

*City of Coquitlam*

# ARCHIVES

Annual Report **2024**



Coquitlam



*We acknowledge with gratitude and respect that the name Coquitlam was derived from the hən̓q̓əmi̓nəm̓ (HUN-kuh-MEE-num) word kwikwə́łəm (kwee-KWET-lum) meaning “Red Fish Up the River”. The City is honoured to be located on the kwikwə́łəm traditional and ancestral lands, including those parts that were historically shared with the ǵícáý (kat-zee), and other Coast Salish Peoples.*

A hand holding a magnifying glass over a film strip with historical photos. The film strip shows various scenes, including a car and a building. The background is a light, textured surface.

*City of Coquitlam*

# ARCHIVES

Annual Report 2024

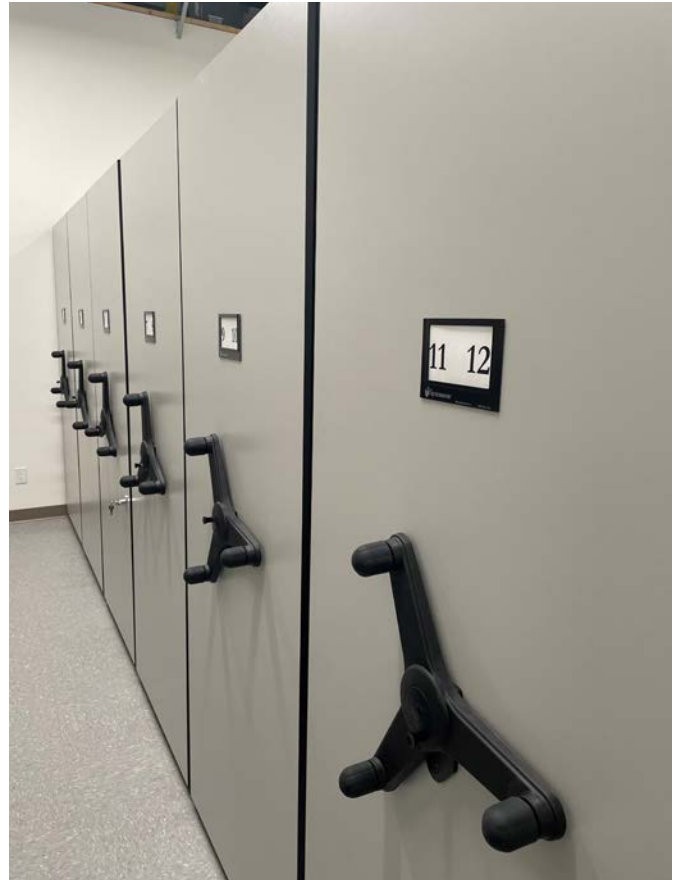
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**Cover:**  
Sikh millworker  
at Fraser Mills  
Coquitlam Heritage  
Society Collection  
(C4-S01-SS3-F01-  
MH.2011.3.2)

**Above:** Cover of the  
Fraser Mills Accident  
Logbook

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## City of Coquitlam Archives Team

**City Archivist:** Jamie Sanford

**Archives and Records Officers:** Leah Rae (Archives Focus)  
Kristin Simmons (Records Focus)

**Above:** Archival  
Vault – City  
Archives

The City of Coquitlam Archives was founded in 2013, with the mandate to preserve and make accessible the records of enduring value of the City of Coquitlam and its predecessor administrative bodies. The Archives also acquires, preserves, and makes accessible the records of businesses, organizations, and private individuals that are of significance to the municipality and deemed worthy of long-term preservation. Archives staff continue to ensure these records are preserved so that future researchers, historians, or anyone interested in the story of Coquitlam can access these valuable community resources.

# Introduction

The City of Coquitlam Archives saw tremendous growth and development in 2024.

This year was a productive one as Archives staff digitized thousands of photographs and textual records as new descriptions were added to the Archives' online search portal, Quest. For the second year running, the Archives hosted a student intern to assist with a significant multi-year digitization project.


Throughout 2024, the Archives acquired new and interesting records from the City and the community as our permanent holdings continued to expand at a significant rate. The Archives vault is beginning to reach capacity.

