Winnipeg

RECORDS COMMITTEE

ANNUAL REPORT **2020**



Portage and Main, looking west down Portage Avenue, 1965. Photo by Henry Kalen.



Old Kildonan Park Pavilion in winter, photo taken before its demolition in 1964.

about the records committee

The Records Committee was established by amendment to *The City of Winnipeg Act* in 1995. The role and mandate of the Records Committee is now specified in Section 110(2) of the *The City of Winnipeg Charter Act*, and *Records Management By-law 123/2020* . The primary role of the Records Committee is as follows:

- to make recommendations to Council regarding the management, retention, safekeeping, disposition and destruction of records in all City departments;
- to implement policies and procedures approved by Council for the management, retention, safekeeping, disposition and destruction of records in all City departments.

The Charter further emphasizes the importance of sound record keeping in Section 111, where it states that a record created or held by the City must not be destroyed or removed from the custody and control of the City by any employee unless permitted under a by-law or upon receipt of written approval of the Records Committee.

The Records Committee is comprised of eight members, as follows:

CITY REPRESENTATIVES

- City Records Manager/Archivist (or designate), Chairperson
  Konrad Krahn
- City Clerk (or designate)
  Marc Lemoine
- Chief Financial Officer (or designate)
  Designate: **Jackie Black**
- City Auditor (or designate)
  Designate: **Larissa Klimchak**
- City Solicitor (or designate)
  Designate: **Harold Dick**
- Director, Chief Innovation Officer (or designate)
  Designate: **Glen Cottick**

CITIZEN REPRESENTATIVES

- Two Citizen Members appointed by Council
  Jenara Desmedt
  Dean Scaletta



Mini-park on Academy Road at Kenaston Boulevard, photo taken between 1960 and 1971.

message from the chairperson

The Archives and Records Control Branch of the City Clerk's Department supports records and information management City-wide, manages access and privacy responsibilities for the City, and operates the City of Winnipeg Archives, the official repository for the archival records of the City.

The COVID-19 pandemic that dominated world affairs in 2020 had several significant impacts on Branch operations. The research room at the Archives was closed to public visits for much of the year, and staff presence on site was reduced as some worked remotely. While in-person research visits were affected, Branch staff expanded remote reference services to support City employees, residents, and others seeking access to the archival collection. Staff also continued to identify and capitalize on remote outreach opportunities by adding digital records and other content to the Archives' websites *Winnipeg in Focus* and *Pathways to Winnipeg History*, and by regular contributions to the *Our City*, *Our Stories* website and the City's social media accounts.

The Access and Privacy Office (APO) underwent substantial personnel changes this past year with turnover in both of its positions. The Branch was pleased to announce the hiring of Denise Jones as Corporate Access and Privacy Officer, and to welcome Chantel Fehr to the role of Access and Privacy Coordinator. While these staffing changes presented unique challenges in the context of the pandemic, staff were able to adapt operations to meet the growing demand for services resulting from changing technologies and service delivery models.

Records management staff continued work on developing and strengthening corporate records management standards, guidance, and policies. Staff also oversaw several capital and equipment enhancements necessary to adapt the Corporate Records Centre (CRC) to the needs of the program. The CRC remained open to City retrievals during the year with only minor service disruptions.

Branch staff worked throughout the year to consider and develop amendments to Records Management By-law 86/2010, which establishes the framework for managing City records. Council adopted the revisions as Records Management By-law 123/2020 in late 2020. The amended by-law establishes records management principles for the City of Winnipeg, formalizes roles and responsibilities for managing records, and establishes the composition of the Records Committee.

Branch Staff also continued efforts to address the long-term facility needs of the Archives. Staff worked with external consultants, Cornerstone Planning Group, to develop the spatial and functional requirements for the City Archives. The resulting report will be the subject of a public engagement campaign and report to Council with recommendations for the future of the Archives' program and facility.

The following report details initiatives and activities in 2020 in each of the Branch's three program areas.

Konrad Krahn
City Records Manager and Archivist



Archival exhibit on Metropolitan Corporation of Greater Winnipeg at Millennium Library, March 2020.

year in review

Records and Information Management (RIM Program)

RIM Program

RIM staff are responsible for developing, reviewing and deploying policies, procedures, and guidelines within the City to effectively manage all corporate records. The foundations of the RIM program are based on the principles that enable sound records management at the City: strong governance, cross and intradepartmental communication, and departmental compliance with records management requirements and standards. To support this ongoing fundamental work and to continue to build on the established records management program, RIM staff met with various departments throughout the year to understand their changing needs and to provide responsive records management support via specialized procedures and guidance.

In addition, RIM staff have been key participants in an interdepartmental, cross-disciplinary initiative to develop a City-wide data and information governance framework. The goals of an information governance framework are to facilitate unified data stewardship; maximize efficiencies; inform decision-making; improve service; reduce risk; and foster innovation through a unified information and data strategy. Through their involvement, RIM staff can ensure that legal and operational record keeping requirements are built into City initiatives that involve the creation or acquisition of information.

