



Nova Scotia

ANNUAL REPORT
of the Board of Trustees
for the year 1984

Public Archives
of Nova Scotia

**REPORT OF THE BOARD OF TRUSTEES
OF THE
PUBLIC ARCHIVES OF NOVA SCOTIA
For the Year 1984**

To His Honour

The Honourable Alan R. Abraham, C.D.
Lieutenant Governor of Nova Scotia

May it please Your Honour:

I have the honour to submit the report of the Provincial Archivist to the Board of Trustees of the Public Archives of Nova Scotia for the year 1984, together with a statement of receipts and disbursements for the period April 1, 1984, to March 31, 1985.

Respectfully submitted

A handwritten signature in black ink, reading "John M. Buchanan". The signature is written in a cursive style with a large, sweeping initial "J".

John M. Buchanan
Premier

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PUBLIC ARCHIVES OF NOVA SCOTIA

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ROYAL CHARTER OF NOVA SCOTIA

“Nova Scotia’s Birth Certificate”, the 1621 Charter of King James I granting Nova Scotia and adjacent territories to Sir William Alexander, was officially presented to Premier John Buchanan by Premier William Davis of Ontario at a ceremony at Province House on August 22nd. The Hon. Mr. Buchanan said that this Charter reaffirmed Nova Scotia’s ownership of Sable Island and all natural resources, such as oil and natural gas. The original of the document is deposited in Edinburgh at the Registry of the Great Seal of Scotland. This Charter, written in Latin on parchment 31” by 31”, is probably the original copy given to Sir William Alexander and, although unsigned, it is endorsed by J. Scott and James Raithe, who were the witnesses for registering it. It was purchased from Sotheby’s in London by Dr. Sigmund Samuel and has been part of the Sigmund Samuel Canadiana Gallery of the Royal Ontario Museum since 1961. Efforts have been made in vain to patriate the Royal Charter of Nova Scotia, but now the Royal Ontario Museum is attempting to rationalize its collection and to commence a fund-raising drive. The Royal Ontario Museum de-accessioned the Charter on August 20th and transferred it to the custody of the Public Archives of Nova Scotia. In recognition of this historical event, Central Trust II participated in the presentation by pledging its financial support. Mr. H.B. Rhude, Chairman and Chief Executive Officer, said, “We welcome this opportunity of supporting the Royal Ontario Museum and of acknowledging its generosity in making this splendid gift to the people of Nova Scotia”. The Charter is defaced by a blue stain of unknown origin and requires extensive conservation. For many years the Public Archives of Nova Scotia has had a parchment of the renewal of Alexander’s Charter of 1626 by King Charles I, who created the Knight Baronets of Nova Scotia, which was donated through the courtesy of the Earl of Athlone, Governor General of Canada, and a patent in 1631 to Sir James Sinclair of Canisby, one of the Knight Baronets of Nova Scotia.

THE LOYALIST GUIDE

The Hon. Alan Rockwell Abraham became Lieutenant Governor of Nova Scotia and Chairman of our Board in February 1984. On February 29th, His Honour and Mrs. Abraham made their first official visit to the Public Archives of Nova Scotia for the book launching of *The Loyalist Guide*, an annotated bibliography of the printed and manuscript sources relating to the Loyalists from 1775 to 1830, held in the Public Archives. The Hon. Billy Joe MacLean, Minister of Culture, Recreation and Fitness, addressed

the gathering. Dr. Brian Cuthbertson, editor of the book, was master of ceremonies and Mrs. Mary Gillis, President of UELBANS, the joint publisher of the book with the Archives, attended the ceremony. H.H. Marshall's sponsored the reception.

THE MOTION PICTURE HERITAGE FUND OF NOVA SCOTIA (MPHFNS)

The idea for the Motion Picture Heritage Fund of Nova Scotia was conceived during the Public Archives of Nova Scotia's presentation to the Nova Scotia Film Industry Study hearings in early February 1984. Patricia Kipping, the Film and Sound Archivist, recommended that "the Government of Nova Scotia should establish a fund for the purchase and deposit of ... documents related to the previously neglected area of film, video, broadcasting and music industries."

An industry representative on the Task Force, Bill Skerrett, indicated that the industry itself should be able to provide a good portion of the required funds. Mr. Allison Bishop, Director of Cultural Affairs, remarked that such industry involvement might encourage government to contribute as well. Shortly thereafter, Mr. Skerrett called a meeting of interested representatives of the Film community including the National Film Board, CBC, Atlantic Filmmakers' Co-operative, Government Services Film Unit, Salter Street Films, Atlantic Independent Film and Video Association, Wormwood's Repertory Cinema and the Public Archives of Nova Scotia. MPHFNS was born.

The enthusiastic and dedicated committee has been meeting regularly since March and has set its objective to raise \$100,000 by early 1986 as the principal of a trust fund account, the yearly interest from which will be used to purchase historic and contemporary Nova Scotia productions for preservation in the Public Archives of Nova Scotia. MPHFNS was established as a committee of the Board of Trustees of the Public Archives of Nova Scotia with the Chairman of the Board, the Film/Sound Archivist who acts as secretary-treasurer, and the Provincial Archivist as ex-officio members, and Professor A.A. MacKenzie as liaison with the Board. MPHFNS, acting in full cooperation with the Archives, will continue to meet on a regular basis to recommend and decide on the disposition of the interest accruing on the fund.

MPHFNS sponsored a gala benefit screening on October 4th at the Oxford Theatre in Halifax of "The Bay Boy", filmed in Cape Breton and

directed by Daniel Petrie, a native of Glace Bay. This was a successful media event and brought tremendous publicity to both the organization and to the Public Archives.

OUTSTANDING DONATIONS

The Hon. Alan R. Abraham, the Lieutenant Governor of Nova Scotia, donated a collage which Canada's celestial sailor, Commander Marc Garneau, presented to His Honour at Government House. Commander Garneau was the first Canadian to walk in space and this collage has photographs of the lift-off and the astronaut at work in space, his badge and a small Nova Scotian flag which was flown aboard Space Shuttle *Challenger* with Marc Garneau on Mission 41-G from October 5-13, 1984.

Two outstanding manuscript donations were presented by the estates concerned - the Buckler and Pullen Collections. The manuscript collection of *Ernest Buckler* (1908-1984) regarding his career as an author contains six meters of correspondence, manuscripts, diaries, notes, reviews, audio-tapes and clippings. This eminent Canadian author received many writing awards and yet shunned personal publicity. The journals and correspondence offer insight into his private life, and the manuscripts, notes and revisions reveal another side of his literary development. (See page 18). *Hugh Francis Pullen* (1905-1983) served thirty-eight years in the Royal Canadian Navy, receiving the OBE in 1944 for his part in the D-Day invasion of France. He was Flag Officer Atlantic Coast and Commander Atlantic (NATO) 1957-1960. Rear Admiral Pullen was one of the few interested in the preservation of maritime and naval history and, through his careful research in many sources, his lectures, publications and his four-volume *Manuscript of Flag Officers*, has made an outstanding contribution. (See pages 17-18).

The *Maritime Missionaries to Korea Collection*, donated by Mrs. Helen MacRae Parker Lee, illustrates the impact of efforts of Canadian missionaries from the Presbyterian Church of Canada, from 1895 to the 1950's, on the church itself in Canada and in Korea; and on the lives of Canadians by the United Church of Canada. It includes some political material on Korea from 1905 to 1921, and a fabulous collection of audio-tapes of interviews in Korea in 1972 by Mrs. Lee about social and religious changes. (See page 18). Mr. John Sinclair of New Glasgow has given the Sinclair collection of letters from Sir Wilfred Laurier to his close political and personal friends, J.H. Sinclair and Caroline Carmichael. She was a worker in the struggle for women's rights. These *Sinclair- Laurier* letters are a small but important collection which has not yet been published. (See page 19).

These four collections have been appraised by the National Archival Appraisal Board for income tax receipts under the Cultural Property Act. The illustrated article, "A People's Papers", about Dr. Phyllis Blakeley, the Provincial Archivist, and the work of the Public Archives in the *Novascotian* of April 28th, resulted in many offers of donations. This increase in accessions to 590 has also been brought about by a growing awareness that we may provide tax receipts for gifts of cultural property, as well as the desire to have Novascotiana preserved for future generations.

The *Hon. Robert L. Stanfield* of Ottawa, Premier of Nova Scotia from 1956 to 1967 and federal leader of the Opposition from 1967 to 1975, donated a portrait of himself by Brenda Bury given to him by the Nova Scotia Progressive Conservative Association in 1964, and twenty-four original pen and ink cartoons by Robert Chambers concerning Mr. Stanfield's political career. (See page 48). The *William Wood Slide Collection* of 19,000 colour slides and notebooks documenting them from 1950 to 1977, includes a pictorial record of rural, village and small town Nova Scotia and natural history subjects.

COMPUTER

The Archives requested a word-processing feasibility study that was subsequently prepared by Penny Neilson of Systems and Computer Services of Government Services. After reviewing our needs through consultation with Archives staff, the report recommended the purchase of two computer systems with word processing and data management software. A request for funding of the first computer system has been sent to the Management Board. The Public Archives of Nova Scotia cannot maintain its premier position in the Canadian provincial archival field unless modern computer concepts can be integrated into our present operational structure.

CONSERVATION

Conservation Lab

A step has been taken towards providing conservation services for paper in our Conservation Laboratory. In October an agreement was reached between the Archives and a private conservator, Ruth Legge, under which she will work one day a week on Archives' material in exchange for the use of our conservation lab. An in-house conservation committee has been formed, chaired by Wendy Duff, to draw up criteria and to decide which items will receive conservation work. This splendid arrangement assures

that the Archives' valuable documents, maps and books will receive some professional care and that the Maritimes will retain the services of a conservator.

Conservation Courses at the Public Archives of Canada

In October *Allan Dunlop*, the Assistant Archivist, represented the Nova Scotia Archives in Ottawa at an excellent course for managers on "The Conservation of Paper" given at the Public Archives of Canada. The federal archives assumed responsibility for travel and living expenses. The Public Archives of Canada also invited our Film/Sound Archivist to a week-long workshop on the "Conservation of Moving Images and Recorded Sound" at the Technical Services of the National Film, Television and Sound Archives. It was attended by representatives from almost every provincial archives and was thus a valuable forum for exchange of information as well as a first class instructional session.

Provincial Conservation Committee

The high cost of copying old, shrunken, brittle film and making videotapes so that the Film Collection is accessible to viewers was discussed by Patricia Kipping in her submission to the Task Force Study of Nova Scotia Film and Video Industry. The Provincial Conservation Committee granted \$2,000.00 for financial assistance with the costs of transferring the Margaret Perry Kodachrome Collection to three-quarter inch video cassette. (See page 12). Previously, the PCC provided funds for copying the glass negatives of our Notman Collection on archival quality paper. The provincial Archivist is a member of this committee, chaired by Mr. Allison Bishop, Director of Cultural Affairs. The committee arranged for the Anti-Confederation Banner donated by former Senator Richard and Mrs. Eileen Boyd Donahoe to be restored by the Canadian Conservation Institute.

Photographic Lab

A photo lab was installed in the basement of the new Archives building in 1980, but funds were not available for a photo technician or equipment. In the summer of 1984 the photo lab came into operation for a one-year trial period using rented equipment, a P.E.P. for a technician and a small additional grant to the budget of the Nova Scotia Archives. It is being continued twenty hours a week for the winter. The excellent results are described in the report of the Picture Archivist on page 26.

