cases, again under terms and conditions to be established by the minister in consultation with the Dominion Archivist.

(English)

Because of the nature of cabinet and cabinet committee documents and minutes, they will in no case be made available for public examination

until they are 20 years old. Former Prime Ministers and ministers will, of course, be given access on request to such of those records as originated during their various periods in office, in order to refresh their memories.

Of particular interest in future years, beginning in 1970, will be the release of annual portions of records of the cabinet war committee for the period 1940-1945. In 1974, records of the deliberations of the cabinet will begin to be made available, the first formal recording of its proceedings having begun in early 1944.

In announcing this policy, I should like to express the government's belief that it will meet with the approval of Canadian scholars, members of learned societies and others interested in the history of Canadian government. In a broader sense, it exemplifies the government's desire to stimulate interest and participation in the affairs of government by Canadians generally.

Hon. Robert L. Stanfield (Leader of the Opposition): Mr. Speaker, I should like to express my approval of the statement made by the Prime Minister (Mr. Trudeau) who was kind and considerate enough to consult me, and I believe others, about this proposal which I hope will facilitate the work of scholars in our country. I do not know whether it will have any adverse effect upon journalists like Mr. Wilson and Mr. Westell, but subject to that sort of consideration, I think it will certainly be widely approved in the country at large.

Mr. Barry Mather (Surrey): Mr. Speaker, I am sure many members of the house will welcome the announcement made today by the Prime Minister on this very important subject. We feel that it is a step in the right direction that is considerably overdue. As some may recall, a bill was presented by a member on this side of the house at a former session urging something very much in the nature of what has now been put forward. While it is late and meagre, we do feel that action has been taken in the right direction.

(Translation)

Mr. Réal Caouette (Temiscamingue): Mr. Speaker, we in the Ralliément Créditiste, approve the Prime Minister (Mr. Trudeau) who has just announced a new policy to make government papers, 30 years old or more, available for research purposes.

Mr. Speaker, the policy will enable men of letters and members of scientific societies in Canada to do their work much more easily and to write an accurate history of Canada.

NEWS IN BRIEF

ALBERTA

Provincial Archives: 1969 was an active and productive year for the Provincial Archives. The year saw a marked growth in the quantity of records received and in the number of users consulting our reference services.

Mrs. E. Kreisel was appointed Reference Archivist replacing Mr. G. Brandak, who is taking post graduate courses at the University of Saskatchewan. Mr. D. Leonard was appointed Archivist I with special responsibilities for maps and government records. Two clerical staff members were also appointed. These appointments brought the complement of four archivists, two technicians, two secretaries, one photograph clerk and one stores clerk up to full strength.

The archives staff has noted a considerable increase in the number of researchers during the past year; over 850 visits were made by researchers.

Accessions to the Archives collection through private donations or purchase or transfer from government departments totalled 361 deposits, which is an increase over 1968.

The Public Documents Committee has been very active during the year. Thirty-seven recommendations for the disposition of records of departments were made, including 24 recommendations for transfer to the Archives. Among government deposits, the following is of special interest:

Files of former premiers, 1921-1959. These consist of some 220 linear feet of files. The files for period 1921-1945 number around 1200 and are open for study by bona fide research workers. Approximately another 1000 cover the years 1946-1959, and they will not be available for research until later in the 1970's.

Microfilming of the records of the Dioceses of Athabasca and MacKenzie River was completed. The material was temporarily transferred from the keeping of the Bishop of Athabasca at Peace River to the Provincial Museum and Archives of Alberta in 1967, scrutinized and arranged under broad headings and then microfilmed on 31 reels. Covering dates are 1873-1948, but the bulk of the Athabasca material relates to episcopate of Bishop Young (1884-1903). A few items only have survived from the episcopates of Bishop Bompas (1874-1884) or Bishop Robins (1912-1930). The bulk material of the Diocese of MacKenzie River relates to the episcopate of Bishop Lucas (1913-1926).

The collection of recorded interviews with old-timers, provincial politicians and others is growing steadily, and in special cases, these records have been supplemented by photographs.

During the year, the staff prepared 87 inventories. A programme of indexing, printing and arranging by subject sets of prints from photographs collections was commenced, and over 2250 negatives were renumbered, printed in duplicate and indexed.

The outstanding event of the year was the preparation and the

official opening of the Archives Gallery display, which was entitled "The Development of Alberta, 1900 - 1925 (selected aspects)".

Glenbow Archives: During the year, Glenbow's regular staff remained at seven; however, an additional person was engaged for six months to process a large collection of C.P.R. papers, acquired some years ago. In addition, three university sutdents were hired to assist with the work load during the summer.

The fourth publication in the Archives Series has been produced; namely, the George G. Coote Papers, 1907-1956, an inventory which gives information regarding the personal and political papers of a U.F.A. member of parliament. All four of the Archives Series publications may be obtained without cost from the Archives, Glenbow-Alberta Institute, 902 - 11th Avenue, S.W., Calgary 3, Alberta.

Acquisitions include: Papers of the Canada North-West Land Company, consisting of land records and registers of townsite sales dating from 1881; Calgary Brewing and Malting Company papers, 1892-1939 - a collection which also contains information regarding the general development of Calgary and area; Records of various Alberta unions of the United Mine-workers of America, 1903-1960; Papers of the United Farmers of Alberta, 1905 to 1965; Minutes of the Council, City of Calgary, 1884-1941.

Miss Sheilagh Jameson submitted the paper on ranching which she gave at the Canadian Historical Association meeting in 1968, to the Alberta Historical Review for publication, Winter, 1970.