Corporate Records Centre (CRC)

Enhancements to the CRC's new location continued in 2020 with ongoing improvements to processes and procedures and to the building infrastructure. A number of projects were completed in the past year that increased records shelving capacity, added pallet racking for supplies, and improved building security. Investments in equipment were made to allow staff to access the shelving units and facilitate warehouse work with the purchase of an order picker and a reach truck.



Archives Reading Room with COVID-19 precautions.

Cloud Review Process

RIM staff continued their work on the City's Cloud Review Committee. The Committee brings together RIM, legal, procurement, privacy, and IT security expertise to review cloud computing opportunities proposed for use by City departments through a streamlined multi-disciplinary process. The review team assesses each proposed initiative and provides recommendations to City departments to ensure that cloud-based initiatives are in compliance with legal and regulatory requirements and best practices. As technology evolves and reliance on the cloud to deliver City programs and services increases, so do the number and complexity of incoming reviews. This past year, RIM staff took on a more involved role in the Committee, helping with the intake and coordination of incoming reviews in addition to the RIM assessment for each. The Cloud Review Committee received 35 submissions in 2020, the majority of which were approved with recommendations.

Enterprise Content Management

On July 11, 2019 the City awarded the contract for the Enterprise Content Management System (Bid Opportunity 820-2018) to RKO Business Solutions Inc. Enterprise Content Management Systems are the strategies, methods, and tools used to capture, manage, store, preserve, and deliver content and documents related to organizational processes. ECM tools and strategies allow the management of an organization's unstructured information, wherever that information exists. The core components of the ECM include Document management, Records management, Workflow management, Communication management, and Web content management.

In 2020, as part of the Project Advisory Committee, the City Records Manager and Archivist and Senior Records and Information Manager met regularly with the consultant to plan out the City's ECM implementation and to identify departmental stakeholders.

RIM Training/Education/Consultation

RIM staff continued to provide advice on records and information management issues through direct consultation, to assist departments with by-law implementation, and to undertake consultation for revisions to the by-law to reflect structural and functional changes within the City as they relate to the keeping of records. Due to the pandemic, RIM staff were not able to offer any in-person training courses this past year, but are working with Corporate Education to prepare on-line courses that will be offered as part of the 2021-2022 education calendar. An on-line training session on RS-Web, the RIM's web-based client services software program, is being offered this spring to City records staff.



Winnipeg's best tourist cabin camp on Pembina Highway, circa 1928.

City of Winnipeg Archives (Archives Program)

The Branch manages the City's significant archival collection (appraised at $4.1 Million for insurance purposes), facilitates public access to its holdings and promotes interest in the history of the City of Winnipeg. The City's archival collection remains – for the most part – at 50 Myrtle St., and public research services are delivered out of this location.

Highlights and Initiatives

In 2020, Archives staff adapted its programs and services in response to the COVID-19 pandemic. The Archives closed to research visits on March 18, although a reduced staff remained on site to assist City staff and researchers via telephone and email, to monitor the collection and building, and to receive mail and deliveries. On June 22, the Archives re-opened for research by appointment with COVID-19 precautions in place, including safe-work procedures, regular cleaning, and reduced capacity. This service was suspended until further notice on November 12. Despite being closed to the public, staff continued to respond to inquiries and adapt services to minimize disruptions. With the exception of March and April, the number of inquiries were similar to previous years; service statistics were only moderately lower, and there was a marked increase in web traffic.

More staff working from home meant there was an opportunity to undertake transcription work in support of ongoing efforts to improve access to records through *Winnipeg in Focus*. Both Branch staff and Board of Revision (City Clerk's) staff started and completed the transcription of the first City Council Minute Book, containing meeting minutes from January 19, 1874 to December 25, 1875. The meeting minutes, both scans and transcriptions, for all of 1874 went online in November 2020. Plans were made to have the entire Minute Book online in time for the anniversary of the first Council Meeting on January 19. We acknowledge and thank the team of transcribers for their careful attention to detail and accuracy. Through this work, these invaluable records are now more accessible than ever.

Another important addition to *Winnipeg in Focus* this year was the Records Committee series (1997-2011). This series, which consists of agendas, minutes, reports, and some letters documenting decisions and activities of the Records Committee, was the first transfer consisting of only born-digital records to be received, ingested into the digital preservation system (through *Archivematica*), and made available online (through *Winnipeg in Focus*). As part of this work, staff updated procedures and workflows designed to meet the specialized needs of born-digital records. These will support City departments seeking to transfer born-digital records and will increase accountability and transparency.

Outreach Services

Digital exhibits, curriculum materials, and a growing volume of archival materials are available online in *Pathways to Winnipeg History* and *Winnipeg in Focus*. As well, the Archives contributes regular content to Corporate Communications for use on its social media platforms (*Throwback Thursday, Twitter, Facebook*) and the *Our City, Our Stories* website.



Metro computer installation, February 1970.

