
INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
COMMUNITY HERITAGE COMMISSION

DATE: 2021 August 27

FROM: REBECCA PASCH
CITY ARCHIVIST

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

SUBJECT: CITY OF BURNABY ARCHIVES – UPDATE

For the information of the Chair and Members of the Community Heritage Commission, the following memorandum outlines the activities and initiatives undertaken by the City Archives since the last CHC meeting:

- The 20th Anniversary of the City of Burnaby Archives is fast approaching! Archives staff has been working with Corporate Communications, the Mayor's Office, and the Community Heritage Commission to create a video that celebrates the Archives, and acknowledges the great contributors to its success. This video will be presented at our next CHC meeting. Expect it to be filled with well wishes, fond memories, anecdotes, and future hopes. Entries have come in to us from as far away as Nova Scotia and we truly appreciate all of the support from current and former staff, Commissioners, and Mayor and Council.
- The Archives acquired three more boxes of permanent City records since our last meeting and processed 24 more backlogged boxes, bringing the total for the year to 43 boxes transferred and 39 boxes described. Newly described records include Council and Committee records and departmental records of the Office of the City Clerk, the Legal Department and the Parks, Recreation and Cultural Services Department.
- Staff has been doing its best to reach satisfaction on all City staff and public research requests remotely via phone and email. On June 3rd the Archives was able to re-open to by-appointment access for its in-person services due to the relaxing of restrictions.

Respectfully submitted,



Rebecca Pasch
City Archivist