Another project of interest in which archives has been involved is the production of teachers' kits for loan to Calgary schools. One, prepared in conjunction with the Ethnological Department, deals with Plains Indians' life and crafts; another, using photographs and documents, concerns Calgary's origin as a police post.

The year showed an increase in the number of students and others using archives research facilities. There was also an increased use of photographic and manuscript material for exhibition purposes, the main outlets being: the Glenbow Museum; the Glenbow Museumobile - a caravan featuring the opening of the West which is touring southern Alberta schools; two travelling exhibits - the works of photographers J. H. Gano and T. J. Hileman; loans to the Alberta Provincial Museum; loans to schools small museums, etc. It might be of interest to mention also that "Okan", Glenbow's film on the Blackfoot sun dance, is in constant demand for rental by universities, anthropological groups and others across the continent and in Europe. **Two prints are now in use and a third is being** make for this purpose.

MANITOBA

Provincial Archives: The approach and the arrival of the year 1970 have kept the Provincial Archives more than fully occupied with the work generated by Manitoba's Centennial Celebrations. For example, correspondence has increased over 40%, and use of the photograph collection has

multiplied 300% while the size of the staff has remained constant and, fortunately, without any change in personnel.

At the beginning of March, 1970, responsibility for the Provincial Library and Archives was transferred from the Minister of Youth and Education to the Minister of Cultural Affairs, a portfolio only created in 1969.

Acquisitions worthy of note have included the papers of the Hon. Colin H. Campbell, 1859-1914, Attorney General of Manitoba, 1900-1911, and those of his wife, Mrs. Minnie B. Campbell, active for over fifty years in the public life of Manitoba and Canada; papers relating to the Manitoba career of the Hon. John Bracken, Premier of the province from 1922 to 1943; papers and correspondence of the Manitoba C.C.F.-New Democratic Party, 1936-1968; papers of the Hon. Gurney Evans, 1953-1969, Minister of Industry and Commerce and subsequently Minister of Finance; Records of the Civil Service Commissioner, 1900-1958; and transfers from the records of the Departments of Agriculture, Attorney General, Health and Welfare, Mines and Natural Resources, Public Works and the Highways Branch of the Department of Transportation. A microfilm of Orders-in-Council and Executive Council Minutes, 1870-1882 was obtained from the records of the Executive Council Office.

Important additions were made to the Picture Collection of particular significance being two volumes of Boundary Survey photographs, 1873-1876, originally the property of H. M. British North America Boundary Commissioner, Major General D. R. Cameron, and a large number of Highways' photographs transferred from the Department of Transportation.

The Architectural Survey of Manitoba again operated out of the Provincial Archives during the summer of 1969. Two senior architectural students were employed to photograph buildings of architectural merit and/or historical significance within the boundaries of Metropolitan Winnipeg, for the rest of the province has been covered in the four preceeding summer surveys.

NEW BRUNSWICK

Provincial Archives: This has been a year of consolidation following the official opening. Casual help has been greatly reduced, and the staff now consists of Provincial Archivist, assistant archivist, curator of photographs, archives assistant, document repairer and secretary, with the equivalent of one student full time.

All the Supreme Court records to about 1920 have been received and inventoried; about three quarters of the county records have been sorted and inventoried; a calendar of the Executive Council papers returned by the P.A.C. is being prepared in conjunction with the Provincial Secretary's papers of which they once formed a part (although the two series will now remain physically separate); all Department of Education records from 1816 to about 1940 have been sorted and listed and are very complete; the Crown Land petitions, already indexed, have been received from the Lands Branch, and over 5,000 additional petitions have been sorted and indexed to 1845.

Manuscript accessions already inventoried include: the City Council records of Fredericton and Moncton; Todd (St. Stephen) MSS, lumber and politics, 1870-1935; R. G. Hanson MSS, local politics, 1918-1948 (his papers of national interest are in the P.A.C.); the York-Sunbury Historical Society MSS; Hill (St. Stephen) MSS, politics, 1785-1898.

The Beaverbrook photographic collection (over 5,000 prints) has been fully catalogued and indexed by subject.

Microfilm Service - As an additional project, the contents of all deed registries are being microfilmed, and it is likely that the original records will them be transferred to the Provincial Archives. The Service now has a staff of five operators and one supervisor. Records Centre - The Records Centre has a staff of one Records Officer, a clerk, a secretary and three storemen. All departments are using the Centre, and the records of some are fully scheduled.

NEWFOUNDLAND

It is with much regret that we have to record the death of the Provincial Archivist, Allan Macpherson Fraser, at the age of 63.

Allan Fraser was born at Inverness, Scotland on the 9th July, 1906. He came to Newfoundland in 1928 as Professor of History and Head of the Department of History and Economics, Memorial University of Newfoundland. On the 12th June, 1938, he was married to Kathleen Mary, daughter of Mr. and Mrs. R. K. Kennedy of St. John's.

In 1953 he resigned his position at the University to enter public life. On the 10th August, 1953, he was elected a Member of the House of Commons for the riding of St. John's East. In April, 1958, he was appointed Provincial Archivist, which position he held until the time of his death on the 16th November, 1969.

NOVA SCOTIA

Public Archives: Recent staff changes include the resignation of Mrs. W. A. Bernard and the reappointment of Mr. Allan Dunlop as a Research Assistant. The Provincial Archivist read two papers before the Nova Scotia Historical Society: "Ambrose F. Church and his Maps" and "Pre-Revolutionary Settlements in Nova Scotia"; an article by him entitled "The Status of Sable Island" appeared in the Nova Scotia Journal of Education, Volume 18, No. 2, May - June, 1969. The book, Place-Names and Places of Nova Scotia, although it bears the date of 1967, came off the press early in 1969. The supply of this volume, 751 pages, has already been exhausted.