Akins Library

A federal NEED grant programme for five people to work for a year on the preservation of our rare books and newspapers was received for September 1983 to September 1984. They assessed the rare books and carried out minor repairs but, if an in-house paper conservator were available several days as well, the conservator could work closely with our book-binder on the Akins Library. If there was a paper conservator on staff, documents in other repositories in the Province could be cared for.

The Ad Hoc Committee for the Preservation and Access of Nova Scotian Newspapers

This group of Halifax area librarians and archivists, supported by others in the province, over a period of eighteen months have met to plan a means of preserving Nova Scotia's vast heritage of newspapers. They were successful in their application for a grant from the National Library of Canada. The general plan is for a librarian to be contracted to travel throughout Nova Scotia recording collections of newspapers held in libraries, archives, museums, universities, private homes and newspaper morgues. After the data is collected and consolidated, a directory or union list will be published by the Dalhousie University School of Library Service as part of their Occasional Papers Series. It is the hope of the committee and the National Library that shared responsibility within the province will result in a more complete collecting and indexing of newspapers and ultimately better service for the public. Three members of the Archives staff are active on the committee: Mary Margaret Whyte, chairperson, Wendy Duff and Allan Dunlop. The Nova Scotia Archives is providing office space and supplies for the librarian. Due to the delays because of the Federal Government spending freeze, we have only recently heard that the contract is ready to be signed.

Textile Artifacts

The Public Archives was granted a Provincial Employment Project for the summer of 1984 for the conservation and documentation of our textile artifacts. This was supervised by Darlene Brine. During the summer Clary Croft, a student in costume studies at Dalhousie University, cleaned textiles by either vacuuming or light washing with distilled water, then wrapped them in acid-free tissue paper, and finally put them into storage. Some documentation was done on certain artifacts, mostly dealing with design or fabric. Photographs were also taken of all textile-related artifacts

and a few detailed sketches made. A system of files and finding aids has been established, and all negatives and additional information organized in artifact numerical order. A small exhibition was prepared on "Costumes and their accessories" in the foyer from September to December. This project was productive and valuable.

STAFF CHANGES

Mrs. Marcia Aronson, who had been librarian since 1976, and who supervised the careful moving of the library to the new building, resigned in March 1984 because she has gone to reside in Ottawa. The acting librarian, *Ms. Wendy Duff*, was appointed to the position in July. On September 1st *Dr. Brian Cuthbertson* became Heritage Co-ordinator for the Department of Culture, Recreation and Fitness, and we regretfully accepted his resignation as head of the Public Records department. Dr. Cuthbertson had been employed at the Archives since 1974, and had edited the *Inventory of Manuscripts In the Public Archives of Nova Scotia* and *The Loyalist Guide*, and capably supervised the transportation of the public records from the old Archives building in 1980, and initiated the early arrangements with the Provincial Records Manager. *Ms. Sandra Haycock*, who has been junior Public Records Archivist, has been appointed head of the department.

TEMPORARY STAFFING

More has been accomplished at the Public Archives of Nova Scotia in the year 1984 than in any previous year. Although our permanent staff of 24 is four less than in 1981-82, we achieved this tremendous amount of sorting, cataloguing, preparing finding aids and conservation measures by utilizing temporary staff provided by provincial summer and winter works and federal grants. As you may see in Appendix Three, 37 have been employed at intervals in 1984 in valuable projects that the Archivists are too busy with other duties to undertake. Details of these projects appear in Appendices 4, 5, 6. If such programmes were to cease or be sharply reduced, the impact upon the operations of the Archives would be significant and detrimental to overall service.

Through the hiring of part-time students for evenings and weekends, and the temporary summer and winter employees, the processing of new donations and the organization of old collections goes forward. However, the result of this dependency on temporary staffing is that opportunities for long-range planning and a regular publishing programme have decreased as our dedicated staff struggles to maintain at an acceptable

level our daily service to an ever-increasing number of patrons. The Public Archives of Nova Scotia is open seven days a week and an average of 100 users visit the institution every day. The end of P.E.P. for the winter has already meant the closing of the newspaper service desk, and longer waits for service at the library desk. May I point out that the Provincial Archives of Alberta has a total staff of twenty-two to handle only 4,000 researchers and 3,200 written or telephone enquiries!

VOLUNTEERS

Three of the volunteers sorting the Shelburne Court Papers under the supervision of Ms. Wendy Thorpe have continued to work regularly once a week - Marjorie Bezanson, Sally King and Elinor Walker of Dartmouth. Mrs. Shirley McCormick of Middleton volunteered to index the vital statistics in the *Presbyterian Witness* newspaper under the general supervision of Ms. Whyte. Arrangements have been made with the Archivist at the Annapolis Valley Macdonald Museum to provide Mrs. McCormick with a work area and a locker for safekeeping of the newspapers borrowed from our collection. Eventually, we hope to publish this index.

COUNCIL OF NOVA SCOTIA ARCHIVES

The Council of Nova Scotia Archives continued to be a force for forming a network among the various archives in the Province. In Nova Scotia 18 full-time operations (archives, museums, historical and heritage societies and churches) have archival collections and seventeen seasonal operations have some manuscripts. Dr. Robert Morgan of the Beaton Institute is president of the Council and Mr. Allan Dunlop, Assistant Archivist, is secretary-treasurer. A *Newsletter* was produced with staff and financial support from the Nova Scotia Archives. A fall Conference was organized at the Colchester Historical Museum on Friday afternoon, October 26th, preceding the fall Conference of the Federation of Nova Scotian Heritage. Eighteen groups were represented by 33 individuals, including several from our staff. Among the topics discussed were "Computerizing a Nova Scotian Archives. The Beaton Institute Experience", "A Paper Conservation Programme", "The Nova Scotia Newspaper Inventory", and a "Microfilm Survey". It is hoped that the Council of Nova Scotia Archives and other regional Councils will obtain federal financial assistance through the Public Archives of Canada for computer networks and for the strengthening of the archival profession throughout Nova Scotia. A seminar on "Religious Archives" is planned for April 12-13th, at the Public Archives of Nova Scotia.

FERGUSSON TRUST FUND

The following purchases have been made from the interest earned from the C. Bruce Fergusson Trust Fund:

Sept. 22, 1983	- Prints Old and Rare	\$397.56
Oct. 2, 1983	- Insurance plan of the Town of Lunenburg purchased from Barry Edwards	\$100.00
Nov. 22, 1983	- Books purchased from Schooner Books	\$796.50
Oct. 22, 1984	- Photographic Prints Norman Wade Ltd.	\$1,700.00

DEPARTMENTAL REPORTS**PUBLIC RECORDS** (Sandra Haycock, Wendy Thorpe)

In 1984 the Public Records section of the Public Archives of Nova Scotia has cooperated with the Provincial Records Manager in attempting to establish a comprehensive records management system for all government departments and agencies. To this end the Archives has participated in the Documents Committee to identify records of historical value to insure that the final disposition of these important papers be permanent retention at the Public Archives of Nova Scotia. To date, four departments have had their records schedules completed including Management Board and the Department of Attorney General. It is anticipated that the Documents Committee's work will increase substantially in the next two years as more departments complete the ground work and their schedules come forward for appraisal and approval.

It is clear that the Archives and its patrons stand to benefit greatly from an effective records management scheme. The systematic acquisition of essential departmental files will ensure the preservation of the documentary history of this Province. At this time fifteen government departments and agencies transfer their papers to us on a regular basis.

The provision of two typists under the Provincial Summer and Winter Employment Programmes has facilitated the typing of a number of important finding aids, content reports and inventories. However, this can only be seen as a stop-gap arrangement. Clerical help is badly needed for

manuscripts and public records. At present there is no permanent position to type and file correspondence, to handle photo reproduction orders, prepare school records forms, and type index files and content reports.

Shelving is desperately needed in the basement and fourth floor storage areas. Approximately 2,000 linear feet of shelf space is necessary for housing major acquisitions of public records including municipal records, court records, school registers and the records of the provincial government. At this time several large collections are stacked box upon box making access nearly impossible and increasing the danger of damage to the documents.

The shortage of proper storage arrangements has again made it necessary to refuse large collections of court records until shelving is acquired and erected.

For Principal Accessions of Public Records and Finding Aids see pages 48-50, 51-52.

MANUSCRIPTS (Allan Dunlop, Wendy L. Thorpe)

In 1984, the manuscript department received a greater number of donations of manuscripts from individuals and associations than ever before. In part, this resulted from the Archives being empowered to issue tax receipts for gifts of cultural property, thus influencing the executors of some estates containing valuable business and genealogical material to donate them. Of special interest in terms of historical value and significance are the acquisitions of the papers of Rear Admiral Hugh Francis Pullen, the Ernest Buckler Collection, Maritime Missionaries to Korea records, and letters written by Sir Wilfrid Laurier (Sinclair Collection).

Pullen Collection

A highlight in 1984 for the Archives was the acquisition of the papers of Rear Admiral Hugh Francis Pullen. Having combined a distinguished naval career with an outstanding record of community service, Admiral Pullen served in the Royal Canadian Navy from 1924 to 1961, and received the Order of the British Empire in 1944 for his part in the D-Day invasion. The author of several books on schooners and ships, he also held several executive positions in numerous diverse organizations, such as World Relief and United Appeal. The Pullen Collection of documents consists of 9.5 meters of correspondence, notes, manuscripts, essays, imprints, books,

periodicals and photo reproductions of various manuscripts in the Public Record Office in London. These touch on all aspects of Admiral Pullen's interests and contain valuable material about naval, military, and maritime history, several community organizations and the Pullen family. To facilitate access to this collection, the Archives staff have prepared a finding aid of 42 pages.

Ernest Buckler Papers

Early in 1984, the Public Archives received the papers of the late Ernest Buckler, one of Canada's finest novelists and short story writers. Born at West Dalhousie, N.S., Buckler was the clever son of an Annapolis Valley farmer, receiving a B.A. with distinction in Mathematics from Dalhousie University in 1929 and an M.A. in philosophy from the University of Toronto in 1930. His best-known work as an author was the first novel that he wrote: *The Mountain and the Valley*, which received much critical acclaim in North America. He was also the recipient of three Canada Council grants, several literary prizes and medals, three honorary degrees, and the Order of Canada in 1974. His papers consist of several meters of correspondence, diaries, unpublished and published manuscripts, notes, reviews, audiotapes and clippings, 1920 to 1980. A finding aid is available for the collection.

Maritime Missionaries to Korea Collection

Another major acquisition in 1984 was the Maritime Missionaries to Korea Collection, donated by Mrs. Helen MacRae Parker Lee, the daughter of missionaries. The collection contains the papers of three pioneer missionary families, and other individuals, and offers a nearly complete account of the work done in North Korea by these men and women from 1898 to the 1950's. This work is illustrated in the collection by letters and photographs, and is expanded through books, periodicals, and reports. As well, the collection includes correspondence from those at home, giving minute details of life in Nova Scotia during this period. In 1972, Mrs. Lee undertook an oral history project on Canadian-Korean relations through the missions, and these taped interviews are in the collection. The Maritime Missionaries collection is open to the public for research purposes, although Mrs. Lee retains publication rights until January 1, 1986, at which time there will be no restriction. To facilitate access to the large, 16-meter collection, a highly detailed finding aid has been prepared.