Outreach activities included speaking engagements with community partners as well as an exhibit. A series of popular online exhibits highlighted the records in our holdings as well as social media posts focused on archives projects and community engagement. With every passing year, the City Archives has become an integral part of the City administration and the Coquitlam Community.

All of this vital work ensures that the City of Coquitlam's documentary heritage is captured and made accessible for present and future generations.

**This page:** City of Coquitlam Archives on Pinetree Way, Entrance

# Exhibits



**Fraser Mills collection → Accidents 1923**

ITEM

IDENTIFIER:  
2023\_27\_01\_028

REPOSITORY  
The City of Coquitlam Archives

REPOSITORY WEB SITE  
<https://www.coquitlam.ca/683/City-Archives>

DATE  
1923;Date(s) of creation

EXTENT  
1 p. of textual records

FORMAT  
textual record

DESCRIPTION  
Page from the accident report book for the Canadian Western Lumber Company Ltd. Page includes name of worker injured, date of injury, and injury type. South Asian names included are: Eser Singh.

SHARE

DOWNLOAD AS PDF



**Top left:** SACDA Website showing Fraser Mills Logbook

**Top right:** Police Car with Emeri Pare – 1922 – MH.2011.3.12

**Bottom left:** Don Cunnings at gymnastics event Como Lake Gym – Don Cunnings fonds (F12.495)

## Online Exhibits

The Archives continued with its series of online exhibits in 2024 to showcase the City's holdings and explore and celebrate various aspects of Coquitlam's history. The exhibits were highlighted on the City's social media channels and were featured in the Tri-City News and Tri-Cities Dispatch, both local, online news publications.

The first online exhibit of the year: *Fraser Mills Logbook Illuminates South Asian Millworkers* was prepared by City Archivist, Jamie Sanford. The exhibit showcased the recent collaboration with the South Asian Digital Archives. The exhibit served to remind residents about the rich and vibrant South Asian culture that once existed in the Fraser Mills neighbourhood.

The second exhibit of the year, *Don Cunnings: City Champion*, was prepared by Archives and Records Officer, Leah Rae. The web exhibit focused on a recent large donation from Ian Cunnings, Don Cunnings' son. Don Cunnings, served as Coquitlam's first Parks and Recreation director, working for the city for nearly forty years, and had a profound impact on the lives of Coquitlam's citizens.

The final exhibit of the year, *Emeri Paré's Police Logbooks*, was prepared by City Archivist, Jamie Sanford. The exhibit offered a fascinating look at daily life in Coquitlam during the First World War. It explored unique archival records revealing forgotten stories from a bygone era.



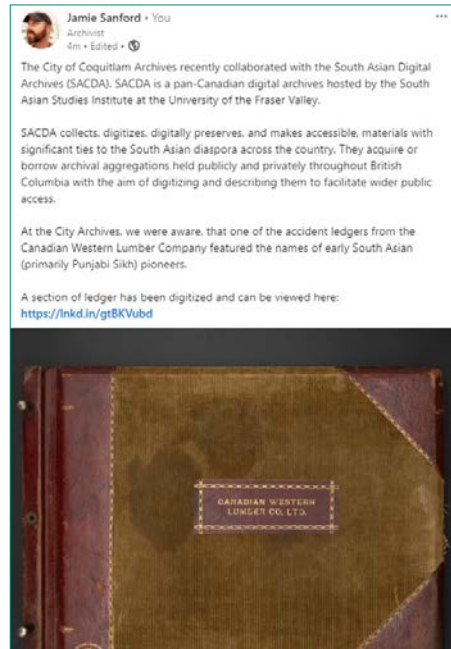
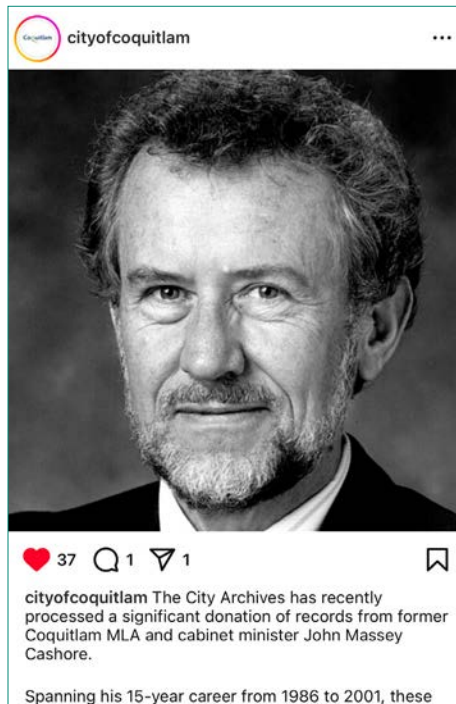
**Left:** Coquitlam Heritage Staff – Markus Fahrner and Colton Ensen – in front of the *Dogs of Coquitlam* Exhibit.