Maritime Conference Archives: The large room at Pine Hill occupied by the Archives has been substantially improved this past year. New lighting has been installed, and there is more ventilation. A telephone has been put in.

Recently a microfilm reader was acquired. Microfilm holdings are being increased. The New Brunswick Provincial Archives is presenting a microfilm copy of each set of United Church records filmed. Many fresh items of United Church History have been accessioned.

The Wesleyan, 1885-1925, a valuable reference stored in the Archives, has been microfilmed by the Public Archives of Nova Scotia, as have other records.

The Archivist, the Rev. E. Arthur Betts, was released from other duties in mid-1969 to devote more time and energy to this work. The room is open five mornings each week, and all scholars are made welcome.

ONTARIO

PUBLIC ARCHIVES OF CANADA: During 1969 there were significant developments in the entire range of the functions of PAC. A program for the systematic searching for private papers of national importance was established; a national film collection acquired several million feet of motion picture film within the year; the oral history unit circulated a questionnaire to obtain information concerning the holdings of tapes in Canadian repositories and commenced a project for recording debates of the House of Commons; the Map Division coordinated the compilation of a Union List of maps in Canadian collections and arrangements were made for completing the coverage of foreign maps; procedures for a national architectural collection were developed in cooperation with the Royal Architectural Institute of Canada. The effectiveness of the records management program was increased by the May 1, 1969, deadline for scheduling public records. The new government policy on access provided for transfer of and access to a vast quantity of public records to which access had been restricted. The Technical Division increased the scope of courses and was involved in developments in regard to microfiche and computer output on microfilm. Mr. Wheeler was appointed program chairman for the International Micrographic Congress. An increased number of foreign archivists spent periods of from one to four months in "instructional visits". Mr. Gordon and Mr. Atherton participated in the World Genealogical Congress at Salt Lake City. Dr. Smith was appointed member of the Permanent Board on Geographic Names, the Historic Sites Board and Chairman of the S.A.A. Committee on International Archival Affairs. Mrs. White, from the London Office, paid a useful visit to Ottawa. The exhibition program was expanded considerably and Laurier House acquired significant items relating to Sir Wilfrid Laurier. Ownership of the papers of Rt. Hon. Louis St. Laurent and Rt. Hon. Lester Pearson was vested in the Public Archives. A report on the Public Archives for the period 1959-1969 is being prepared for publication in 1970.

Manuscript Division, Staff: The head of the pre-Confederation Section, Mr. Roger Comeau, is attending the three-month "Stage Technique International d'Archives" in Parish, January to March, 1970. Mr. Warren Mizener is the new head of the Auxiliary Services Section. His responsibilities include the various public service functions such as registration of researchers, reference, interlibrary loans and photoduplication.

New archivists to join the Division in 1969 were Robert Watt, Gerald Cumming, Charles McKinnon, Walter Neutel, Alan Boyd and Carl Vincent.

There were four resignations: Claude Porier went to the Quebec Archives, Elizabeth Vincent retired, R. Collins accepted a position in the Department of External Affairs of Guyana, and J. W. Brennan went to the University of Alberta in Edmonton to work on his doctorate. Another loss, and a person greatly missed by archivists and historians, was Miss Jean Ballantyne, who died in November after a lengthy illness.

Manuscript Division, Services: The volume of work done in almost all areas increased in 1969. The number of inquiries increased from 5752 in 1968 to 5909 (the figure ten years ago, in 1959, was 1314); the number of researchers registered rose from 2399 in 1968 to 2501 (cf. 480 in 1959); the number of reels of microfilm circulated in interlibrary loan increased from 2696 in 1968 to 3112 (cf. 97 in 1959). The extent of accessions decreased from 5791 feet of records and manuscripts in 1968 to 4961 feet in 1969 (cf. 315 in 1959), and the number of reels of microfilm accessioned decreased from 4480 last year to 4053 (cf. 480 in 1959). Circulation of volumes increased from 42,810 in 1968 to 45,209, and circulation of microfilm increased from 14,932 reels in 1968 to 16,184.

Manuscript Division, Accessions: (a) Of the many important accessions received by the Public Records Section, three of the most significant were: all the original Sessional Papers of Parliament for the years 1916-1958, which were deposited in the Archives in August and which are open to the public without restrictions (similar deposits will occur ten years after the close of each Parliament); the Deputy Ministers' files of the Department of Finance for the years 1900-1956, dealing with all aspects of the Department, notably budgets, banking, aid to the provinces during the depression, and the financial arrangements for Newfoundland's entry into Confederation; and the records of the Wartime Prices and Trade Board and of the four subsidiary corporations organized to assist it - the Commodity Prices Stabilization Corporation Ltd., the Wartime Food Corporation Ltd., the Canadian Wool Board Ltd., and Wartime Salvage Ltd.

(b) Microfilming of the original papers of Sir Frederick Haldimand by the British Museum was completed for the post-Confederation Section. Additions were received to Admiralty I, Board of Trade 98, Archives des Colonies, Archives de la Marine, Archives Nationales, Archives de la Guerre, Archives Départementales, Bibliothèque Nationale, and to the notarial records of the districts of Quebec and Three Rivers on microfilm.

(c) Many significant accessions were received in 1969 by the post-Confederation Section. The Loring Christie Papers, consisting of memoranda, reports and correspondence on World War I, the Peace Confederation and international affairs generally, were transferred from the Department of External Affairs in 1968 and 1969. Other notable acquisitions included additional papers of Brooke Claxton and of General A.G.L. McNaughton and the records of the Liberal Federation of Canada and of the Canadian Political Science Association.