Sinclair Collection

An important acquisition of the Public Archives for its manuscript group of political papers (MG 2) was a collection of letters written by Sir Wilfrid Laurier. These were donated by Mr. J.H. Sinclair, and include 47 letters written by Laurier to his close personal and political friends, Caroline Carmichael and J.H. Sinclair. Caroline Carmichael was the daughter of James William Carmichael, M.P., a Senator from Pictou. She was a zealous and active Liberal supporter in her own right. John H. Sinclair, J.W. Carmichael's son-in-law, was Mayor of New Glasgow, represented Guysborough in the Nova Scotia Assembly and later became a Member of Parliament. The letters date from July 1883 to January 1919, and combine personal family news with news and views of a political nature. There are several letters in the collection from Lady Laurier and one letter from Mackenzie King. A content report has been prepared for the collection.

For Principal Accessions of Manuscripts and Finding Aids see pages 43-46, 50-51.

GENEALOGY (Julie Morris)

Julie Morris applied for three winter works projects which began on January 23rd and lasted twelve weeks. She supervised two projects: a index to Vital Statistics for the MacDonald Clan in Cape Breton, and an index to the 1838 Census of Nova Scotia. These indexes will provide research tools for researchers at the Archives. She co-supervised the Manuscript Inventory with Allan Dunlop. This was an inventory of the MG 100 and MG 1 collections where two workers examined documents in each volume for details about their condition, arrangement and whether there was a finding aid available. The amount of correspondence has been smaller because the year before the Loyalist Bicentenary and the International Gathering of the Clans brought many enquiries and visitors. In June many tourists combined the Parade of Sail of the Tall Ships with research at the Nova Scotia Archives.

In January 1984 the *Genealogical Association of Nova Scotia* organized a mini-lecture series for genealogists in the Akins Room. This series was so successful that a Fall/Winter programme has been planned. The genealogical archivist has arranged for the lectures to be taped and deposited with the Film and Sound Department at the Public Archives of Nova Scotia. The Association published two books, *Nova Scotia Vital Statistics from Newspapers 1835-1839* and the second edition of a *Catalogue of Published Genealogies*.

On the 28th of October, Julie Morris attended a meeting of the *Genealogical Institute of the Maritimes* at the Cumberland County Museum in Amherst. For its first year in operation, the Institute has had a good response and will prove to be helpful to historical societies and archives by promoting good ethics and standards in researchers. Lois Kernaghan (former archivist at the Public Archives) became the first certified genealogist examined by a Canadian agency.

LIBRARY (Wendy Duff)

The past year has been extremely productive being highlighted by the completion of many projects and an 81 per cent increase in acquisitions. This increase in acquisitions is the result of being placed on the mailing list of more government departments and having received several large donations, notably the Buckler Collection and a collection from the Atlantic Institute of Education.

Many projects were completed last year with manpower provided by various provincial and federal grants. This year's Winter Provincial Employment Project provided us with a person to list approximately 400 boxes of government reports the library had been holding in storage. The non-Nova Scotian items were offered to other libraries and archives in Canada which responded by taking the majority of the material to fill out their collections. The Provincial Summer Employment Project provided staff to check and update library references in the card catalogue. This programme also provided personnel to compile a bibliography of reports tabled at the House of Assembly. The project was jointly supervised by the Librarian and the Public Records Archivist.

A Federal Job Creation Project (Section 38) supplied funds to hire two people who completed shelf-readings of the main library and the Akins' collection over a one-year period. All items were placed in acid-free envelopes and boxes. The cataloguing of the Akins library was checked and extra subject headings were added where necessary.

Acquisitions

	1984	1983
Monographs	2209	623
Periodicals	1936	1253
Vertical files	575	456
Annuals	811	441
Microfilms	19	47
Microfiches	67	146
Town Council Minutes	250	254
TOTAL	5867	3220
Items catalogued	1685	1657
Volumes bound	286	229

NEWSPAPERS (Mary Margaret Whyte)

The newspaper department operated this year leaning heavily on various project grants. These grants provided auxiliary staff for the department and funded necessary work. The newspaper librarian continued to do her regular work of indexing weekly newspapers, serving the public and arranging for the microfilming of the newspapers. In addition the responsibility of supervising three and a half positions was taken on. The part-time staff continued to assist with the typing, indexing vital statistics from the daily newspapers, kardexing and filing of catalogue cards. The part-time staff dedicated itself to the kardexing, and now the retrospective microfilm kardexing is complete. Backlogs in all other areas exist, however. The kardexing of currently received newspapers and all microfilms continues.

Microfilming of newspapers was very successful this year with a variety of projects receiving attention. Particularly important was the filming of the *Sydney Record*, and the miscellaneous newspaper collection. Another important project was the joint effort by the Colchester-East Hants Regional Library and the archives to have the *Truro Weekly Record* microfilmed. Many other papers were also filmed and made available to the public. It was very gratifying to have other institutions cooperate in microfilming ventures. Many sales and trades were made. Without the services of Mrs. Lorraine Hobbs it would not have been possible to have had any of this microfilming accomplished.

The newspaper department's participation in the second floor Job

Creation project meant the rearrangement and organization of the newspaper originals. They are now stored on the second floor in the newspaper vault with the overflow in the vault on the fourth floor. In addition, the job creation people listed the contents of each vault and made a finding aid. They also assisted with the indexing, typing, and serving the public.

Due to the good fortune of the department in obtaining people through the Provincial Employment Program, two important tasks were addressed. During the Winter program the Newspapers shared an extra typist with Public Records. This person was an excellent typist and typed over a year's obituaries, a significant reduction of the backlog. The second project was the indexing of pre-1900 Cape Breton newspapers held by the Archives. Due to the extended summer project the indexing for an important finding aid was accomplished. Unfortunately funding did not extend to a typist; the project will have to be typed to be of any use, but when it is it will be invaluable to researchers due to the thoroughness of the work.

Typed lists of miscellaneous newspaper microfilm reels are available in binders for easier location. The major equipment acquisition for the newspaper department was the leasing of a coin-operated microfilm reader-printer intended for the public to do its own printouts and give better service. The newspaper department is put to heavy use especially during the summer months when many agencies hire students to do research and more genealogists visit us. The department is in need of additional microfilm readers and staff to meet the demands of those times.

Statistics

	1984		1983	
	NEW	TOTAL	NEW	TOTAL
Newspapers received*				
Weeklies		31	3	31
Dailies		7		7
Bi-monthlies	1	6		5
Monthlies		8		8
Microfilm received				
1. Purchases and exchanges		107		107
2. Microfilmed in-house		90		38
3. Total microfilm received between November 25, 1983 - November 25, 1984		197		145

*We do not receive all papers in original form. Some papers are purchased at the end of the year on microfilm; others come in throughout the year on microfilm. These newspapers are now indexed; and the microfilms are included in Purchases and Exchanges.

MICROFILMS (Philip L. Hartling)

The increase in the use of microfilm in all departments by 10,000, from 35,907 to 45,594, has been caused by large amounts of valuable manuscripts and fragile newspapers which have now been preserved on film and are used instead of the originals. This, however, created a demand for more microfilm readers, as the newspaper librarian has pointed out. (See page 22).

During the year, Mr. Brenton Haliburton filmed 76 rolls of microfilms which consisted primarily of manuscript collections. Mrs. Lorraine Hobbs filmed 248 rolls of newspapers and manuscripts. Mrs. Linda Cookson filmed 104 rolls, and Ms. Catherine Simpson filmed 24 rolls. Mrs. Cookson, who was initially hired through the Unemployment Insurance's Job Creation Programme, later worked on the Provincial Summer Employment Programme. She microfilmed Executive Council material (RG 3) and other archival collections. Ms. Simpson filmed pension claims of the Halifax Relief Commission and various city and town councils' minutes. A slightly larger provincial government operating grant made it possible to microfilm and process some of the backlog of old newspapers and manuscripts.

The larger collections during 1984 included Executive Council material (fifty-eight rolls), the Reverend Jacob Bailey's Papers (thirteen rolls), General Sessions of the Peace material for Shelburne County (ten rolls), Halifax City Council minutes (1965-1983) (nine rolls), Kings County Council minutes (five rolls), Digby District Municipal records (five rolls), Annapolis County Municipal records (four rolls), Ethnic Groups (MG 15, Volumes 1-20) (four rolls), St. John the Baptist Anglican Church records, North Sydney (three rolls), and Arthur Hambleton's Papers (three rolls).

The Archives received eight rolls of microfilms from the Public Archives of Canada through the Diffusion Programme. They consisted of Loyalist Papers (seven rolls) and Harry King's papers (one roll). Six rolls of the Glasgow Colonial Society's Papers were purchased from the United Church Archives in Toronto, five rolls of Israel Longworth's Papers from Mount Allison University, and three rolls of A.S. Hamond's Papers from the University of Virginia. The Old Kings Court House Heritage Museum, Kentville, exchanged three rolls of its collection for three rolls in the Archives holdings. The Genealogical Society of Utah completed its filming of genealogical sources at the Archives and most of the microfilms have been catalogued.

A microfilm camera and a Recordak microfilm reader were obtained through the assistance of Mr. E.C. Swinemer, Inspection Officer, Inventory Control, Department of Government Services.

Microfilms of manuscripts catalogued during the year ending 31 December 1984:

	Positives		Negatives	
	1984	1983	1984	1983
Churches	15	25	15	25
Miscellaneous	5	9	5	9
Places	48	15	48	15
Biography	31	7	31	7
Manuscript and Record Groups	40	50	40	50
Microfilms received from other sources	177	309	40	33
TOTAL	316	415	179	139

Correspondence and Inter-library Loans

During the past year, Philip Hartling answered 158 letters dealing mainly

with the Archives' microfilm collection or genealogical enquiries. He also handled 68 requests for material through the Inter-library Loans Programme.

MAPS AND PLANS (Garry Shutlak)

Before beginning my Annual Report, I should like to point out that it is impossible for this department to build and catalogue its collection and adequately maintain it without a corresponding increase in staff. We desperately need a full-time cataloguer and more horizontal map storage. This will be the fifth year that I have asked for capital expenditures and I hope the Board will give serious consideration to the request, even in these difficult times of financial restraint.

From January 22nd to April 14th, 1984, Mr. Wayde Brown and Ms. Amy Pfeiffer, hired on a Provincial Winter Works Programme, recatalogued, flattened, cleaned and re-sorted some 1,900 projects, 21,000 drawings of L.R. Fairn and Associates covering the period 1899-1979. All drawings were given a Call Number and retrieval of the collection now takes minutes rather than hours. We are now working out the terms of agreement for acquiring the copyright of the collection to go along with our custodianship.

From May 18th to September 8th, 1984, Mr. John Coffey, hired on a Summer Employment Programme grant, checked 3760 map references and produced 1998 new map cards for the Map Card Catalogue. Mr. Coffey had to find each map to ascertain that the information on the card was correct. Unfortunately, only about a third of the catalogue was checked. We hope to get another Winter or Summer Works programme to complete the project, if permanent staff is not available.

Talks and Papers

During the year the Map/Architecture Archivist gave 31 tours of the Department to some 563 persons. These tours are to show researchers how to use our catalogues specifically and, in the case of the students from the Technical University of Nova Scotia, how to use the Archives in general. During the year I also gave a talk on the *S.S. Titanic* and her last voyage to students from the Duc D'Anville School, Halifax.

For major acquisitions see pages 46-47.

Public Service Statistics

	1984	1983
Maps Day	4622	3680
Maps Evening	1729	66
Architectural Plans Day*	414	1304
Architectural Plans Evening	261	379
Telephone	568	505
Correspondence	149	119
Tours**	31	

*The figures for architectural plans for 1984 are down because our new secretary was counting only the number of architectural projects and not the number of sheets looked at in each.