## Physical Exhibits

During the summer, Coquitlam Archives collaborated with Coquitlam Heritage on a playful exhibit, *The Dogs of Coquitlam*. The exhibit coincided with the Dog Days of Summer Event. The exhibit will be on display at the Archives until the spring of 2025 so please come by and visit.



## Social Media



### Top left to right: Social media posts:

- John Cashore fonds
- Remembrance Day featuring Ron Moyes

### Bottom left to right: Social media posts:

- Ray Gareau fonds processed
- South Asian Digital Archives project

This year Archives staff used the City's social media channels to great effect. Posts were made on Facebook, Instagram and X (Twitter), and LinkedIn to inform, educate and entertain. Posts on these social media channels engage both City staff and the public and highlight the City's archival holdings.

## Archivist Talk: City Archives Uncovered



**Wednesday, May 8 | 6:30–7:30 pm**  
**City Centre Branch | Room 127**

Local history lovers—join us to uncover the magic behind the City Archives! City Archivist Jamie Sanford will describe how the history of Coquitlam and its residents is documented for future generations. He will also provide an overview of the archives collections and discuss popular research topics.

*Presented in partnership with the City of Coquitlam Archives.*

**Registration:** Scan the QR code or visit [coquitlam.libnet.info/event/10424881](http://coquitlam.libnet.info/event/10424881)




Speaker - BCGS Members Meeting

10 July 2024



**Jamie Sanford, City of Coquitlam Archivist**

For Local History lovers! Join us to uncover the magic behind the City Archives! Join City Archivist Jamie Sanford for an Archivist Talk. He will provide an overview of the Coquitlam Archives collections and introduce the services and work Archives does to ensure that the history of Coquitlam and Coquitlamites is well documented for future generations.

Jamie will also discuss some of the most popular research topics including what records might be of interest to genealogists.

### Community Engagements

The City Archivist, Jamie Sanford, presented a well-attended event at the City Centre Library branch in May, “Archivist Talk, City Archives Uncovered”. In June, he delivered a presentation on Genealogy to the BC Genealogical society providing an overview on the City Archives and highlighting records of particular interest to genealogists. In November, he moderated a session, “Lights, Camera, Digitization! A Small Museum’s Approach to Digitization,” as part of Archives Awareness week.

**Left:** Archivist talk at the City Centre Library Branch

**Right:** BCGS meeting with the City Archivist presenting

**Bottom:** Archivist Talk at the City Centre Library



**Right:** Kristin Simmons and Leah Rae staffing the Archives Booth at the Canada Day Celebrations at Lafarge Lake



## Tours and Events

- In the spring, the City Archivist provided tours of the Archives for staff from the City’s planning department.
- In July, Archives staff hosted a booth at the annual Canada Day Celebrations at Lafarge Lake.

## Impact in the Community

Coquitlam’s archival collections are increasingly in-demand within the community, with usage permissions received by an array of community partners. Here is a small selection of some of the projects that featured archival records from the City of Coquitlam Archives.

- Coquitlam Heritage are frequent users of the Archives, and this year used numerous archival photographs in several exhibits and on their website.
- Tri-City News reporters used the Archives’ newspaper collections throughout the year for the popular weekly *Headlines from the Past* series.
- Archival photographs were provided for a publication: *Ever a Nurse: The Story of Lil Sheehan* by Catherine A. Floe.