Manuscript Division, Projects: (a) The post-Confederation Section completed a guide to the various inventories concerning French sources, a card index of the notaries of the French regime, a checklist of the documents in Series B of the Archives Départementales de la Charente-Maritime, and an inventory of the La Bruère Papers. Finding aids in process include a calendar to MG 6, a nominal index to the Upper Canada Sundries and a revision of the existing calendar. Microfilming of the

New Brunswick Executive Council records has been completed; of the British military records ("C" series), almost completed; and of the Canada West census of 1851, 60% completed.

(b) The index to the Macdonald Papers, prepared earlier by electronic data processing, was checked and the corrections are ready to be processed. Data which had been prepared for the Borden index was processed, the print-out was checked, and that also is ready for the second processing. The Borden Papers, which have been reorganized and numbered since the first microfilming, are being microfilmed again. Microfilming of the Meighan Papers has been completed.

Map Division: During the year, 14,688 items were accessioned by the Canadian Section. Among these were items in the generous Centennial gift of the British Government, not recorded earlier: Ptolemy, Geographia, 1520; Benedetto Bordone, Isolaria, 1547; John Speed, A Prospect of the Most Famous Parts of the World, 1662; Cartes de la Nouvelle France ou du Canada dressées par le Sr. Bellin, Ingénieur de la Marine, 1752, a collection of manuscript maps. The Cataloguing Unit, under the direction of Miss Betty May, has commenced a program of distributing checklists of maps to Canadian map libraries, with a view to the compilation of a national union catalogue of maps. The Section compiled the Canadian portion of the Bibliographie cartographique internationale for 1968. An article by C. C. J. Bond on the operations of the Section was accepted for publication in Indian Archives, New Delhi.

The Foreign Section continued to acquire foreign maps, charts, atlases and related cartographic material. Total accessions for 1969 numbered 25,538 items. Of these, approximately 32% were added to the collection. The remainder was made available for distribution to other map collections in Canada in exchange for their surplus or duplicate material. Approximately 23,000 maps were distributed in 1969.

The Foreign Section is participating in the compilation of the National Union Catalogue of Maps by collecting information from Canadian map collections on holdings of foreign maps. A comprehensive list will be made available to Canadian map librarians.

An agreement has been concluded between the Public Archives and the Department of National Defence through which that Department will supply foreign maps which are available through military channels. In return, the Public Archives will keep maps organized and available to the Department on a two-hour notice basis.

Picture Division: The Picture Division participated in the organization and preparation of both external and internal exhibitions. It made a very significant contribution (26 water colors) to the major Peter Rindisbacher circulating exhibit prepared by the Amon Carter Museum of Western Art, in Fort Worth, Texas. Subsequently, it will be shown in Ottawa, Calgary, St. Louis and Toronto. Mr. Vachon of the Heraldry Unit participated in the preparation of the exhibition entitled "Heraldry in Canada". The first exhibition of its kind staged in Canada, it presented a visual record of how Canadian heraldry has drawn upon the totem symbolism of the North American Indian, the traditions of the European nations which for our peoples and our geographical influences.

Several collections of special note were received by our Historical

Photographs Section; namely, a personal photo album of Lady Dufferin; early surveys (1862-1910) from the Geological Survey of Canada; Expo '67 Collection; Sault Ste. Marie Canal, c. 1894, the Welland Canal, 1927-1940, and the construction of the St. Lawrence Seaway, 1954-1959 from the St. Lawrence Seaway Authority.

The Secretary of State, the Honourable Gérard Pelletier, announced officially the establishment of a program for the development of a National Film Collection by the Public Archives, in July, 1969. The year has been devoted to the execution of Phase One, that is the acquisition of older films dating from 1894 to 1950, because of their greater potential in historical value. **Most of them were in the gravest danger of deterioration** and destruction. To date, the National Film Collection has safety copies of over one million feet of closely evaluated historical footage in its safety vaults, as well as three million feet of documentary and theatrical subjects yet to be examined and selected. Approximately 50% of the Cameo films which were produced by Associated Screen News in the 1930's and 1940's were located and are being transferred to safety stock. As many of these films were believed to have been lost in the fire at Kirkland, Quebec, their availability will be welcomed by most art historians and critics. **The success achieved has been almost entirely due to** the energy and skill of William Gallaway who travelled more than 23,000 miles in North America in the course of his collecting activities.

Library: Thomas A. Hillman and Normand St. Pierre have been appointed to the Periodicals and Government Documents Section and the Research and Reference Section respectively.

Among the significant acquisitions to the Library, mention should be made of a broadside of Louis Riel, Pour prouver aux nations sauvages que le peuple de la Riviere Rouge ne veut pas les laisser maltraiter par le Canada (Fort Garry, 1870).

Because of continued requests for the reproduction of its historical pamphlets, the Library is attempting to reproduce on microfiche the pamphlets listed in its Catalogue of Pamphlets, Vol. 1. A survey is in progress to establish the cost of microfilming the Journals of the Legislative Assembly and Legislative Council of Upper Canada with appendices from 1825 to 1840.

Publications Section: Mlle Françoise Gélinas was appointed to the staff of Publications in 1969.

The major project of the Section is the collection and annotation of the Papers of the Prime Ministers series. To date, work has centered around Sir John A. Macdonald. The first volume in the series, The Letters of Sir John A. Macdonald, 1836-1857, was published late in 1968 and the second volume, The Letters of Sir John A. Macdonald, 1858-1861, will appear early in 1970.