**There were approximately 563 persons on these tours given of the Map/Architecture Division.

For more details of statistics see pages 40-41.

PHOTOGRAPHS AND PICTURES (Margaret Campbell)**In-house Photo Lab**

Since the lab went into operation this May with rented equipment, the photographer, Anne Masterson, has copied about 400 negatives and photographs borrowed from individuals and organizations and has printed about 1200 negatives from the E.A. Bollinger Collection. She also filled 75 public orders for photographic reproductions, two-thirds of them during the 18-week Summer Works Programme when the lab was operating five days a week. As the photographer works only two and one-half days a week the rest of the year, she has difficulty processing all the photos borrowed for copying. There is now a backlog of 300 borrowed negatives and prints. This does not allow for conservation copying of fragile and deteriorating images already in the collection. The Photograph Archivist spent about 20 per cent of her time in the past year in work related to the photo lab. This involved drawing up a detailed proposal, arranging for additional equipment, borrowing and organizing collections for copying and ensuring quality control. The Photograph Archivist has found very useful the experience gained in evening courses in black and white photography and darkroom techniques at the Nova Scotia College of Art and Design.

Principal collections copied in the PANS Photo Lab follow:

Gilbert Cove Historical Society

Thirty photos of shipbuilding and other scenes of Gilbert Cove, c.1918-1955. The Archives supplied the Society with copies to be displayed in the recently refurbished Gilbert Cove Lighthouse.

Stehelin family

Sixty photos of the Stehelin family of St. Charles pres Gisors (Oise), France, who founded New France, Digby County, and scenes and activities at New France including the family lumber mill, c.1860-1925. Many of the photos were published in Paul Stehelin's *The Electric City* (Lancelot Press, 1983).

A.E. Cornwall

Seventy glass negatives c.1890-1900 by professional photographer A.E. Cornwall of Hantsport. A further 100 photos by Cornwall have recently been borrowed for copying.

Dr. Helen Creighton

Sixty negatives by Helen Creighton of the Nova Scotia Red Cross Health Caravan, July-August 1929.

Roy Gilkie

Sixty negatives by amateur photographer Roy Gilkie of his small boatyard at Melville Cove, Melville Island, and the fire which destroyed the 1808 wooden prison there in 1935, and ships in Halifax Harbour, c.1930-1955.

COLLECTIONS MANAGEMENT AND CATALOGUING

About 1700 photographs were catalogued by Provincial Employment Programme employees. The major P.E.P. project was the printing and cataloguing of the E.A. Bollinger negative collection, The Camera Shop, Halifax, 1941-59. Two employees (Janice Skeldon and Owen McInerney, replaced by Brenda Potter and James Moreira during the extension of the programme) worked for seven months to place 20,000 negatives in archival negative holders, select 10 per cent for printing and catalogue 1200 negatives printed in our photo lab. The latter two employees typed index sheets for about 700 of the photos and placed in our catalogue about 3500

The Photograph Department was fortunate to have the help of the late Mrs. Margaret Archibald who volunteered one afternoon a week from September 1983 to May 1984. She sorted, enveloped and listed over 3000 proof prints from the Notman studio, nearly half the collection. Mrs. Archibald planned to return this autumn to complete the project but died unexpectedly. Her efficient work and cheerful presence will be greatly missed.

Owing to the extra demands which the photo lab and related work have placed upon the Photograph Archivist's time, collections management has been reduced to accessioning and boxing the collections received each year. Many items are left in their original poor quality envelopes because there is no time to place them in archival envelopes. They remain unidentified, uncatalogued and therefore unavailable to the public. Cataloguing is now totally dependent upon the Provincial Employment Programme. This means time-consuming training of each new employee and inconsistency in cataloguing. Moreover, the employment programme could be cancelled at any time. The minimum requirement to ensure a reasonable degree of collections management and consistent, ongoing cataloguing would be a shared cataloguer for the photo and map departments. There would then be two employees in each department, one archivist, one shared cataloguer and one shared clerk-typist. No other divisions in the Archives have fewer than two staff. Due to the staff shortage on the fifth floor the Photo Archivist finds it necessary to contribute a number of hours of unpaid overtime to maintain a minimum level of collections management.

Acquisitions

	1984	1983
Photographs (black and white)	10,000	5,000
(colour)	200	----
Tintypes	4	28
Colour slides	20,000	----
Postcards	60	1,800
Oil paintings	1	----
Original sketches and sketchbooks	25	----
Watercolours	1	5

For Principal Accessions of Photographs and Pictures see pages 47-48.

FILM AND SOUND (Patricia Kipping, Archivist
JoAnn K. Watson, Assistant to the Archivist)

FILM ARCHIVIST'S COMMENTS

1984 was a very exciting year for the Film and Sound Department with the initiation of two landmark projects - the Filmography of Nova Scotia and the Motion Picture Heritage Fund of Nova Scotia. The public profile of the department in the effort to preserve Nova Scotia motion picture heritage has never been higher.

It should be noted that our use statistics have doubled in the past year while acquisitions have declined. In a department that is constantly expanding and developing its sphere of activities and users, it must be expected that without a corresponding increase in staff and resources, some areas must be neglected as others thrive.

Motion Picture Heritage Fund of Nova Scotia (MPHFNS)

The archivist has been instrumental in the founding, organization and ongoing activities of this fund-raising committee. The formation of the committee was a direct response by the local filmmaking community to the need expressed by the archivist in her presentation to the Nova Scotia Task Force on the Film and Video Industry for funds to acquire and preserve historic and contemporary Nova Scotia productions.

The committee is composed of representatives of all sectors of the local production, exhibition and distribution sectors of the community with the archivist appointed as secretary-treasurer. In the eight months since its first meeting, the committee has prepared promotional material, hosted the very successful Halifax Premiere of *The Bay Boy* and begun a vigorous campaign of government and corporate fund-raising. The objective is to raise a capital fund of \$100,000.00, the annual interest from which will be used to purchase local productions for long-term preservation. To date, the committee has raised \$6,000.00 from *The Bay Boy* event; \$7,000.00 worth of goods and services were donated by local business and government to launch the campaign.

MPHFNS is a unique collaborative effort of the Archives and the production community. The Film Archivist has spent much of her time preparing promotional and background material for committee members, organizing meetings, press interviews and promotional events, notably *The*

Bay Boy, and ensuring that the committee members are fully availed of any resources they require from PANS staff.

The development, activities and ultimate success of MPHFNs have become a priority of the Film and Sound Department until the funds have been raised and begin to generate funds for our acquisition programme sometime in early 1986.

Filmography of Nova Scotia

The department has successfully applied for and received a total of \$20,000.00 of special funds from the National Film, Television and Sound Archives of the Public Archives of Canada to research film production activity in the province from 1899-1973, and an additional \$10,000.00 from the Nova Scotia Department of Culture, Recreation and Fitness to publish the results, through the interest of the Minister, the Hon. Billy Joe MacLean.

A researcher has been contracted to conduct the project under the supervision of the archivist. Findings to date include a total of 650 titles with varying degrees of information about each production yet to be uncovered. Interviews with many individuals involved in early production activity have been recorded and will be of considerable use in both the research and subsequent publication.

The Filmography of Nova Scotia is an essential tool for this department to develop an effective acquisition strategy. It will also provide useful information for the academic and production communities as they endeavour to study this long-neglected area of our cultural heritage.

Nova Scotia Government Services Film Unit Collection

A grant of \$2,000.00 was received from the Provincial Conservation Committee to begin preservation of this collection of Margaret Perry. To date, detailed content and condition reports have been prepared on each item and investigation into proper technical facilities conducted.

Through the co-operation of the National Film Board Atlantic Region, video cassette copies have been made of 36 of the completed films and 16 mm. duplicate negatives and prints have been made of approximately 4000 feet (10 reels) of the Halifax wartime original colour Kodachrome.

Statistics

	1984	1983
Researchers	105	206
Requests received and filled	388	177
Requests unable to fill	6	29
Copies of A/V materials made for public	20	7
Equipment supplied for A/V room events	59*	39*

*Number of Events

Acquisitions

	1984	1983
Total number of accessions	57	---
Discs	18	533
Audiotapes	495	828
Videotapes	143	203
Film	208	300
Printed Documents	246	137

For Principal Accessions of Film/Sound and Finding Aids see pages 42-43, 50.

SCHOOL RECORDS (Barry Cahill)

In 1984 approximately 385 school record inquiries were received and answered. A large number of school registers were deposited in the Public Archives, in response to the Memorandum circulated among the School Boards in March and October.

AKINS ROOM

A number of historical, heritage, architectural and health groups continue to meet regularly in the Akins Room while others come for seminars or for special occasions such as the 70th Anniversary of the Red Cross of Nova Scotia in January. Public Hearings of the Royal Nova Scotia Film Industry were held there and the premiere of the film *Eagles of Bras d'Or* by the Department of Lands and Forests. Mr. Allan Dunlop hosted a small reception on May 5th when Sir Jamie Stormonth Darling and his wife, Lady Mary, visited Halifax on a cross-country tour for the National Trust for Scotland.

As part of the celebrations for the Tall Ships, on July 12th, the Public

Archives of Nova Scotia sponsored a programme of "Folksongs and Folklore of the Tall Ships" by Clary Croft with folklorist Dr. Helen Creighton and Captain Claude Darrah, former crew member of the *Bluenose I*, in attendance. At a special meeting of the Royal Nova Scotia Historical Society on October 12th, Dr. Brian Molyneaux, of the Department of New World Archaeology of the Royal Ontario Museum, gave an illustrated lecture on "George Creed and the Kejimikujik Petroglyphs". The Genealogical Association of Nova Scotia has sponsored monthly lectures and a Computer Workshop. Sixty-five school and university tours were given and 22 other tours, and 67 societies and groups used the Akins Room for meetings and lectures.

AKINS ROOM KITCHEN CAMPAIGN

Budget restraints made it impossible to equip the kitchen adjoining the Akins Room when the building was opened, yet most groups wished to serve refreshments. Terri Hayward and Mary Ellen Wright volunteered to be a committee to ask those using the Akins Room for donations. The following societies donated money or articles: Antiquarian Club, Atlantic Woodworkers, Canadian Public Personnel Association, Genealogical Association of Nova Scotia, Halifax Field Naturalists, Media Watch, The Monarchist League, Royal Nova Scotia Historical Society, UNICEF, and the United Empire Loyalists' Association, Halifax-Dartmouth Branch. The funds raised by the Kitchen Campaign were used to buy a 101-cup coffee urn. A secondhand electric stove was supplied from the surplus inventory by the Government Services of Nova Scotia, through the kindness of Mr. E.C. Swinemer, Inspection Officer, Inventory Control.

EXHIBITIONS

Displays arranged by Darlene Brine in the foyer and on the manuscript floor were: the 70th Anniversary of the Red Cross in Nova Scotia, Henry Alline, Recreation, Artists, and St. Mary's Basilica and the Papal Visit of Pope John Paul II. Ms. Brine selected silver pieces from the Archives for "The Nova Scotia Silver Collection" in the foyer. Mr. James Paul, a volunteer, prepared an exhibit in the Chase Room on "Canadian Coinage" which is still on display. Both exhibits were opened by Mrs. C.B. Fergusson on April 16th at a reception sponsored by Mr. C.H. Pelley, the president, and members of the Halifax Coin Club.