As in previous years, exhibits were prepared periodically with partners such as the Winnipeg Public Library and the Mayor's Office. In March 2020, Archives installed an exhibit at the Millennium Library that looked at the legacy of the Metropolitan Corporation of Greater Winnipeg (1960-1971). A related exhibit went up in the Mayor's foyer in August 2020. This work, which marked the 60th anniversary of the creation of Metro, was curated by Margaret Janczak and funded by the Heritage Grants Program (Department of Sport, Culture and Heritage, Province of Manitoba). Thanks to the Province of Manitoba for support of this project. Owing to pandemic restrictions, the exhibit showing at the library was extended and a digital exhibit celebrating Metro on *Winnipeg in Focus* was created. Plans for a physical exhibit on the 75th anniversary of Victory in Europe Day (VE Day) were also modified. A digital exhibit and related feature for *Our City, Our Stories* on VE Day were done to commemorate the anniversary.

Partnerships

Staff continued the work started in 2019 to produce regular features for the *Our City, Our Stories* website in partnership with Corporate Communications. In 2020, this work included videos on growing the archival collection, digitizing records, and the legacy of the Metro government to Winnipeg's parks. Staff created the *Into the Archives Video Library* on *Winnipeg in Focus* where these and other videos can be viewed. Additionally, staff contributed content for stories on the 75th anniversary of VE Day and the 100th anniversary of the election of Jessie Kirk, the first woman on Winnipeg City Council.

Working in collaboration with the City's Indigenous Relations Division, staff undertook several important initiatives this year. Highlights included contracting a historian to review and write a new foreword for the research guide *Indigenous Peoples and Records*, receiving a teaching from a cultural provider on caring for ceremonial items like Talking Sticks, and preparing content for social media and the City's website to support awareness of the long and enduring presence of Indigenous Peoples in Winnipeg. This work as well as other projects that involve connecting Indigenous communities with key holdings in the archival collection are ongoing.

Conservation/Preservation

Staff efforts to conserve/preserve fragile paper records in the collection were interrupted when the former archives building at 380 William was damaged in 2013 and the space was subsequently vacated. These activities are currently on hold, pending the identification of a suitable space.

Access and Privacy Office (APO)

The Branch includes the APO, which is responsible for coordinating requests for access to information, developing and implementing process improvements to ensure consistent and fair access to City records, and for the protection of privacy under *The Freedom of Information and Protection of Privacy Act* (FIPPA) and *The Personal Health Information Act* (PHIA).

2020 Access and Privacy Office Report

The Access and Privacy Office (APO) experienced significant change in its fifth year of operation. With the departure of Konrad Krahn to the role of City Archivist, the Office transitioned to new leadership under Denise Jones in February and, in May, saw to the hiring of Chantel Fehr in the role of Access and Privacy Coordinator. The COVID-19 pandemic forced changes to onboarding due to work-from-home requirements and reduced time in the office; however, the changes did not negatively impact Chantel's successful completion of onboarding and training for the role.

Requests under the Freedom of Information and Protection of Privacy Act

APO continues to coordinate and respond to complex requests, multi-department requests, and requests for records from Departments and Offices without FIPPA Coordinators, including Animal Services Agency, Audit, Chief Administrative Office, City Clerk's and Councillors, Corporate Communications, Corporate Finance, Film & Special Events, Fleet Management Agency, Human Resources, Indigenous Relations, Innovation, Transformation & Technology, Legal Services, Mayor's Office, and, for part of 2020, Community Services due to their Coordinator's absence.

Due to the pandemic, delivery of responses moved from mail to email with attachments password protected to ensure secure delivery. In consultation with the Office of the Manitoba Ombudsman, the City's intake process adapted to permit request submissions without signatures since applicants did not always have access to printers or means to submit requests in person. Not surprisingly, the overall number of requests received in 2020 was down 18% from the previous year.

2020 Access in depth

Consistent with past years, the City relied most on mandatory exceptions to disclosure that protect the rights of third parties and discretionary exceptions that protect the safety of individuals and property and the integrity of legal investigations. 2020 saw an 11% increase in requests for personal information from last year. And, in 2020, we added "legal" to our applicant category tracking because of a perceived increase in requests by lawyers on behalf of clients (5% of requests were designated as legal). As in previous years, the majority of requests (65%) are from members of the public.

Advisory Services, Privacy Assessments, and Breach Investigations

Over the last five years, APO has succeeded in spreading awareness within City programs and departments on the City's privacy obligations as a public body under FIPPA. Anecdotally, this success has resulted in a year-over-year increases in demand for advisory and privacy services. While tracking these figures is challenging, quantifying these activities will become a focus to ensure the function is adequately resourced.

In 2020, APO advised on approximately 125 privacy issues encountered by City departments on a wide range of topics, including terms and processes for the Welcoming Winnipeg Committee of Community Members, a revised protocol for the Traffic Management Centre, and the work of the Diversity and Inclusion Branch.