A display of recent archival publications from a number of the major archival institutions across Canada has been set up in the Publications Section. A pamphlet entitled Recent Canadian Archival Publications lists all the publications on display, the price of each and the name and address of the institution where they may be obtained and is available free from the Public Archives.

Displays and Publicity: In continuation of the exhibit programme initiated in 1968, eight major exhibits were mounted during 1969. Each exhibit ran for approximately three months. In some instances, two or more exhibits ran concurrently.

PROVINCIAL ARCHIVES: Archives Branch: Visits to our public Reading Room resulting in recorded research requests totalled 4,473, the largest annual figure yet reached. The increasing general interest in provincial and local history was evidenced by the fact that 593 of the persons visiting the Archives and undertaking research there were doing so for the first time. Exact figures for the number of research inquiries received by mail or telephone are not available, but these greatly exceeded the total figures for persons coming to the Archives. Photocopies prepared for researchers included: 2,098 photostats, 10,102 Xerox prints, 1,480 photographs and 136 one hundred-foot reels of microfilm.

Accessions (Records): Government and court files of enduring value comprising a total of some 1,135 cubic feet were transferred to the Archives in 1969. This more than doubles the previous year's accessions. Among the larger or more important acquisitions were: 580 cubic feet from the Prime Minister's Office, including all original Orders-in-Council, 1867 - 1958.

The Government Records Section is also responsible for the custody of any significant municipal records obtained by the Archives. Among these in 1969 were: Bromley Township, 1850-81; Bonfield Township, 1886-1920 and Cameron Township, 1917 - 1944. The Section is also responsible for acquiring court records. During 1969, 320 cubic feet of court records were transferred from Osgoode Hall. Preliminary processing and physical arrangement was completed for 90 per cent of all government records transferred during the year. Considerable progress was also made in the production of finding aids to our government records holdings. Preliminary inventories were completed for five Record Groups.

Accessions (Manuscripts): During the year, 121 accessions totalling some 60 cubic feet of documents were received in this Section. Some of these were of outstanding significance.

Among the latter were the papers of C. A. Jennings (1857-1930), Editor in Chief of the Mail and Empire, 1911-30. These comprise some 400 letters and 11 books of clippings and refer to a wide range of social issues of the period including the war, depression, relief, politics and the fourth Imperial Press Conference. They include his own editorials and written comments on them from prominent people of the day. The papers of William Alexander Foster (1840-88), a prominent lawyer, covering the period 1851-97, throw light on the development of the Canada First movement of the 1870's by Foster and his friends and also include accounts from participants of the North West Rebellion. Three separate accessions related to the fur trade of the last century in the Hudson's Bay Company's Temiscamingue District were acquired. We also received a gift of the papers of Donald McKenzie, a fur trader with J. J. Astor, the North West Company and the Hudson's Bay Company.

Significant for the study of Canadian art are the papers of Melvin Ormond Hammond, Editor of the Globe which include biographical notes on

artists, diaries and an unpublished manuscript history of the Globe. An important addition of 196 items was made to the Sir James D. Edgar Papers, 1841-99, already in the Archives. This included the original "Shawnee vocabulary of 200 words" prepared by Thomas Ridout while a captive of the Indians in 1788. The William Osgoode Papers were supplemented by 26 original letters of the period 1781-1814 written to relations concerning his work and travels. An acquisition of John Hillyard Cameron Letters (236 items) for the period 1848-76 provides an interesting biographical prospective of a prominent politician. The Sir Sandford A. Fleming Papers comprise 750 letters and other documents concerning the period 1842-1915. Five additional volumes of the Hawkesbury Lumber Company records were received.

The Thomas Need Papers, 1832-1883 were acquired and constitute a most valuable source of the history of Bobcaygeon which he founded and for the Kawartha District in general. A small but very important collection of the papers of Sir Allan Napier MacNab was donated which provide new information onthe Caroline Incident of 1838, the Upper Canadian Rebellion and MacNab's political career, including his efforts to obtain the office of Adjutant General.

The work of processing these and previously acquired material was pursued with 75 per cent of new accessions given some processing.

A special project initiated and completed during the year was the analysis, arrangement, description and microfilming of the manuscript holdings of the Niagara Historical Society. A complete inventory supplemented by calendars of selected portions was prepared and filmed with the documents. Related to these are the 17 reels of Niagara town records prepared by the Government Records Section, the microfilm now being prepared for the Society's newspaper collection and the Dr. W. G. Reive Research Papers on cemeteries and graves in the Niagara District.

Picture Collection: Within the past year, amendments have been made to our processing procedures for the picture collection. These are intended to speed up cataloguing of new material, reduce labour involved in creating reference print files and simplify and make more flexible the preparation of new references and finished prints for clients. The basic tool involved is a new 35mm data processing-type aperture card, which combines catalogue card and viewing print. Our recently acquired Kalvar printer and a viewing machine enable new references, complete with image, to be make in minutes without resort to a photographic dark room or to time consuming card typing. One can now study a picture projected on a 16" x 24" screen, a great advantage over the present small file prints.

We are gradually accomplishing the task of inserting our 35mm negatives in aperture cards on which main entry data is typed to form a master shelf-list file. From these cards, similar positive transparency "Soni cards" are prepared and given reference citations to form the subject file for user research. When completed, it will be possible for a client to research the collection without the constant and time consuming guidance of the Picture Archivist.

A direct accession of particular interest which might be noted was the Hammond Collection, 1898 - c. 1930. M.O. Hammond, who died in 1934, was a writer and editor, as well as a gifted amateur photographer. His photographs reflect his interest in the social, literary, artistic and political life of his times. We were also fortunate in acquiring

substantial collections of photographs illustrating life in the northern portion of Ontario and around Hudson Bay. These included several hundred slides taken by Anglican and Oblate missionaries of the Moose Factory, Fort Albany, Fort Rupert and Winisk regions. Examples of other significant acquisitions are the William Stewart Collection of some 400 copy prints, photographs and sketches of early Guelph.