The Photo Archivist, Margaret Campbell, was responsible, with the help of summer employees, for installing the travelling exhibition from the Manitoba Museum of Man and Nature, "Concerning Work: Change

in the Work Process in Canada, 1850-2000". The display, which arrived in 103 wooden cases weighing six tonnes, featured artifacts of the workplace, from a cabinetmaker's tools to a computer memory core, screens with photos and graphics and three sound/slide shows which were unfortunately prone to break down. The exhibit, which was opened by J.K. Bell, secretary-treasurer of the Nova Scotia Federation of Labour, was viewed by about 650 people from June 27 to August 26. A P.E.P. employee, Clary Croft, arranged the publicity for the exhibit.

Ms. Campbell also arranged "*The Photography of Watson L. Bishop*", consisting of 72 prints from glass negatives of Dartmouth, Herring Cove and other scenes of Nova Scotia, 1897-1902. The Halifax Herald Ltd. published a photo essay in *The Novascotian* featuring the display, and *Dartmouth This Week* also printed some of the photos. As the display is in the front lobby it has been viewed by a sizeable portion of the visitors to the Public Archives of Nova Scotia and a number have ordered copies of the scenes of Dartmouth and Herring Cove. The notes accompanying the exhibit are to be published as an illustrated article in *The Occasional*, the Nova Scotia Museum newsletter.

An exhibition of Costume Accessories from the Archives artifacts collection was on display in the foyer during the autumn. It was arranged by Clary Croft, as a result of a provincial employment project undertaken on a programme of basic costume care and conservation.

MISCELLANEOUS

The Provincial Archivist and the Public Records Archivist presented a brief on April 12th to the *Royal Commission on Post-Secondary Education* drawing attention to the essential and special support service the Public Archives of Nova Scotia provides to our universities, which constitute 35 per cent of our users. Computerization and greater conservation and utilization of "image archives" (photographs, maps, architectural plans, film, television and radio tapes) require long-range planning and larger budgets.

The Directory of the Members of the Legislative Assembly of Nova Scotia, 1758-1958, published by the Public Archives 25 years ago and long out of print, has been edited and revised by Miss Shirley B. Elliott for the Speaker of the Nova Scotia Legislature, the Hon. Arthur R. Donahoe, Q.C., under the title *THE LEGISLATIVE ASSEMBLY OF NOVA SCOTIA 1758-1983: a biographical directory*. Both the Provincial Archivist

and the Assistant Archivist were invited to the reception for its launching in the Red Chamber of Province House on December 18th.

We wish to thank Mr. M.T. Zareski, Deputy Minister of Government Services, and Mr. B.T. Burke and Mr. T.M. Keddy of the Maintenance and Operations Service; Mr. K.J. Haycock, Manager of Inventory Control for surplus equipment; and Maritime Medical Care Incorporated for their donation of microfiche readers.

MORE SHELVING

The need for more shelving has reached a crisis, as has been pointed out in the reports of the Public Records Archivist and the Map Archivist (see pages 17 & 25). There is still no money in the budget for shelving although boxes which would occupy 2,500 linear feet of shelf space are stacked on the floor. This is the equivalent of the shelving in one of the manuscript vaults.

PAPERS, PUBLICATIONS AND ACTIVITIES

The Provincial Archivist, *Dr. Phyllis Blakeley*, continues as a Vice-President of the Royal Nova Scotia Historical Society, as a member of the Board of Governors of the Nova Scotia Museum, and honorary Dominion Vice-President of the United Empire Loyalists Association of Canada and a member of the joint committee on Medical Archives. She gave a talk on "Sir Brenton Halliburton, Chief Justice of Nova Scotia, 1833-1860" to the Halifax-Dartmouth Branch of the U.E.L. in June, to the East Hants Historical Society at Milford Station in July, and to the Monarchist League of Canada in October. Dr. Blakeley contributed an article on "Enos Collins" to *The New Canadian Encyclopaedia* and wrote an introduction to "Halifax's Other Hill: Fort Needham from Earliest Times" by Dr. Paul Erickson and published as an Occasional Paper in Anthropology by St. Mary's University.

In May, Dr. Blakeley attended annual meetings of the Association of Canadian Archivists at the University of Toronto, and of the Dominion, Provincial and Territorial Archivists at the Ontario Archives. She was featured in *The Novascotian* of April 28, 1984, as "Builder of our Past" in an article about the Public Archives of Nova Scotia.

Darlene Brine attended several seminars organized by the Federation of Nova Scotian Heritage on "The Care of Collections" devoted to Historic Dress, Furniture, and Exhibits; a one-day seminar on conservation

by the Canadian Conservation Institute at the Nova Scotia Museum; and the meeting of the Council of Nova Scotia Archives in Truro. She is a member of the Costume Society of Nova Scotia and the Atlantic Regional Group of the International Institute for Conservation.

J. Barry Cahill represented the Archives at the spring meeting of the Federation of Nova Scotian Heritage in June and in September was appointed assistant managing editor of the *Nova Scotia Historical Review* which published two issues in 1984.

In May, the photo archivist, *Margaret Campbell*, was at a symposium on Canada's photographic heritage organized by the Photographic Historical Society of Canada at York University. She also attended the annual conference of the Association of Canadian Archivists at the University of Toronto.

Dr. Brian Cuthbertson continues as Managing Editor of the *Nova Scotia Historical Review* and served on the publications committee of the Association of Canadian Archivists. In this capacity he attended the A.C.A. Conference in Toronto in May. He has been appointed to the National Archival Appraisal Board and is active on the committee to organize the bicentenary of the consecration of Bishop Charles Inglis.

The Librarian, *Wendy Duff*, is now serving as chairperson of the Nova Scotia Government Library Council and convenor of the Atlantic Provinces Library Association Conservation committee. She contributed to the programme of a workshop on "Disaster Manual" by the Halifax Library Association and on "Conservation" by the Nova Scotia Library Association. Meetings attended include annual conference of Atlantic Provinces Library Association and Canadian Library Association, APLA committee on Conservation of Library Materials, Metro Collection Committee, Nova Scotia Government Library Council and the Ad hoc Newspaper Committee.

The Assistant Archivist, *Allan Dunlop*, lectured on "George Patterson, A Pictou Historian" at the March meeting of the Royal Nova Scotia Historical Society and on "George Patterson - The Salem Years, 1849-1876" to the Pictou County Genealogical Society in November. He spoke at the Heritage Day Awards at Truro and in July gave three talks and tours of the Public Archives of Nova Scotia for the Elderhostel Programme. He attended the conference on "Roman Catholicism in

Anglophone Canada'' at St. Mary's University, the meetings of the Dominion, Provincial and Territorial Archivists at the Public Archives of Canada in October, and the fall conference in Truro of the Council of Nova Scotia Archives of which he is secretary-treasurer, and he edited their first *Newsletter*.

Mr. Dunlop is the papers chairman for the Royal Nova Scotia Historical Society, and a member of the Archives Committee of the Maritime Conference of the United Church of Canada, for which he acted as co-ordinator of a provincial summer internship which began a major inventory of the holdings of the Pine Hill Archives. He is a member of the Ad hoc Committee for the Preservation and Access of Nova Scotian newspapers.

In June, *Philip Hartling's* 32-page *A Testimony to Active Devotion: A brief history of St. Luke's Anglican Church, Dartmouth*, was printed. Six months later, his article "The Reverend Robert Jamison: A Humble Ambassador of My Divine Master" appeared in the *Nova Scotia Historical Review*. He also contributed two sections to the forthcoming Heritage Trust of Nova Scotia's publication on researching the history of an old house. During the year, Mr. Hartling continued to serve as a board member for Heritage Trust and as a member of the Anglican Diocesan Archives Committee. In October, he represented the Public Archives at the Federation of Nova Scotian Heritage's autumn conference held at Truro which concentrated on "Marketing Strategies and Promotion for Heritage Awareness."

Sandra Haycock presented a paper entitled *A Soul an Hour - Some Nova Scotia Missionaries 1846-1950*, to the Federation of Nova Scotian Heritage Conference on "Care of Collections - Foreign Ethnographic" at Halifax in April. She attended the founding conference of the Society for the Study of Ethnicity in Nova Scotia at Antigonish on June 28-30th and the Federation of Nova Scotian Heritage annual fall conference in Truro in October. Ms. Haycock published a review of *The Micmac: How Their Ancestors Lived Five Hundred Years Ago* by Ruth Holmes Whitehead and Harold McGee in the *Nova Scotia Historical Review* Vol. 3, No. 2, 1983, and she continues as archives liaison with the Medical Archives Committee.

Mrs. Terri Hayward, Secretary to the Provincial Archivist, acted as chairperson of our United Way campaign. She looked after the bookings for school tours and for the Akins Room. She also spearheaded the

successful campaign to raise funds to equip the kitchen.

Patricia Kipping, Film/Sound Archivist, served on the 1984 national executive of ASCRT (Association for the Study of Canadian Radio and Television) and continued to serve as chairperson of the Atlantic Branch. She attended meetings in Toronto and Halifax. The annual conference was held in Winnipeg. Ms. Kipping organized a panel for that conference entitled "Off-air Recording of T.V. News" and presented a paper in the context of that panel. In July the Film/Sound Archivist attended a week-long workshop in Ottawa on the "Conservation of Moving Images and Recorded Sound" at the Technical Services of the National Film, Television and Sound Archives of the Public Archives of Canada. Ms. Kipping made a written submission to the Nova Scotia Task Force on the Film and Video Industry and appeared before their public hearings. Action has been taken on two of her recommendations: the Province has granted \$10,000.00 toward the publication of the Filmography of Nova Scotia, and the production community responded immediately by forming the Motion Picture Heritage Fund of Nova Scotia.

From July 29 to August 3, *Julie Morris*, the Genealogical Archivist, went to Charlottetown to attend the Atlantic Canada Institute for a seminar about "Celtic Migration: to the Atlantic Provinces." The speakers not only presented a picture of the (Irish, Scots, Welsh) Celt's historical and geographical movements, but also their religious, social and cultural traditions which have greatly influenced this area. In September, Saint Mary's University hosted a seminar on the Roman Catholic Church in Atlantic Canada. The Genealogical Archivist attended the sessions about Halifax and Antigonish. In October she visited the Angus L. Macdonald Library at St. Francis Xavier University in Antigonish to become acquainted with the types of sources available and interviewed the librarian about genealogical sources, such as church records. Later in October she visited the Colchester County Historical Society and Museum in Truro on two occasions; first, to exchange information at a meeting of the Hants, Colchester, North Cumberland and Pictou counties' genealogical committees. The second, to attend the Council of Nova Scotia Archives to report on the Genealogical Association and the Genealogical Institute of the Maritimes. In 1984, Ms. Morris has been the managing editor for the *Nova Scotia Genealogist*, which the Genealogical Association of Nova Scotia publishes three times a year. She also wrote a book review for the Council of Nova Scotia Archives *Newsletter* on "Atlantic Libraries and Archives: a directory of special collections", which has been published by the Atlantic Provinces Library Association.

The Map/Architecture Archivist, *Garry Shutlak*, was invited to the seminar on "Legal Issues Affecting Contemporary Architectural Records" at the Canadian Centre for Architecture in Montreal on November 5-6. He continues as a board member of the Society for the Study of Architecture in Canada and attended their annual meetings in June at the University of Guelph, and a board meeting in Ottawa on November 3rd. In October Mr. Shutlak represented the Public Archives at a "Symposium on Photography and Architecture" at the National Gallery of Canada, and did research in the Map, Photograph and Manuscript divisions of the Public Archives of Canada. He went to the annual meetings of the Nova Scotia Association of Architects and the Council of Nova Scotia Archives.