In September 2020, APO was asked to join the regular meetings of the Emergency Management Committee to develop a COVID-19 contact tracing program for City facilities and advise on all pandemic-related privacy issues (e.g., media disclosures, CityNet FAQs, and HR dilemmas). This work will continue indefinitely.

APO also completed 14 Privacy Impact Assessments, 22 Open Data datasets, 9 privacy breach investigations, 29 Cloud Reviews, and assisted with development of the Administrative Standard for Workplace Management Technology.

On the radar for 2021

In 2021, the APO will undertake review and update the Access and Privacy Administrative Standard and the Personal Health Information Protocol to address identified gaps and added privacy responsibilities.

While the pandemic took a toll on the education initiatives undertaken by APO, online education modules will be developed in collaboration with the Employee Development Branch to ensure restrictions to in-person training will not be a barrier to these initiatives.

Both the internal and external-facing APO webpages will also be updated in 2021 to meet current City standards and to better meet user needs.

challenges ahead

City of Winnipeg Archives (Archival Program)

In 2019-2020, Branch staff developed a strategy to address the program and facility needs of the City of Winnipeg Archives. The Branch engaged Cornerstone Planning Group to review the Archives' current state, to research useful comparators, to articulate current and future facility needs, and to develop high-level costing of various facility options. The report was completed in the second quarter of 2020, with wider public engagement scheduled for the summer of 2021, and a report with recommendations in late 2021. Finding a long-term solution to address the Archives' program and facility needs will continue to be a top priority of the Branch in the coming year.

Providing reference services on a remote basis to researchers has not been without its challenges. There was a smaller staff on site to retrieve, review, and copy records, and staff found working with researchers to identify material of interest and sharing findings via email and telephone was more time consuming than anticipated. Extra time was also needed to prepare for research by appointment, which required creating, reviewing, and following safe-work procedures like additional cleaning and retrieving records in advance. Interest in Winnipeg history as well as the need to access records for business and legal reasons were ongoing, however. In fact, more people seemed keen to do research projects involving archives, and staff noticed an increased interest in land and property questions linked to the City's Welcoming Winnipeg Initiative and related conversations about Indigenous histories in Winnipeg.

Progress to grow and to diversify the archival collection has been slow for several years now. The Cornerstone report showed that we are behind other municipal archives in terms of acquiring both municipal records and records of community. However, there were several positive developments this year that increase our ability to attract and care for new acquisitions. Additional capacity to receive records was created when we upgraded part of the shelving in March. Moreover, staff began work to improve the data security of our digital records repository and align it with recommendations from the Cloud Review team. Work to strengthen the acquisitions program will be an important priority in 2021 and subsequent years.

Records and Information Management (RIM Program)

Corporate Records Centre: In 2021, a number of projects have been prioritized that include inventory projects intended to rationalize, audit and bring under control records previously held at 311 Ross, bring additional shelving capacity online in the inventory management system, and complete further security infrastructure projects for the building. RIM staff will be coordinating the migration of the inventory management system to a new mobile communications platform and bring online new technology in the form of upgraded scanners and system functionality

Enterprise Content Management System (ECM): Records Management Staff will continue to work with our partners in IT, Legal Services, and Administration to move forward with the City's efforts to manage records and information in the digital environment through ECM. Staff will be challenged to provide departments with the guidance, tools, and support necessary for successful implementation.

Access and Privacy Office (APO)

The volume of access to information requests processed by the APO declined in 2020. The global pandemic, and the City's rapid response to changing employment and service delivery models presented unprecedented demands for privacy reviews and assessments. The APO continues to play a central role in the City's privacy risk mitigation efforts by conducting Privacy Impact Assessments; reviewing IT/ IM initiatives involving personal information; developing additional training and guidance material; and by continuing to provide privacy-related advisory services to City departments. However, staffing resources in this area also continue to be strained, limiting the potential benefits the APO can provide City departments.

SPOTLIGHT

Board of Commissioners Digitization

From 1972 to 1997, the Board of Commissioners provided leadership to civic departments and advice on key issues facing the City. Despite this important role, it was discovered in 2004 that the Board did not maintain its physical records, but rather, made microfiche copies of its paper files, destroying the originals. A proprietary type of Microx fiche was used, making the roughly 850,000 images on 24,000 fiche the only copies available for reference. Not only is this type of fiche sensitive to handling and the environment, but its proprietary nature means that it requires specialized, expensive, and difficult to acquire technology to access, and cannot be viewed using most microform readers.

In 2012, the fiche was transferred to the Archives, which sought to have it digitized to make it accessible. However, the cost was prohibitive – estimated at over $70,000 – and there were few vendors capable of dealing with this uncommon type of fiche. As such, digitization was not pursued at that time. But the Archives did not give up. After consulting with imaging specialists, the Archives applied for an innovation grant to pursue the project, which it obtained in 2019.