## Outreach



- Archival photographs were used by PoCo Heritage in their Exhibit, *Crime, Fines, and Hard Times*.
- Archival records were used in a PhD Thesis by a senior doctoral student at the University of Toronto, Women & Gender Studies Institute.
- Archival photographs were featured on the Office of the Commissioner of Official Languages of Canada website.
- Archival photographs featuring scenes of Fraser Mills were requested by the Beedie Group for use on decorative wraps.

**Top left:** Finn Donnelly Swimming the Fraser River

**Top right:** New Pedestrian Bridge

**Bottom left:** Soap Box Racer

**Bottom right:** Welcome Home Patrick

# Acquisition Highlights



**Left to right:**  
 Riverview Horticultural Centre Society donation

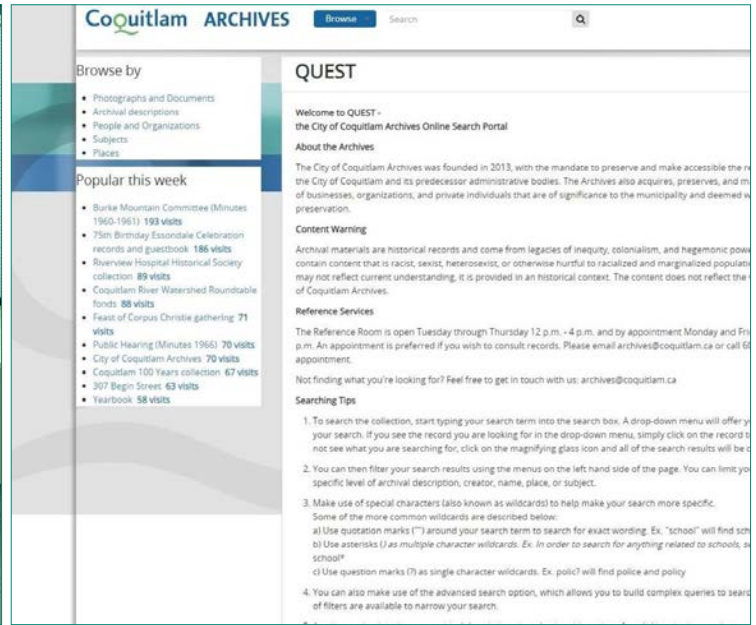
Large framed graduating class photos from the School of Psychiatric Nursing

Burquitlam Lion's Care Center Gala, Terry O'Neill fonds, F58-001

ArtsConnect Donation

- Accrual to the Riverview Horticultural Centre Society**  
 The Archives was pleased to receive a significant donation from the Riverview Horticultural Centre Society consisting of photographs, minutes, and research materials.
- The John Cashore fonds**  
 The Archives was happy to receive a donation from the former Coquitlam MLA John Cashore. The records documenting his time as an MLA and Cabinet Minister in Coquitlam-Maillardville.
- The Terry O'Neill fonds**  
 The Archives received a welcome donation of digital photographs and textual materials from former Coquitlam Councillor and Journalist Terry O'Neill.
- The Finn Donnelly fonds**  
 This Archives was happy to receive a large donation from former Coquitlam Councillor, M.P. and M.L.A Finn Donnelly. The records document his political career and his environmental marathon swims.
- Accrual to the Riverview Historical Hospital Society fonds**  
 Archives staff facilitated this large transfer of School of Psychiatric Nursing Framed Graduating Class Photographs from storage at Poirier Community Centre.
- Accrual to the Tri-City News fonds**  
 The Archives was pleased to accept the donation of the final print and bound volumes (2023) of the Tri-City News.
- Accrual to the Don Cunnings fonds**  
 The Archives received a large donation from Don Cunnings' son, Ian. Don was the longtime director of Parks and Recreation director, and the incredible work he did for the City of Coquitlam is documented in this donation. Sadly, Don passed away in 2024.
- Accrual to the ArtsConnect fonds**  
 The Archives received a substantial donation from the reinvigorated ArtsConnect. The donation is comprised of 4 metres of textual records and photographs.

# Reference Services



The City of Coquitlam Archives provides online access to digital content and descriptions of holdings through Quest, the Archives online search portal. New content is continually being added as the Archives' holdings grow.