Wendy L. Thorpe, Public Records Archivist, represented the Public Archives at sessions of the 79th Annual Conference of the Union of Nova Scotia Municipalities held from September 19-22 at the Hotel Nova Scotian in Halifax. She is also the author of an article on the use of municipal records in researching the history of older buildings, to be published in a forthcoming book by the Heritage Trust of Nova Scotia.

JoAnn K. Watson, assistant to the Film/Sound Archivist, has audited a one-term course in basic cataloguing and classification at the Dalhousie School of Library Science in preparation for the indexing of the Filmography of Nova Scotia and the emphasis in 1985 on public access and standardized finding aids.

The newspaper librarian, *M.M. Whyte*, attended the Atlantic Provinces Library Association annual meeting held in Charlottetown on the campus of the University of Prince Edward Island, May 11-13, when she became the convenor of the publications committee; and the annual conference of the Nova Scotia Library Association at the new Provincial Library in Halifax in October. She continued as chairperson of the Ad hoc Committee for the Preservation and Access of Nova Scotian Newspapers. Throughout the year she attended a number of professional development workshops held in the metro area on Conservation, Time Management, and Collections Policy. During 1984 the Halifax Library Association updated and reprinted its publication, *Oil and Gas Information Resources in the Halifax-Dartmouth Area*. Miss Whyte is a member of the three-person committee responsible.

Mary Ellen Wright continues in her position as assistant secretary to the Royal Nova Scotia Historical Society. In July she gave several lectures on Loyalist sources at the Archives to the Dalhousie Elderhostel.

In October she gave a talk to the Genealogical Association of Nova Scotia on "Thomas Miller and the Miller Book - an examination of some Colchester County genealogical source material". In August she attended a Federation of Nova Scotian Heritage study tour, "Collections on Exhibit", which visited a number of museums on the Eastern Shore. She has written several book reviews for the *Nova Scotia Historical Review*.

ADMINISTRATIVE OFFICER

Mrs. Marjorie McElmon is secretary of the Board of Trustees of the Public Archives of Nova Scotia as well as Administrative Officer. The Provincial Archivist is grateful for her advice and assistance in the preparation of the budget for 1985-86 and her skill in holding expenses to a minimum.

EXPANSION OF PANS

Almost 40 years ago, on July 1, 1945, I joined the staff of the Public Archives of Nova Scotia as a research assistant in the Chase Archives Building on the Studley Campus of Dalhousie University. There was a staff of six and a half, directed by Dr. D.C. Harvey, to look after 973 researchers who used 2112 books and 1233 manuscripts. A serious backlog of sorting had accumulated due to staff shortages during World War II. The grant from the Government of Nova Scotia was \$18,000, of which \$15,000 was devoted to salaries. The next year, the staff had increased by one and the researchers by 300, who used 2501 books, 1651 manuscripts and 92 photographs. Three archivists and research assistants looked after 1273 - four a day. The emphasis was still largely on political and constitutional history before Confederation, but this was beginning to change with Dr. J.S. Martell's interest in economic history, my interest in social history in the late nineteenth century, and Susan Morse's in photographs and maps. In a short while I became fascinated with the work of the Archives and with the queries of the people who came to do research. I never dreamed that the building on the Studley Campus would be filled and collections spill over into warehouses, or that the Public Archives of Nova Scotia would move in 1980 to a splendid new climate-controlled structure.

I am proud that I have been able to contribute to the expansion of the historic resources and archives of Nova Scotia. In 1984 there was a staff of 24, and 10 archivists and two research assistants cared for 25,145 researchers - over 100 a day! I wish to thank all the staff, and particularly, Mr. Allan Dunlop, the Assistant Archivist, for their dedicated and enthusiastic service to the public and to the collection and preservation of

the archives of Nova Scotia.

Phyllis R. Blakeley, CM, D.Litt., LL.D.
Provincial Archivist for Nova Scotia

PUBLIC SERVICE STATISTICS

January to December, 1984		1984	1983
Researchers (Library)	Day	3,598	3,439
	Evening/Weekend	2,671	2,561
Researchers (Manuscripts)	Day	6,166	6,345
	Evening/Weekend	4,378	4,224
Researchers (Photographs)	Day	676	562
	Evening/Weekend	19	19
Researchers (Maps)	Day	1,059	863
	Evening/Weekend	106	66
Researchers (Film/Sound)	Day	105	206
Researchers (newspapers)	Day	3,816	3,680
	Evening/Weekend	2,558	2,332
Books	Day	9,814	8,541
	Evening/Weekend	10,257	8,866
Microfilms (Library)	Day	1,131	1,708
	Evening/Weekend	910	1,429
Manuscripts	Day	7,323	7,768
	Evening/Weekend	7,344	7,813
Microfilms (Manuscripts)	Day	8,767	6,553
	Evening/Weekend	11,031	6,350
Photographs	Day	10,590	19,377
	Evening/Weekend	1,157	529
Pictures	Day	4,278	309
	Evening/Weekend	8	3
Maps	Day	6,412	5,649
	Evening/Weekend	472	318
Architectural Plans	Day	2,229	1,304
	Evening/Weekend	486	378
Newspapers (originals)	Day	1,066	995
	Evening/Weekend	550	429
Newspapers (microfilms)	Day	12,717	11,006
	Evening/Weekend	11,038	8,861
Film/Sound	Day	388	177
Days Open		249	249
Evenings Open		245	245
Weekends Open		47	46

Total Researchers	1984	1983
Day	15,413	14,879
Evenings/Weekends	<u>9,732</u>	<u>9,202</u>
	25,145	24,081

Issue of Documents

	1984	1983
Record and Manuscript Groups (originals)	14,667	15,581
Books	20,071	17,407
Photographs/Pictures	16,033	20,218
Maps/Architectural Plans	9,599	7,649
Microfilms	45,594	35,907
Newspapers (originals)	1,066	1,424
Accessions	590	558
Telephone Calls (incoming) (April to December)		
Days	2,868	-----
Evenings/Weekends	<u>303</u>	<u>-----</u>
	3,171	-----
Correspondence	4,397	7,415
Registering at Desk	26,154	30,415
Exhibitions	4,261	

Appendix I

Principal Accessions

FILM AND SOUND

Nova Scotia Government Services Film Unit - Kodachrome Collection

185 reels of original 16mm. colour film dating from 1940 by Margaret Perry or other employees of the Film Unit, consisting of out-takes from the completed films. Some 12 reels (4800 feet) were filmed by Tom Courtney and Hedley Doty of Halifax Harbour activities during World War Two and are some of the earliest colour film of the city and a very valuable historic record of Wartime Halifax.

CBC Radio Collection

This collection is one of our most successful continuing deposit arrangements. In 1984 we acquired 337 radio programmes with scripts and 51 issues of CBC Times Magazine 1959-69. We also began to collect excerpt tapes of CBC radio current affairs programmes whereby the archivist makes selections on a monthly basis of individual items from the three daily current affairs programmes. CBC staff then compile the items onto an excerpt tape before the aircheck tape is erased.

Captain W.E.S. (Ted) Briggs Collection

Captain Briggs was Regional Director of CBC Maritimes from 1945-59 during the exciting years of establishing television. He then went on to become Vice-President of CBC until his retirement to Nova Scotia in 1968. He had an active career as a radio announcer before those administrative postings and was considered *the* Radio Announcer, covering almost every Royal event in Canada and some abroad. His collection consists of 32 radio programmes, two television programmes and seven discs dating from 1952-1968.

Barbara Keddy Collection

This is the second deposit of 28 hours of oral history interviews of Ms. Keddy's project, "The Social History of Nursing in Nova Scotia in the 1920's and 1930's". It is a very well-conducted and thorough research project resulting in some valuable tapes. It indicates our continuing involvement with the oral history field although we have not had time to develop

this area of collection to the extent that the output might merit.

Nova Scotia Task Force on the Film and Video Industry Collection

Includes sound recording of complete proceedings of the public hearings of the Task Force held February 6-8, 1984, and files relating to the establishment of the Task Force; written presentations to the Task Force, minutes of committee meetings, correspondence and final report. This collection is of great historic value for its detailed documentation of the local film and video industries, their development and current issues and concerns.

MANUSCRIPTS

1. MG 1. *Bassett, Elsie*. Miscellaneous material, including diary, newspaper clippings, photos, and books (10cm.).
2. MG 1. *Beed Family*. (Halifax) Correspondence, notes, clippings, programmes, and photos relating to the Beed family of Halifax, 1884-1961. (40 cm.).
3. MG 1. *Black, Violet*. Genealogical information on the Black, Marshall, and Bourinot families. (10cm.).
4. MG 1. *Fraser, Katherine Bell*. Correspondence, diary, clippings, etc. of Katherine Bell Fraser of Sherbrooke, N.S., missionary to Armenia, and superintendent of refugee work in Bulgaria, 1892-1899. (20cm.).
5. MG 1. *Kempton, Captain Samuel T.* Diary and genealogical notes, ledgers, loose documents. (10 cm.).
6. MG 1. *Knock, John* (Lunenburg). Receipts, accounts, religious pamphlets, newspapers, 1840's-1850's. (10 cm.).
7. MG 1. *Letson, Joseph*. (Port Medway, Queens Co.). Genealogical information and notes. (60 cm.).
8. MG 1. *Mowat, Professor Alexander S.* (Dalhousie University). Research notes, articles, studies, publications, c. 1930's-1970's. (1.8 meters).
9. MG 1. *Seaman Collection*. Correspondence, financial records,

- government reports, journals and publications; Statutes of Nova Scotia, maps. (21 meters).
10. MG 1. *Shand, Gwendolyn V.* Notes and clippings on Hants County industries, shipping and families. (2 meters).
 11. MG 1. *Sutherland, A.H.* (Baddeck, N.S.) Diaries, letters, photographs from Sutherland's arctic expeditions with Hoppin, Cook and Perry, in 1893, 1894 and 1896. (10 cm.).
 12. MG 1. *Taylor-Rutherford Family* (of England and Nova Scotia) Artifacts, photos, drawings, postcards, letters, late 1800's to early 1900's. (60 cm.).
 13. MG 1. *Wainwright, Rev. Kennedy.* Memoirs of his student days in Baddeck in 1927.
 14. MG 1. *Woodworth-Hogan, Alice C.F.* Diaries and scrapbooks, 1924-1981. Restricted access (0.5 meters).
 15. MG 3. *Frost Collection.* Research notes for a thesis by James Frost on banking in Nova Scotia, 1800-1910. (39 cm.).
 16. MG 4. *Universalist Church.* (Halifax) Correspondence, financial reports, newsletters, committee reports, etc. 1920-1970. (90 cm.).
 17. MG 7. *Anglo-American Cable Company.* Material related to cable laying and repair activities, 1876-1960. (1.6 meters).
 18. MG 7. *Collins Collection.* Six-volume diary of Captain William Miles Collins, late of Advocate, N.S., master mariner in sail. (10 cm.).
 19. MG 7. *Kempton, Captain Samuel T.* Papers relating to commercial shipping in the 1880's between Liverpool, N.S. and Massachusetts.
 20. MG 7. *Lunenburg Shipping Register.* Index of ships registered at Lunenburg, 1787-1964. (20 cm.).
 21. MG 20. *Association of Psychologists of Nova Scotia.* Correspondence, reports, membership lists, newsletters, 1946-1984. Restricted Access. (1.5 meters).
 22. MG 20. *Atlantic Provinces Library Association.* Files,