Data Repro Com Ltd. was awarded the contract and the fiche was shipped to them on encrypted hard drives, where they were digitized and indexed according to a file key. Despite having the proper technology, the volatile and proprietary nature of the fiche made them difficult to scan. The vast majority of scans turned out well, but some scans are difficult to read and several cannot be read at all. This exemplifies the pitfalls of destroying original records for the sake of convenience. Whether it's microfiche or digitized records, destroying originals often costs more money and causes more problems in the long run. This also speaks to problems with using proprietary formats that are dependent on rare technology and are not widely used. This is especially applicable to digital records, the formats of which can become obsolete very quickly and may be dependent on technology owned by a private company to access.

The digitized fiche will be ingested into the Archives' open-source digital preservation system, *Archivematica*. The preservation system ensures the Archives' digital records will be safe and accessible long into the future by constantly monitoring for data corruption, regularly migrating files into new, open, and widely used formats to keep pace with changing technology, and logging every preservation action taken in a machine-readable manner.



Two of approximately 24,000 proprietary Microx fiche.

Winnipeg's last trolley bus at the Carruthers Avenue Garage, October 30, 1970.



Portage Avenue in St. James, April 1940. Part of a scrapbook created by Corporal John Wallace.



VE Day in Winnipeg showing Legislative Building in background, 1945.



VE Day in Winnipeg showing Portage Avenue and Eaton's in background, 1945.

service statistics

Service statistics track Branch operational activities for the year and are useful for measuring basic levels of activity. Service statistics do not reflect staff time required to prepare for and administer research visits, departmental requests for boxes, transfers or destruction orders, and time logging and tracking requests under FIPPA. All of this work combined underscores the value of record keeping to the City.

Records and Information Management (RIM Program)

Corporate Records Centre Program, 2016-2020*

Year	Transfers	Box Retrievals	File Retrievals	Rush Box Retrievals	Rush File Retrievals	Boxes Reshelved	Files Refiled	Destruction	Withdrawals
2016	1174	1064	314	19	35	959	260	1603	131
2017	961	892	311	55	43	861	346	49	0
2018**	155	518	227	84	74	594	211	405	0
2019	1432	492	201	70	41	562	195	254	32
2020	692	652	180	63	41	611	161	81	2

**In cubic feet.*

***Departmental transfers to the CRC were suspended in 2018 to allow staff to prepare for the move.*

City of Winnipeg Archives (Archives Program)

Archives Program, Researcher Services, 2016-2020

Year	In Person Research Visits	Requests for Information/Research *(Mail, E-Mail, 311, Phone, Walk-Ins)*	Record Retrievals	Copies Prepared*	Acquisitions**
2016	302	1110	1562	567	10.7
2017	347	1021	1473	346	130.23 and 3.3455GB
2018	353	908	1061	506	9.6
2019	304	919	1187	468	500
2020	167***	841	845	383	1.5 and 1.28TB

**Includes photocopies of records and prints of photographs and plans. Researchers may use digital cameras/phones to make copies.*

***Cubic feet/GB for digital materials (3 donations).*

****Closed March 18. Re-opened June 22. Closed November 12.*

Archives Program, Outreach Services, 2016-2020

Year	Publications	Exhibits Web and Physical	Lectures/Speaking Engagements	Archives Tours
2016	3	4	3	5
2017	4	5	2	3
2018	3	4	2	1
2019	3	7	5	1
2020	2	3	2	0

Archives Program, Control of Holdings (Archival Processing), 2020

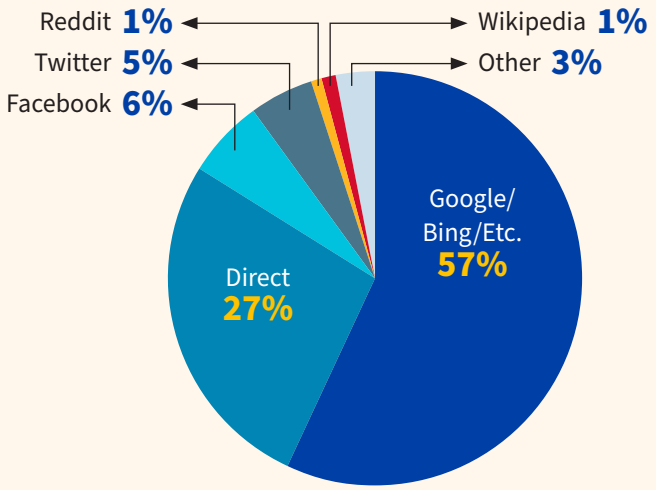
Extent Meters Volumes/Items	
City Clerk's Library Collection	4
Digital Objects uploaded to *Winnipeg in Focus*	397
Total	401
Humidification/Flattening: Program on hold pending identification of suitable space	-

Web Analytics for *Winnipeg in Focus*, 2019-2020

Year	Users/Year	Sessions/Year	Page views/Year
2019	6406	8429	67,165
2020	10,816	13,928	89,319

User Sources

Winnipeg in Focus



Access and Privacy Office

The tables below compare data from the last five years in terms of department distribution, access decisions, and response times.