**Left:** Reference Room

**Right:** Quest – the Archives database

In 2024, Quest traffic increased by 55%. Since its inception, Quest has been viewed by 86,226 total users. In 2024, Quest received 29,484 views from users, who viewed 4.94 pages per session. Apart from Canada, users came from the United States, China, Singapore, Hong Kong, United Kingdom, Ireland, Philippines, Australia and Japan.

Also in 2024, members of the public and City staff made 135 reference requests and the Archives welcomed 43 researchers to review archival material at the Archives. The Archives was open for drop-ins Tuesday to Thursday 12 – 4 p.m.

# Arrangement and Description



**Left:** Norman and Gary Coté, Gary Coté fonds (F53.01)

**Right:** John Cashore MLA and Pauline Jewett MP at the opening of constituency office, John Cashore fonds (F59.08)

2024 was a busy year for donations—15 separate accessions were received and 4,000 archival descriptions were added to Quest.

Arrangement and description is a core activity for the Archives. It is the stage where the materials are brought under intellectual and physical control for the purposes of providing future access. This involves determining appropriate levels of description, establishing intellectual arrangement and creating finding aids.

The following fonds and collections were arranged and described in 2024 in the order as listed, and are available in Quest:

- Terry O'Neill fonds
- John Cashore fonds
- Gary Cote fonds
- Accrual to the Hoy Scott Watershed fonds – Annual Minutes
- William Ostenstad Collection
- Lorraine Murphy fonds
- Multiple accruals to the City of Coquitlam fonds including records from the Parks, Recreation, Culture and Facilities Department, the Engineering and Public Works Department, and the City Clerk' Office Division
- Accrual to the Riverview Horticultural Society fonds

# Digitization



Throughout 2024, staff continued to digitize textual records and photographs from the holdings and upload to Quest so they are accessible for researchers wherever they might be located.

For the second year running, the Archives secured a work-study placement student, Jude Labelle, a student from the Library and Technology program at Langara College. With Archives staff assistance, Jude digitized, rehoused and described 800, 35-mm negatives from the Tri-City News fonds. This project is envisaged as an ongoing multi-year effort to digitize the remaining negatives.

This year the Archives completed a project with the South Asian Canadian Digital Archive . A section of the logbook can now be accessed at SACDA's website and on Quest. The project was a great success and was subject to much local media coverage.

## **In a new light: Archive emphasizes South Asian history in Fraser Mills**

Revelation comes as the City of Coquitlam starts development plans in waterfront community

BY JOSH KOZELJ • COQUITLAM HISTORY • JULY 25, 2024

[Tri Cities Dispatch coverage of South Asian Project](#)

Records from the following collections and fonds were digitized in 2024 in the order as listed:

- Tri-City News fonds (800 images)
- Gary Cote fonds
- Lorrain Murphy fonds
- William Ostenstad fonds
- Don Cunning fonds (ongoing)
- Shirley Hannah fonds
- City of Coquitlam fonds – records from multiple series

**Left:** Student Intern, Jude Labelle, digitizing negatives from the Tri-City News fonds

**Middle top:** Lorraine Murphy, Lorraine Murphy fonds (F60.002)

**Middle bottom:** Postcard of First World War soldiers, 1918, William Ostenstad Collection (F57.001)

**Right:** Punjabi Poet from Coquitlam, 1991, Tri City News fonds (F13.404)



# Plan for 2025

## Acquisitions

- Continuing to work with community groups to promote the transfer of diverse archival records
- Continuing to work with City Clerk's Office to identify and transfer City records with archival value

## Preservation

- Identifying and digitizing collections with preservation concerns
- Assessing and addressing the conservation needs of the holdings

## Access

- Digitizing records and making them available online via Quest
- Working with students on digitization projects
- Continuing to accession new donations
- Continuing to provide reference services to the public and City staff
- Continuing to arrange and describe archival holdings

## Outreach

- Producing online exhibits that highlight the Archives' work and archival collections
- Continuing and further enhancing the Archives' social media presence
- Pursuing meaningful outreach projects with diverse community partners





# Coquitlam

City of Coquitlam Archives

1171 Pinetree Way  
Coquitlam, B.C., V3B 7N2

     | [coquitlam.ca/CityArchives](https://coquitlam.ca/CityArchives)