Records Services Branch: To provide the necessary ongoing liaison and advisory assistance to government departments, each Records Analyst was assigned a portfolio of agencies as a basic and primarily individual responsibility. Additionally, each Analyst was assigned a single specialty in the field of records management in order to assist departments on complex or technical problems involving specialized competence above and beyond that expected of generalists.

During the year, at the request of several departments, Analysts have acted as a project team to make studies of clients' records practices, issue reports and assist in the implementation of accepted recommendations.

Most of the departmental Records Officers have received formal training through a series of Records Management Familiarization Courses offered by the Department of Civil Service and staffed by instructors from the Records Services Branch.

During the calendar year, these departmental officers have developed about 2,600 schedules, destruction requests and archival transfers of which 1,225 have been processed and approved resulting in tangible gross savings of $354,187.00 through recoveries in space and equipment. The intangible benefits accruing from this vigorous approach to the implementation of the records management programme have been calculated at, very conservatively, $1.00 per cu. ft. destroyed or transferred for a further saving of $53,263.00, constituting a total of $407,450.00

The programme accomplishments recorded and reported through December 31, 1969 include: Schedules approved and in progress towards approval 2,593; Disposals 42,072 cu. ft.; Transfers to Archives 490 cu. ft.; to Records Centre 16,616 cu. ft.

On the assumption that the total provincial records holdings are 1.5 million cu. ft., some 20% or 300,000 cu. ft. can be considered as potential dormant/inactive records suitable for transfer to low cost storage. Provisions were made during the year to acquire a plot of land adjoining the Centre to provide for future needs for expansion of facilities. The current planning model, based on approved schedules only, indicates that additional facilities will be required circa 1972.

During the year, after study and analysis of the economics involved, procedures were developed to transfer inactive records from offices outside Metropolitan Toronto. The need for the establishment of decentralized Records Centres as and when regional government offices are operating is under review.

The General Synod Archives, Toronto: Activities of the General Synod Archives of the Anglican Church of Canada are still restricted for lack of money. Two part-time workers continue to maintain the institution and to render what service they can. Some two hundred persons used the Archives in the two-year period, 1967-1969.

Over ninety annual reports of the Society for Promoting Christian Knowledge, 1814-1936, have recently been added to the existing collection. These reports contain material of Canadian interest.

A re-structuring of the operation of General Synod has brought about the disbanding of the Archives Committee and the establishment of a Task Force to promote those interests which were formerly cared for by the Committee. The Archivist is now responsible for the Executive Director of Program and reports directly to him.

Queen's University Archives: In terms of use, professional training and accessions, the past year has been a busy and productive one for the Queen's University Archives. But it was a year which also brought with it the resignations of two staff members. Dr. John H. Archer, Queen's University Archivist, resigned on 1 January, 1970 to become Principal of the Regina Campus of the University of Saskatchewan. Mr. Harold Naugler left to write his doctoral dissertation and was succeeded as assistant archivist in charge of university records by Mrs. Anne Mac Dermaid. The professional staff was augmented during the year with the addition of several student assistants to supervise the archives research room in evenings and to help in organizing the entire collection into manuscript groups.

A programme begun in 1968 to interest undergraduates, school teachers and historically conscious members of the community in the research potential of archival material has met with some success. The number of visits to the archives has increased 50% over 1968 to 1197 visits. Indeed, this programme has met with a particularly enthusiastic response. Plans are now being discussed on how best to broaden the range of archives users even further, perhaps by making copies of archival materials of local significance available to high school students.

In terms of acquisitions, 1969 was a good year for Queen's. Several significant series of university records were transferred to the Archives this past year; including the minutes of the Board of Trustees, 1841-1969; the University Council, 1876-1952, and the Board of Library Curators, 1900-1966 together with the files of the principal's office, 1940-1966. Inventories were prepared for the papers of two noted Queen's faculty members, Dr. George Herbert Clarke and Dr. A. R. M. Lower. Queen's University Archives was also fortunate in obtaining the papers of a number of prominent Canadians. These included Victor Sifton, chairman of Free Press Publications Ltd.; Donald Gordon, President of the C.N.R.; Senator John T. Hackett; Merrill Denison, author of many business histories; and Andrew Glen, President of the Toronto Independent Labour Party, 1921-22. In addition, Queen's obtained the papers of the fourth Duke of Richmond, Governor in Chief in Canada 1818-19. The records of the Federation of Canadian Artists were deposited at Queen's and significant additions were made to the papers of Senator C. G. Power, Adam Shortt, and the Tett

family. All of these, together with a number of smaller accessions, combined to make 1969 an excellent year.

Université d'Ottawa: Les Archives de l'Université d'Ottawa occupent encore les mêmes locaux exigus et le personnel est inchange. La place, voilà le problème le plus urgent. Le programme d'archives maintenant demarre ne peut pas être poursuivi systématiquement faute de place pour accueillie versements, acquisitions, personnel, équipement.

Magasins: Archives permanentes non imprimees, 63 p.l; Archives permanentes imprimees, 84 p.l; Archives temporaires, 180 p.l; Archives personnelles, 12 p.l.

Renseignements: 1968-1969 (12 mois): 280; 1969-1970 (7 mois): 360.