Five-year comparisons

Applications by department	2016	2017	2018	2019	2020
Access and Privacy Office	128	203	251	273	134
Assessment and Taxation	4	0	2	5	0
Community Services	44	35	42	37	16
Fire Paramedic Service	147	121	149	112	122
Parking Authority	7	2	4	0	0
Planning, Property and Development	51	14	32	20	10
Police Service	548	401	499	662	537
Public Works	64	44	40	59	40
Transit	15	18	52	37	23
Water and Waste	21	21	18	33	3
Total Received[1]	*1044*	*1044*	*1089*	*1238*	*1046*
Total Processed[2]	*855*	*859*	*917*	*1049*	*846*

[1] Applications received within the calendar year

[2] Applications completed within the calendar year, including those carried over from the previous year (excludes applications that are withdrawn, abandoned, transferred, or carried over to the next year)

- Requests for Police and Fire Paramedic comprise 77% of the requests received last year. Excluding those departments, the Access and Privacy Office was responsible for 55% of requests received in 2020.
- In addition, the APO coordinated responses to 8 requests for consultation from provincial and federal government departments.

Access Decisions

Access Decisions	2016	2017	2018	2019	2020
Access Granted in full or in part	664	618	590	761	643
Access Refused	180	145	201	245	199
Request disregarded	11	96	126	43	4

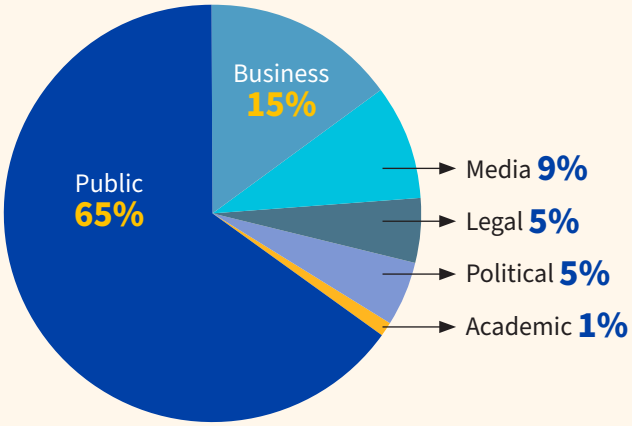
- 76% of last year's access decisions granted full or partial access to records which is up from last year's figure of 72%.

Response times

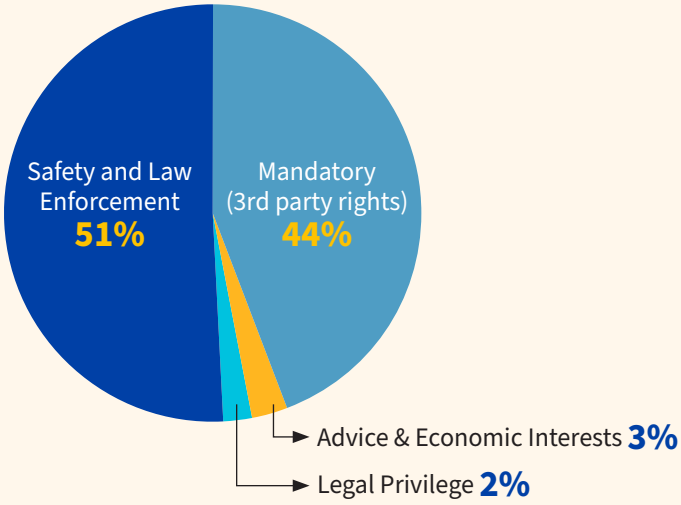
Response Times	2016	2017	2018	2019	2020
Within 30 days	812	813	586	781	791
Within 30-60 days	38	42	179	109	46
More than 60 days	5	4	152	159	9

- 95% of requests were responded to either within 30 days or within the time frame of an authorized extension; up from 74% last year due to the resolution of resource issues within the WPS FIPPA Unit.

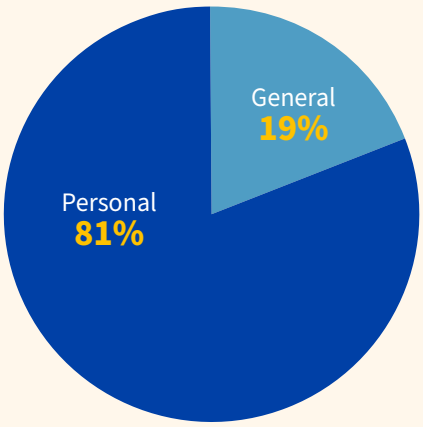
Applicant Categories



Exceptions to Disclosure



Type of Information Requested

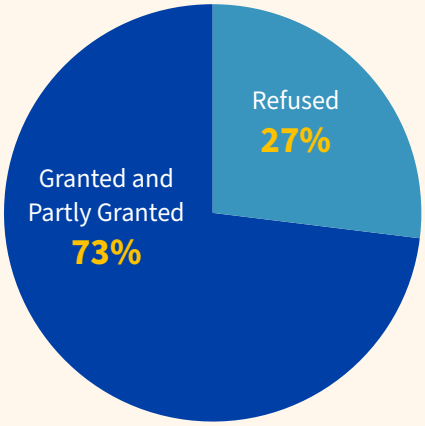




Entranceway at Archives with COVID-19 signage.