- correspondence, reports, directories, minutes. 1980-1983. (10 cm.).
23. MG 20. *Canadian Mental Health Association*. Reports, minutes, newsletters, briefs, manuals, scrapbook, 1940's-1970's. (9 meters).
 24. MG 20. *Charitable Irish Society (Halifax)*. Presidential files, correspondence, reports, minutes, programs, 1965-1982. (30 cm.).
 25. MG 20. *Commercial Club (Halifax)*. Luncheon programs, scrapbooks, correspondence, minutes, 1932-1979. (30 cm.).
 26. MG 20. *Consumers' Association of Canada*, (N.S. Branch). Correspondence, minutes, financial data, newspaper clippings, various publications, 1942-1983.
 27. MG 20. *Halifax City Club*. Minutes, debentures, yearbooks, 1919-1970's. (2 meters).
 28. MG 20. *Halifax Coalition for Full Employment*. Various files, mainly re UIC overpayments, 1978-1980. (3 meters).
 29. MG 20. *Imperial Order Daughters of the Empire* (I.O.D.E.). Various chapters: minute books, histories, etc. 1917-1980. (60 cm.).
 30. MG 20. *Jost Mission (Halifax)*. Minute books, annual reports, correspondence, financial data, c.1907-1973. (90 cm.).
 31. MG 20. *Loyal Victoria Lodge #718, I.O.O.F* Minute books, members list, etc. 1893-1982. (1.05 meters).
 32. MG 20. *Nova Scotia Dietetic Association*. Minutes of meetings, correspondence, annual reports, general files, and miscellaneous files, 1972-1982. (2.1 meters).
 33. MG 20. *Nova Scotia Ladies' Golf Association*. Minutes of annual and semi-annual meetings, executive minutes, some correspondence and financial material - 1935, 1954-1980. (20 cm.).
 34. MG 20. *Nova Scotia Women's Action Committee*. Correspondence, briefs, reports, financial data, 1970's-1980's.(90 cm.).
 35. MG 20. *Provincial Medical Board of Nova Scotia*. Correspondence,

- reports, minutes, lectures, financial data, 1870's-1960's (1.2 meters).
36. MG 20. *Red Cross Society of Nova Scotia*. Minute books, annual reports, news clippings, photos, slides, 1920's-1983. (1.5 meters).
 37. MG 20. *Royal Nova Scotia Historical Society*. Membership certificates, applications for membership, minutes, correspondence, miscellaneous, c.1979-1983. (30 cm.).
 38. MG 20. *Visual Arts Nova Scotia*. (V.A.N.S.) Correspondence, minutes, membership lists, financial data, miscellaneous, c.1975-1981. (3 meters).
 39. MG 20. *Volleyball Nova Scotia*. Minutes, newsletters, reports, financial data, etc. (48 cm.).
 40. MG 20. *Westmoor Horticultural Society*. Scrapbook and miscellaneous items, 1978-1983. (22.5 cm.).
 41. MG 20. "A Woman's Place". Minutes, files, directories, financial statements and ledgers, 1977-1982. (30 cm.).
 42. MG 23. *Princess Louise Fusiliers*. Notes and history by Major Evan Wainwright, 1896-1946. (10 cm.).
 43. MG 25. *Union of Nova Scotia Municipalities*. Files of the Executive Director, Sherman Zwicker. Also includes minutes, reports, correspondence, mainly late 1970's to 1984. (2.1 meters).
 44. MG 27. *Halifax Explosion Papers*. Personal diary of Dalhousie student Jean L. Ross, who graduated in 1918. (10 cm.).
 45. MG 20. *Nickerson Collection*. (*Sons of Temperance*). Avon Division, St. Croix Division, Sunbeam and Star Bands of Hope. Minute books, financial data, 1903-1952. (30 cm.).

MAPS AND ARCHITECTURAL PLANS

1. Drawings, plans, background notes of Dr. Jean Weir for her exhibit, "The Lost Craft of Ornamented Architecture - Canadian Architectural Drawing 1840-1930".
2. Five projects by Truro architect E.D. Vernon (1876-1941), donated

to the Public Archives of Nova Scotia by the Engineering and Works Department of the Town of Truro on the agreement that copies be deposited at the Colchester County Museum. Although well aware of Mr. Vernon's work, these are the first drawings of this architect in our collections.

3. Copies and negatives of all the surviving works of the firm of Harris and Horton. W.C. Harris (1854-1913) and William T. Horton (1840-1926) were prominent architects in the Maritime Provinces, especially Nova Scotia and Prince Edward Island from 1880-1920. Among other material in the collection was a set of drawings of Hensley Chapel, Kings College, Windsor, 1876, by David Stirling (1822-1887) and work of W.C. Harris's nephew, James C. Harris.
4. Collection of nautical charts, surplus sent from the University of Toronto Library Map Collection.

PHOTOGRAPHS AND PICTURES

R.H. Witham

Album entitled "First Attempts in Photography by R.H. Witham, Halifax, N.S., 1891-98", containing scenes of Halifax from previously unidentified glass negatives in our collection. (4 cm.).

Margaret Barrett

Scrapbook of Margaret Barrett (1882-1975), Truro, N.S., containing phototgraphs of her experiences with the St. John Ambulance Brigade at 2nd London General Hospital, Chelsea, London, England, 1918-19. (4 cm.).

Beatrice (Trixie) Boutilier

Eighty-five photographs of Beatrice Boutilier, her family and activities on Sable Island where her father, R.J. Boutilier, was Superintendent from 1884 to 1912.

H.J.B. "Jack" Marriott

Semi-professional photographer of Starr's Pt., N.S. His collection of negatives and prints, 1946-75, includes black and white portraits of Acadia University students and Kings County residents and

approximately 500 art photographs of women. (2.7 meters).

Rear Admiral Hugh Pullen

His naval career, personal and family photographs and copy photographs collected for his naval historical research, c. 1920-1975. (1.7 meters).

Hon. Robert L. Stanfield

Twenty-four original pen and ink cartoons by Robert Chambers concerning Robert Stanfield's political career, 1963-76. Oil painting by Brenda Bury of the Hon. Robert L. Stanfield, 1963, presented to him by the Nova Scotia Progressive Conservative Association, 1964.

Daily News

Negative files from the establishment of the newspaper as *The Bedford-Sackville News*, September 1974 to February 1982. (65cm.).

PUBLIC RECORDS

- RG 1 Akins' catalogue of 24 boxes of military papers, dated 1785-1825, removed from Halifax to Ottawa c.1861. (39 p.)
- RG 3 Executive Council Office.
 Orders in Council papers, 1930, 1968, 1972-82. (Restricted Access)
- RG 5 Miscellaneous sessional papers including journals, statutes, regulations, etc. 1973-83. (1 m.)
 Nova Scotia Legislative Select Committee on Health: 127 Submissions to the Committee, 1982-83. (30 cm.)
- RG 10 Department of the Attorney General. Regulations under various Acts. (1.5 m.) (Restricted Access)
- RG 13 Customs records (Grant Collection). Mainly port records for Guysborough c.1870-1880. (1 m.)
- RG 14 Atlantic Institute of Education (1970-1982) (Restricted
Series A Access)
- RG 15 Department of Fisheries. Deputy Minister files, April 1971

- to March 1972. (10 cm.) (Restricted Access)
- RG 24 Post Office Papers: Record of registered letters, parcels received at Guysborough Post Office, 1896-1908. (5 cm.)
- RG 25 Minutes of the Health Planning Committee of Atlantic Provinces 1957-1970; Minutes of the Meetings of the Regional Committee of the Atlantic Provinces Advisory to Prov. Ministry of Health, 1966-69. (Restricted Access)
- RG 25 Nova Scotia Provincial Sanatorium (now Miller Hospital)
Series M Kentville, Patients' Records, c.1905-1940's. (42 m.)
(Restricted Access)
- RG 28 Scotian Railroad Society, clippings, correspondence, time-
Series S tables and notes. (2.5 m.)
- RG 35 City of Halifax, Various departmental files, c.1890-1979.
-102 Includes City Council minutes; committee minutes and files; Board of Control records; City Collector's papers; Police Department documents; and records of the Planning Department. (17.7 m.)
- RG 38 Colchester County Court Records: Supreme and County
& 39 Court cases 1950-1972. (10.8 m.)
- RG 39 Supreme Court of Nova Scotia: Cases on appeal 1890-
Series A 1947. Printed in bound volumes. (13.5 m.)
- RG 44 Graham Royal Commission on Education, Municipal Services
and Provincial-Municipal Relations; Chairman's files. (4 m.)
(Restricted Access)
Nova Scotia Task Force on the Status of Women: Minutes,
Submissions etc. 1975-76. (10 cm.)
Nova Scotia Department of Social Services. 110 submissions
to the Task Force on Day Care, June 1983 (20 cm.)
Socioeconomic Panel Venture Development Project. Sub-
missions, notes, etc. (40 cm.)
- RG 61 Department of Labour and Manpower. Sixteen Board of
Conciliation and Industrial Inquiry Commission Reports on
various labour disputes. 1957-1965.
- RG 68 Civil Service Commission: Departmental files and Deputy

Minister files. c. 1965-75. (Restricted Access).

Appendix 2

Finding Aids Prepared

FILM AND SOUND

CHNS Collection

A finding aid was prepared for this collection.

Videothatre Collection

A finding aid was prepared for this collection.

MANUSCRIPTS

1. MG 1. *MacMechan, Archibald*. Material kept by MacMechan while he was employed with the Halifax Disaster Record Office, 1917-1918. A listing of 366 documents, most of which pertain to the Explosion of 1917. Correspondence, narratives, memoranda, reminiscences.
2. MG 1. *Shand, Gwendolyn V.* An extensive listing of two meters of Miss Shand's extensive notes and clippings on Hants County industries, ships, and families as well as many other items of interest.
3. MG 3. *Clairtone Sound Corporation*. A listing of 120 volumes of correspondence, general office files, blueprints, budget reports, etc. c. 1962-1970.
4. MG 7. *Captain Samuel T. Kempton Collection*. A listing of 1,344 documents re: shipping between Liverpool, N.S. and Massachusetts in the 1880's, involving the Schooners *On Time* and the *Rival*. The Documents include letters, telegrams, sailors' wage accounts, tonnage fees, bills of lading, receipts, and invoices.
5. MG 17. *Technical University of Nova Scotia*. Ninety-two volumes of files are listed for 1917 to 1961. These are mostly from the office of F.H. Sexton, former principal and director of technical education.
6. MG 20. *Halifax Coalition for Full Employment*. (1978-1980). Fourteen volumes, with over 300 files, are listed. The collection includes several files on the U.I.C. overpayment controversy decisions of the board of Referees and the Federal Court,

and appeals by individuals. Other files contain information on various aspects of unemployment and poverty, affiliated groups, minutes, newspaper clippings, newsletters, reports.

Nova Scotia Designer Craftsmen. A listing of over 300 files of correspondence, financial records, minutes, reports, and miscellaneous items, 1973-1981.

Provincial Medical Board. A listing of four volumes of correspondence, reports, minutes, lectures, and financial data, 1870's-1960's. Also an important listing of approximately 690 applicants for medical licenses from 1914 to 1966 (with some gaps). These are arranged in alphabetical order by the name of the applicant.