University of Toronto Archives: Since the addition to the staff of another archivist, Melvin Starkman, in June, 1969, we have been able to be more active in appraising, transferring and inventorying official records of the University. One of the most important acquisitions during 1969 was the materials created by the Commission on the Government of the University of Toronto, consisting of tapes (all but three of more than 150 meetings were taped), minutes, briefs submitted, reports prepared by research associates, and other materials. A very comprehensive guide to this accession has been prepared, and is available for use within the reading room.

United Church Archives, Victoria University, Toronto: Major accessions during the year included the archives of the former Ontario Temperance Federation and additional microfilm of Scottish missionary work in Canada, as well as the regular deposits of material from the United Church headquarters.

Space and money continue to be a major problem. The collection is now housed in three separate locations in the Pratt Library and Emmanuel College at Victoria University. Since the Archives is a Church organization, it does not receive government assistance. During 1969, the staff consisted of five full-time and five part-time employees.

Waterloo Lutheran University: Waterloo Lutheran University is about to add the fourth and fifth floors to the Library building. Construction is to begin in May, 1970 for completion in January, 1971. On the fifth floor there will be a room for University Archives where it will be properly air conditioned and humidified.

QUEBEC

Archives nationales du Québec: L'Assemblée nationale du Québec a voté une nouvelle Loi des Archives provinciales et il y a eu nomination au poste de conservateur des archives nationales du Québec au début de 1970. C'est le Sous-ministre, M. Raymond Douville, autrefois sous-secrétaire de la province, qui a été désigné comme premier conservateur officiel des archives.

Archives de la Chancellerie, Archevêché de Montréal: Versements: De Mgr Albert Gravel, p.d. (du diocèse de Sherbrooke): les papiers du Chanoine Elie-J. Auclair. (novembre 1969).

Microfilm: Le 14 février, une entente fut signée avec le département de Démographie de l'Université de Montréal, pour les seconder dans leur projet de microfilmage des registres des paroisses de la province de Québec, des origines jusqu'en 1765, entre autres pour les quatre paroisses suivantes du diocèse de Montreal: La Purification (Repentigny), St-Enfant-Jésus (Pointe-aux-Trembles), St-Joseph (Rivière-des-Prairies), et Saints-Anges (Lachine).

Comme nous avons dans nos archives les registres de la paroisse de La Purification (Repentigny), le 20 mars une équipe du département de Démographie est venue microfilmer les registres de cette paroisse. L'original négatif nous parviendra en 1970.

Instruments de recherche: Les types d'instruments de recherche utilisés en notre dépôt sont au nombre de cinq, soit du général au particulier: (a) le guide; (b) l'inventaire provisoire; (c) le répertoire numérique; (d) l'inventaire sommaire; (e) l'inventaire analytique.

Dans notre dépôt, les secteurs des dossiers et des registres ouverts aux chercheurs sont répartis en quatre périodes chronologiques: 1648-1759, 1760-1835, et 1877-1896.

Voice ce qui a été fait, en 1969, dans ces divers secteurs, selon les types d'instruments de recherche mentionnés précédemment:

(a) Inventaires provisoires: L'inventaire provisoire des dossiers de la période 1877-1896 fut terminé au début de juillet. Quant à l'inventaire des registres de cette même période, il fut complété le 13 novembre. Cette période est maintenant entièrement terminée quant à la préparation du guide et quant à la préparation de l'inventaire provisoire. Ces inventaires provisoires seront publiées en 1970.

(b) Répertoires numériques: Le repértoire numérique des dossiers de la période 1836-1876 n'est pas encore entièrement terminé. Jusqu'à date, il y a 284 dossiers sur 423 de répertoiriés; cela donne en détail 463 chemises et 18,213 documents; on a donc 67% du travail de fait dans la préparation de ce répertoire numérique. On peut donc prévoir que ce groupe de dossiers contiendra environ 27,318 documents.

(c) Inventaires sommaires: Dans le secteur des dossiers, l'inventaire sommaire de la période 1760-1835 fut terminé le 4 mars. Dans la période

1836-1876, plus de 6,000 documents ont été inventoriés depuis le 4 mars, soit environ 25%.

Dans le secteur des registres, l'inventaire sommaire des Registres des Lettres de Bourget, pour les années 1850-1855, fut complété le 4 mars. Quant aux années 1856-1860 de ces mêmes registres, l'inventaire a été terminé vers la fin de juillet. Pour ce qui est de l'inventaire sommaire des Registres de la Chancellerie pour les années 1850-1876, il fut complété en novembre. Depuis ce temps, l'inventaire sommaire des années 1861-1876 des Lettres de Mgr Bourget a été commencé.

(d) Inventaires analytiques: La correction des épreuves de l'inventaire analytique des Registres des Lettres de Bourget pour les années 1849-1850 a été terminée en décembre. Cet inventaire a été publié dans le Rapport des Archives du Québec, 1969, T. 47, p. 1-146.

Visiteurs: Nous avons accueilli, en 1969, environ 39 visiteurs différents qui ont consulté nos archives durant 321 jours au total. Si l'on tient compte que nous sommes ouverts environ 250 jours par an, cela signifie plus qu'une personne par jour, en moyenne.

Edition: L'Archiviste a publié, en 1969, les articles suivants:

1. "Les Archives religieuses au Québec", dans Archives, 69.1 (janvier-juin, 1969).

2. "La Création des Instruments de Recherche par l'Archiviste", dans le même numéro de revue.

3. "Nouveaux règlements relatifs à la communication des documents au public dans les Archives de France", dans le même numéro de revue.

4. "Les Archives de la Chancellerie de l'Archevêché de Montréal", dans le numéro de mars du Bulletin de l'Association canadienne des Bibliothécaires de langue française.