Access in depth, excluding Police and Fire Paramedic

Access Decisions



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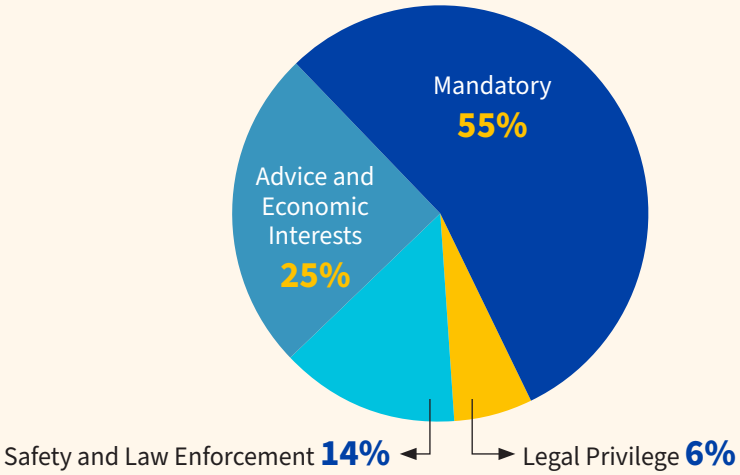
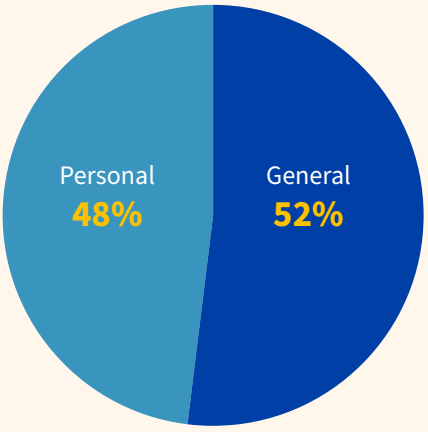
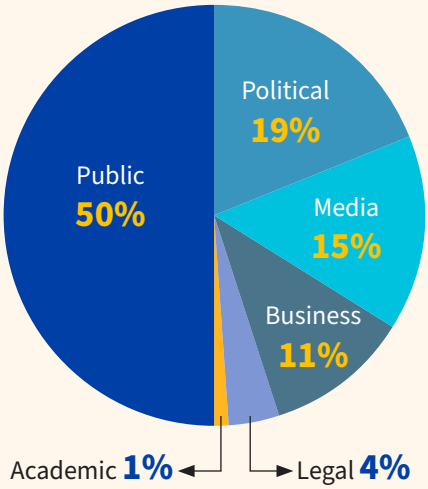
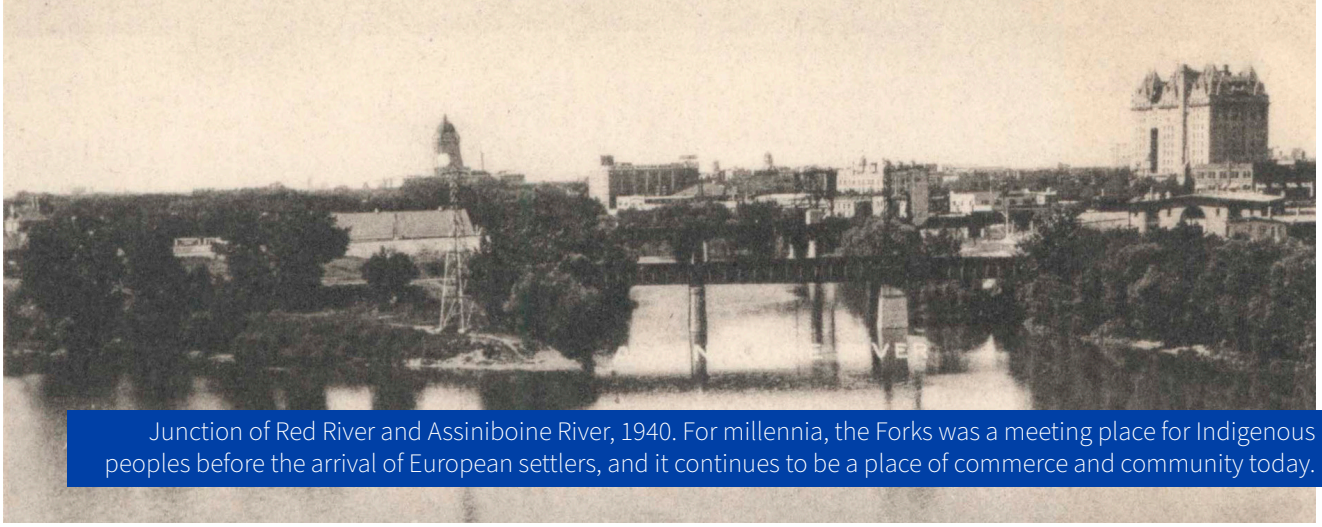