7. MG 30. *Heritage Trust of Nova Scotia.* A listing of 67 volumes of minutes, reports, newsletters, presidential files, general office files, and material relating to urban planning, and research notes on heritage buildings and properties in the province 1962 to 1981.
8. MG 31. *Music Collections.* This is a newly-created finding aid that will permit greater access to a growing collection of sheet music, song books, and similar material. It contains cross-references to music collections in other manuscript groups (e.g. MG 20), as well as a listing of the contents of the first eight volumes in the manuscript group. Volumes one to seven contain the compositions collected by J. Hollis Lindsay, a blind pianist of the early 1900's, and volume eight contains the music both created and collected by William Augustus Montgomery, a Canadian composer.

PUBLIC RECORDS

1. RG 1. A shelf reading of the 539 manuscript volumes collected and compiled by Thomas Beamish Akins has been completed as part of our Provincial Summer Employment Programme. Each volume has been cleaned and assessed for conservation requirements.
2. RG 14,
Series "A" *Atlantic Institute of Education.*
3. RG 14,
Series "S" *School for the Blind* (Sir Frederick Fraser School, Halifax). A listing for 10 meters of correspondence,

financial records, reports, journals and publications c. 1920-1955

4. RG 35-102, Series 1B *City of Halifax*. "Papers submitted and read before council". Some 23 volumes (over 10,000 documents) covering the period 1906-1919 were listed. This facilitates access to an invaluable collection which provides insight into the workings of civic administration and into the leading issues and problems encountered by these bodies.
5. RG 35-102, Series 40-45 *City of Halifax*. A listing of minutes, reports, etc. in 30 volumes of records from the City Planning Department. Included are files on the Development and Redevelopment committees, City Planning Board, Regional Planning Commission and Municipal Development Plan. c.1950-1970.
6. RG 37. *Inferior Court of Common Pleas, Shelburne County*. A listing of over 2,600 court cases for the period 1780 to 1840. Arranged by a volunteer group consisting of Elinor Walker, Marjorie Barteaux, and Sally King.
7. RG 39 "C". *Supreme Court of Nova Scotia*. (Halifax). A 700-page listing of all court cases in the collection for the period 1750-1860.
8. RG 39 "M". *Supreme Court of Nova Scotia Lawyers Bar applications and articles of clerkship 1830-1902*. A listing of 24 volumes of documents chronologically and then alphabetically by applicant.
9. RG 56. *Board of Commissioners of Public Utilities*. A listing of seven meters of correspondence files for motor carrier licenses, public passenger carriers, school buses and salvage yards plus motor carrier inspectors' reports.

Appendix 3
Number of Employees in Government Programs

Winter Works	Summer Works	Federal
	1	
1	1	
4		
1	2	2
2		
2	1	
	1	1
$\frac{1}{2}$	1	2
1	3	
$4\frac{1}{2}$	6	
16	16	5

Appendix 4

Work Undertaken by Departments Under Nova Scotia Winter Works

Nova Scotia Government Services Film Unit Collection, and "Cape Breton's Magazine Co cleaned film, repaired, and prepared content reports and transferred from original cassette preservation copies.

Preparing 1838 Census for publication; MacDonald Clan.

Listed approximately 400 boxes of government documents held in storage in the library

Typed one and a half years of obituaries from newspapers.

Catalogued 60 photos, including Fed McQuahe (Shelburne), Alex. Silver (Lunenburg) and I (Kejimikujik) collections and about 250 Notman Studio photos.

Preparation of a complete inventory of MG1 Family Collection (2400 boxes), checked 500 of business records for numbering and/or attribution; sorted, classified, and listed over of correspondence, contracts and specifications of the Halifax City Works and Engineering, 1870's to 1960; sorted and filed over 500 court cases files for the Cumberland County Court, 1773-1900; typed a Content Report of 93 pages for the Shelburne County Inferior Common Pleas, and typed 450 pages of a Content Report for the Halifax Supreme Court, I clerical assistance with typing of Finding Aids for more than 20 collections and with corresponding photocopy orders and school records; promotion of the *Loyalist Guide* and *Nova Scotia Review*.

Appendix 5

Work Undertaken by Departments Under Nova Scotia Summer Works

Cleaning, conservation and recording of textiles, and arranging an exhibition of costume

Research for "Filmography of Nova Scotia".

Compiled a bibliography of reports tabled at the Legislative Assembly for 1900-1980; checked and updated library cards in 3rd floor card

Catalogued maps and checked map references.

Microfilmed Executive Council Minutes, various municipal records and township books, school records, etc.

Indexed most of the pre-1900 Cape Breton newspapers including ads, Vital Statistics, business, politics, government, trains, etc.

In the photo lab printed 800 of E.A. Bollinger negatives, copied 330 borrowed negative holders, selected 10 per cent for printing, catalogued 1200 negatives printed in our index sheets for 700 photos and placed in the catalogue about 3500 index sheets with a note of the photo on the reverse of sheet.

Sorted and listed over 40 boxes from City of Halifax Planning Dept. 1960's and 1970's, files to the Halifax Board of Control for 1913-14. Clerical assistance with correspondence, reproduction orders, filing school records, minor content reports; clerical assistance with including Buckler, Pullen, Bibliography of Tabled Reports and index to RG 3 - Executive Office, survey and shelf reading of the RG 1 collections; sorting, arranging and listing the records of Nova Scotia Technical College, Clairtone Sound Corporation, Heritage Trust of Nova Scotia Railway Society, Coalition for Full Employment, Nova Scotia Psychologists' Association, Commissioner of Public Utilities Board.

Appendix 6

Work Undertaken by Departments Under Federal Works

Completed the shelf reading begun in the library and cleaned all items and moved pamphlets; shelf read rare books in Akins vault, placing all pamphlets in acid-free envelopes; completed a conservation report on each item in the Akins' Collection; checked cataloguing subject heading when necessary; refilled one-third of the card catalogue by new A.L.S. 1980.

Filmed the Halifax Explosion Pension Claims; and the reports of S.P.G., town and city council for Sydney, Bridgewater, Kentville and Halifax; and several small books and pamphlets in poor condition for the library.

Organized newspaper vaults on second and fourth floors, wrapped newspapers, made file each and indicated whether it had been filmed or not; assisted in indexing newspapers, v from weeklies and everything from dailies; did some typing, filing and assisting with

Appendix 7**Tours Given by Map/Architecture Archivist****1983**

Dec. 6 Halifax Heritage Advisory Committee.

1984

Jan. 5 Adaptive Re-use Centre Class. Frank Eppel, T.U.N.S.

Jan. 23

Jan. 26 Sunrise Historical Society, Tatamagouche.
Cataloguing maps and plans.

Jan. 27 Students M.S.V.U., Prof. Wallace.
Using Provincial Map/Architecture Collection.

Feb. 2 Students, Dalhousie University School of Library Science.

Feb. 13 Windsor Regional High School.

Feb. 14 Windsor Regional High School.

Feb. 14 Queen Elizabeth High School.

Feb. 24 St. Patrick's High School.

Mar. 1 Adaptive Re-use and Design Class. F. Eppel, T.U.N.S.

Mar. 16 Queen Elizabeth High School.

Mar. 13 Students, Dalhousie Transition Year Programme.

Mar. 29 Records Management Students, M.S.V.U.

Apr. 3 Teachers, Blockhouse - Lunenburg Co. School System.

Apr. 6 Students, J.L. Ilsley School, Halifax.

Apr. 6 Students, High School, Bridgetown.

Apr. 10 Students, Charles P. Allen.

May 8 Students, Mr. Ken Grant, i.e. The Titanic and how to research it.

July 4 Students, Joan Doehler lecturer. T.U.N.S.

“How To Use The Archives”.

July 20 Students, Architecture, T.U.N.S.

“How To Use The Archives”.

Sept. 6 Students, Queen Elizabeth High School.

- Sept. 18 Students, Queen Elizabeth High School.
Sept. 21 Students, Queen Elizabeth High School.
Sept. 24 Students, Cornwallis Junior High School.
Sept. 25 Students, Dalhousie University.
Sept. 27 Students, Oxford Street School.
- Oct. 3 Heritage Section, Dept. Culture, Recreation and Fitness.
Oct. 11 Students, St. Mary's University.
Oct. 31 Students, Queen Elizabeth High School.

THE PUBLIC ARCHIVES OF NOVA SCOTIA
FINANCIAL STATEMENTS
MARCH 31, 1985

AUDITORS' REPORT

To the Board of Trustees of
The Public Archives of Nova Scotia

We have examined the statements of revenue and expense and surplus of The Public Archives of Nova Scotia for the year ended March 31, 1985. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the revenue and expense and surplus of the Archives for the year ended March 31, 1985, in accordance with the accounting principles set out in the notes to the financial statements, applied on a basis consistent with that of the preceding year.

Halifax, Canada
July 25, 1985


CHARTERED ACCOUNTANTS

**THE PUBLIC ARCHIVES OF NOVA SCOTIA
STATEMENT OF REVENUE AND EXPENSE
For the year ended March 31, 1985**

	1985	1984
Revenue		
Government of Nova Scotia (salaries and benefits)	\$655,580	\$628,298
Government of Nova Scotia (operating grant)	306,920	243,802
Government of Nova Scotia		4,843
Government of Canada	28,460	6,946
Sales, publications, etc.	33,199	31,446
	<u>1,024,159</u>	<u>915,335</u>
Expenses		
Equipment	15,693	16,462
Equipment repair and maintenance	10,248	8,150
General office and administration	54,400	56,238
General operating supplies	71,063	45,309
Membership dues, fees and staff training	476	688
Micrographics	3,897	
Miscellaneous	4,755	2,939
Other services	21,111	21,310
Other utilities	105,972	99,323
Part-time services	3,046	1,945
Professional services	1,778	1,240
Rentals	8,280	7,129
Salaries and benefits	655,580	628,298
Subscriptions, periodicals and books	5,920	5,225
Telecommunications	11,439	11,143
Travel	8,274	7,837
	<u>981,932</u>	<u>913,236</u>
Excess of revenue over expense	<u>\$ 42,227</u>	<u>\$ 2,099</u>

THE PUBLIC ARCHIVES OF NOVA SCOTIA
STATEMENT OF SURPLUS
For the year ended March 31, 1985

	1985	1984
Surplus, beginning of the year	\$39,328	\$37,229
Excess of revenue over expense	<u>42,227</u>	<u>2,099</u>
	<u>\$81,555</u>	<u>\$39,328</u>
Represented by:		
Cash on hand and at bank	\$51,670	\$33,363
Due from The Province of Nova Scotia	29,885	2,965
Due from Loyalist Guide	<u> </u>	<u>3,000</u>
	<u>\$81,555</u>	<u>\$39,328</u>

Approved on behalf of the Board of Trustees
of The Public Archives of Nova Scotia


Provincial Archivist (Acting)


Secretary

**THE PUBLIC ARCHIVES OF NOVA SCOTIA
NOTES TO THE FINANCIAL STATEMENTS
March 31, 1985**

1. Significant Accounting Policies

The expenses are stated on a cash basis and therefore accrued liabilities for expenses are not recognized in these financial statements.

Capital expenditures are charged to expense as incurred.

2. These financial statements include only the operating revenue and expenses of The Public Archives of Nova Scotia, and not those of any specific funds administered by The Public Archives of Nova Scotia.

3. The salaries of the employees of The Public Archives of Nova Scotia for the period commencing November 1, 1984, to date are currently under review. Any retroactive adjustments to salaries arising from this review will be charged to expense when paid.