5. "Mgr Bourget et le début de la guerre d'Italie (27 avril 1859). Une lettre pastorale collective qui ne parut jamais", dans le numéro de septembre de la Revue d'Histoire de l'Amérique francaise.

6. Revue critique de l'Inventaire sommaire des Archives de la Société historique de Montréal, dans le numéro de décembre de la Revue d'Histoire de l'Amérique française.

7. "Les registres paroissiaux au Québec" dans Archives, 69.2 (juillet-déc. 1969).

8. "Inventaire analytique de la correspondance de Mgr Ignace Bourget (1849-1850)", dans le Rapport des Archives du Québec, t. 47(1969): 1-146.

9. "Bibliographie: Les archives et l'archivistique au Canada en 1968 et 1969", dans Archives, 69.2 (juillet-déc. 1969): 70-76.

McGill University Archives: Personnel Changes: Assistant Archivist (Accessions and Reference) Anne Caiger resigned, effective 15 January, 1970 to accept a position in the Huntington Library in San Marino, California. She was replaced on 1 February, 1970 by Sandra Guillaume, formerly with the Provincial Archives of Ontario. Mr. Nickolas DeJong was appointed on 13 October, 1969 Assistant Archivist (Preservation) on a half-time basis. A new secretary, Mrs. H. B. Dolphin, was appointed effective 17 October, 1969.

Professional Papers: "Acquisitions Policy: Competition or Cooperation" presented by the University Archivist to Archives Section, Canadian Historical Association, 5 June, 1969, York University; "The Records Manager and Permanent/durable Papers" presented to Montreal Chapter, American Records Management Association, 14 October, 1969; "The Archivist and the Records Manager", presented to the Toronto Chapter, American Records Management Association, 24 February, 1970; "The Conservation of Records in Canada" presented to the Canadian Micrographic Society, 28 October, 1969, Ottawa. The article "The Conservation of Writings on Paper in Canada" first published in the Canadian Archivist 1969, was republished in a slightly different form in the Records Management Quarterly, Vol. 4, No. 1, January 1970.

Miss Sandra Guillaume presented a paper on genealogical research sources in Ontario to the World Conference on Records, Salt Lake City, August 4-9, 1969.

Collections: The largest body of materials accessioned were the financial records of the University down to 1965. Perhaps the most important body of materials accessioned consisted of papers of Principal, Sir J. William Dawson, both official and personal. The period covered, 1820-1901. Cubic footage totals about 6'. Included are about 1½ cu. ft. of the personal papers of George Mercer Dawson. Other significant accessions included a substantial body of McGill-related motion picture film and audio tapes. Substantial collections on McGill athletic activities and on the COTC were also accessioned.

Activities: The Central Microfilm Service was firmly established with the issuance of two additional pages to the University's Handbook of Administrative Procedure, pp. C-11 and C-12 on 27 October 1969. Pertinent selections from this release follow:

"Priority will be given to the filming of administrative records of the University; deteriorating materials in the University's collections such as newspaper files, historical manuscripts and books; requests from whatever source for copies of materials in the University's collections, when copying restrictions do not apply.

"Generally, when large microfilming projects are to be undertaken, the office or department to be served will provide: the labour (or labour costs) of make-ready work, and camera operation; the cost of raw film and its development; target and label preparation costs; and duplication costs of the essential guides to the microfilm. The Central Microfilm Service will provide: feasibility study, estimate of cost; supervision and training where necessary; quality inspection of the film; and supervision in the preparation of essential guides to the microfilm.

"A minimum charge of $5.00 will be made to cover service and film when less that 100' of film are required for any order.

"When appropriate, the University Archives will provide security storage of negative masters; service on little-used reference copies; and a central point of enquiry for reference copies of such microfilms, wherever deposited."

A Recordak Microfilmer 600-K has been added to the two planetary and one rotary cameras already available in the Service. Vault space in a non-target, non-earthquake area was leased early in 1970 for the storage of master microfilm negatives. Master negatives prepared during the year exceeded 500 rolls.

A tape recording machine has been acquired to aid in implementing an oral history program.

Activities: The University Archivist serves as chairman of a McGill Committee on the Conservation of Writings on Paper, and of the Archives Section Committee of the Canadian Historical Association on the same subject. He also is a member of the subcommittee on Preservation of the Society of American Archivists. He serves on the Executive of the CHA Archives Section, is Treasurer of the History Association of Montreal, and Secretary of the Montreal Chapter of American Records Management Association.

SASKATCHEWAN

Saskatchewan Archives Board: Mr. E. C. Morgan was granted leave-of-absence for the 1969-70 academic year to pursue studies for the Master's degree in history. Mr. S. D. Hanson resigned effective December 31, 1969 to accept the appointment of Archivist, University of Saskatchewan, Saskatoon.

Important acquisitions during the year were: the correspondence of the Lieutenant-Governor, 1880-1960; Orders-in-Council; Department of the Interior, 1867-1930; Papers of Hon. Frank Meakes, Dr. R. G. Ferguson, Dr. W. D. Cowan and Miss Norah McCullough; Letters of Chief Nehemiah Charles; records of the Villages of Harris and Orkney, the City of Moose Jaw, the R.M. of Turtle River, the Saskatoon Board of Trade, the Hudson Bay Route Association, the Sask. Trappers' Annual Conventions, the Sask. Land Surveyors' Association and the Regina Women's Canadian Club. Among collections processed were the McNaughton Papers, the C.C.F. party records, sections of the T.C. Douglas and W.S. Lloyd Papers and records of the Saskatchewan Centennial Corporation. Newspapers borrowed for microfilming included the Estevan Mercury and the Humboldt Journal.