Request Type



Applicant Category





Junction of Red River and Assiniboine River, 1940. For millennia, the Forks was a meeting place for Indigenous peoples before the arrival of European settlers, and it continues to be a place of commerce and community today.

acknowledgments

The Records Committee wishes to acknowledge the work and commitment of:

- Archives and Records Control Branch staff for their ongoing efforts and achievements in 2020.
- Employee Development for administrative support and resources for all training initiatives.
- City of Winnipeg Departmental Records Officers and Freedom of Information and Protection of Privacy Act Coordinators for their participation in records management and access to information and protection of privacy services.

Archives and Records Control Branch Staff (as at December 31, 2020)

City Records Manager/Archivist ..... Konrad Krahn
Access and Privacy Officer ..... Denise Jones
Access and Privacy Coordinator .... Chantel Fehr
Senior Records and Information Manager ..... Allan Neyedly
Records and Information Manager ... Scott Reid
Records and Information Manager ... Marta Dabros
Records Manager ..... Don Kroeker
Senior Archivist ..... Sarah Ramsden
Archivist ..... Martin Comeau
Digital Archivist ..... Jarad Buckwold
Storekeeper ..... Rosa Seo
Storekeeper ..... Lynne Foster

Departmental Records Contacts (as at December 31, 2020)

City Clerk's ..... Scott Reid
Community Services ..... Lea-Ann Miller
Planning, Property and Development ..... Pam Langstaff
Public Works ..... Shelly Smith
Transit ..... Rose LeBleu
Water and Waste ..... Amanda Linden
Winnipeg Civic Employees' Benefits Board ..... Rebecca Schramm
Winnipeg Police Service ..... N/A

FIPPA Coordinators (as at December 31, 2020)

Assessment and Taxation ..... Chrispin Ntungo
Audit ..... Access and Privacy Office
CAO ..... Access and Privacy Office
City Clerk's ..... Access and Privacy Office
Community Services ..... Pam Chaves
Corporate Support Services ..... Access and Privacy Office
Fire Paramedic Services ..... André Berard, Michelle Weimer
Legal Services ..... Harold Dick
Mayor's Office ..... Access and Privacy Office
Planning, Property and Development ..... Pam Langstaff
Public Works ..... Shelly Smith
Transit ..... Rose LeBleu
Water and Waste ..... Amanda Linden
Winnipeg Police Service ..... Kim Carswell, Shannon Hanlin, Colleen Chabot, Michele Trudel, Milan Patel, Monica De Castro
Winnipeg Parking Authority ..... Dan Locke

Winnipeg | City Clerk's Greffier

ONLINE TOOLS AND DIGITAL EXHIBITS

winnipeg.ca/clerks/toc/archives.stm

WINNIPEG IN FOCUS

Winnipeg in FOCUS is a database for archival descriptions and digital collections at the City of Winnipeg Archives. Users can search and browse holdings at the City of Winnipeg Archives and view digital reproductions of photographs and other archival records.

Pathways To Winnipeg History

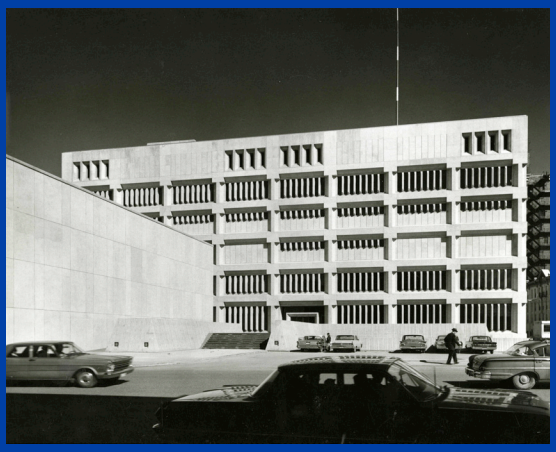
Pathways exhibits contain images of primary documents and photographs that capture the tone and flavour of Winnipeg's early years. Exhibits are:

- Women and Work
- Staff Favourites
- Milk Matters*
- More than the Sum of its Parts
- The Emergent City*
- Typhoid!*
- An Act of Imagination*

** Includes curriculum-based educational tools for Grades 9, 10 and 11, as well as puzzles and games for students of all ages.*

SOUVENIRS

Three short films created by filmmaker Paula Kelly during a six month artist residency at the City of Winnipeg Archives, funded by the Winnipeg Arts Council's Public Art Program. Films are: *Sand and Stone, Watermarks, Waiting for the Parade*



Public Safety Building, 1964. Photo by Henry Kalen.



Float celebrating Municipal Hospitals and featured in Winnipeg's 50th anniversary parade, July 18, 1924.



Chinese Lion Dancers at Winnipeg's 75th anniversary parade, June 6, 1949.