



Province of
British Columbia

Ministry of Provincial
Secretary and
Government Services

Annual Report 1980

for the calendar year
ending December 31, 1980

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Victoria, B.C., June 1, 1981

To His Honour the Lieutenant-Governor of the
Province of British Columbia.

MAY IT PLEASE YOUR HONOUR:

I have the honour, sir, to submit herewith the
report of the Ministry of the Provincial Secretary
and Government Services, for ministry programs
under the jurisdiction of the Deputy Provincial
Secretary, for the 1980 calendar year.

I have the honour to be,
Sir,
Your most obedient servant.

EVAN M. WOLFE
Minister



Victoria, B.C., June 1, 1981

The Honourable Evan M. Wolfe,
Provincial Secretary and Minister
of Government Services.

SIR: I have the honour to submit the annual
report for the programs of the Ministry of
Provincial Secretary and Government Services,
for the year ended December 31, 1980.

IAN THOMSON
Deputy Provincial Secretary and
Deputy Minister of Government Services



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Province of British Columbia

Ministry of
Provincial Secretary
and
Government Services

Government Services

Building Services Branch
Elections Branch
The Legislative Library
Central Microfilm Services
B.C. Lotteries Branch
Postal Branch
Queen's Printer
Robson Square Media Centre

Building Services

During 1980, the Building Services Branch was engaged, primarily, in restoration work in the Legislative Buildings. This, and other projects, were undertaken with the assistance of the ministry's Heritage Conservation Branch.

Some 200 projects including approximately 40 service requests from the British Columbia Buildings Corporation, were completed in the past year.

Areas of work in 1980 included the completion of storage areas; new ministry accommodation; a new entrance and lounge area for the handicapped; grounds lighting at the rear of the precinct; construction of matching and design furniture; re-tiling the floors in the east and west second floor corridors; refurbishing carved doors and repairing stained glass. Four restrooms were restored and made accessible to the handicapped.

The branch was involved again in the past year in a variety of heritage projects, including Craigflower School, the Emanuel Synagogue, and Emily Carr House.

British Columbia Elections Branch

The purpose of the Elections Branch is to provide timely and efficient administration of all provincial elections, by-elections, plebiscites, and, if applicable, enumerations. The registration of provincial voters, the preparation of an accurate voters list and the total application and enforcement of the *Election Act* are of equal importance.

Among the various programs implemented or designed during 1980, were:

- public awareness program;
- training of election officials;
- preparation of training documents;
- improved registration process and timing;
- updating equipment used in the preparation of voters lists;
- schedule of activities for election officials;
- tariff of fees of election officials;
- workshops for political parties;
- reorganization, including office consolidation and the appointment of a Personnel and Finance Administrator;
- polling divisions—size reductions.

The year was one of transition for the British Columbia Elections Branch. Harry Goldberg, the new Chief Electoral Officer was appointed, the branch undertook a province-wide program of equipment overhaul and maintenance, made plans for the training of election officials and began the preparation of training guides.

A reorganization of the Chief Electoral Office and the Registrars of Voters offices was completed.

Work began to reduce the size of many Provincial Polling Divisions.

The branch continued its support of the Legislative Internship Program by meeting with the interns to discuss provincial election administration matters.

October was highlighted by the visits of George Irwin, Deputy Chief Electoral Officer of Alberta, and the Nova Scotia Select Committee on Elections Matters.



Legislative Library

The Legislative Library operates under the authority of the *Legislative Library Act* to provide a full reference library service to the Members of the Legislative Assembly.

Members, caucus research staffs, Legislative Assembly officials, press gallery members have priority in the services provided. As long as there is no conflict and time is available, employees of the provincial public service may also use the services for work-related needs.

The resources of the library are available to the public either by inter-library loan or (when the Legislative Assembly is not sitting) by direct service. Special arrangements for limited student access have been made with the McPherson Library, University of Victoria.

In addition to its statutory obligation of providing reference service for the Legislative Assembly, the library is also required, under cabinet directive, to supply official bibliographical data for all provincial government's publications.

Government Publications

In order to improve the bibliographical control of British Columbia government publications, the Executive Council approved a cabinet directive on August 18, providing for the deposit of published material in the Legislative Library and for the cataloguing, prior to printing, of all items intended for public distribution.

The result of the decision was a nominal increase in the number of published items received by the library from government ministries, a consequent improvement in the coverage of the *Monthly Checklist of British Columbia Government Publications*, and a marked increase in the amount of material submitted for pre-publication cataloguing.

The formal agreement with the National Library of Canada, under which the Legislative Library is delegated as the sole agent to provide cataloguing data for British Columbia government publications, was renewed in May for a further three years.

A major development is the expansion of the program to include serial and periodical publications. The provision of Cataloguing in Publication (CIP) data for this type of publication is a pioneering step. The Legislative Library of British Columbia is believed to be the first agency, possibly in all North America, to expand the cataloguing into this area. Because of the widespread use of the periodical material and the necessity of making it easier for research workers to locate information, the library felt it is important that this material be included in the program.

Monthly Checklist of British Columbia Publications

Much of the manual work of processing and distributing the checklist was removed from the library staff during the year. The Queen's Printer

now processes a print-ready copy and prepares it for mailing which is now completed by the Postal Branch. Further improvement is expected from a plan to automate list compilation.

Reference Service

High demand for reference service continued. The number of enquiries rose over 12 per cent. In its fourth year, the computer-assisted on-line reference service continued to grow. The number of searches almost doubled from the previous year, a trend that is expected to continue.

Cataloguing

The long-term benefits anticipated in an evaluation of the University of Toronto Library Automation Services computer-based cataloguing support system early in the year warranted a final commitment to automated cataloguing. The card catalogue was closed and Computer Output Microfiche catalogue is now relied on for access to all currently catalogued material.

Cataloguing service from the Legislative Library for other provincial government libraries ended March 31. The service was phased out during 1979, with most libraries taking over their own cataloguing before March 13. The time gained from phasing out the service made it possible to expand the CIP program, without increasing the cataloguing staff.

Prices

One of the most serious problems facing the library has been the massive increase in book and subscription prices. Since 1979, prices in the United States and in the United Kingdom have risen 300 to 400 per cent and more in Canada because of the decline in the value of the Canadian dollar. Prices in the past year

again rose 20 to 35 per cent and no end, or even slackening of the rise, is in sight.

In addition to inflationary prices, the library faced having to pay substantial prices for material that formerly was received at little or no charge. Except for the annual Statutes, no United Kingdom publications are now provided free.

Central Microfilm Services Branch

The Central Microfilm Services Branch provides microfilm services and supplies to all ministries of the provincial government.

A general assessment of ministries' records for microfilming is made and rationale for sound microfilm practices is explained to ministry personnel before beginning production of a project.

Central Microfilm Services tests and evaluates equipment and materials to determine the most cost-effective products on the market. The technician in charge also has the responsibility to monitor the responsiveness and efficiency of manufacturers' maintenance representatives.

In 1980, the Motor Vehicle Branch of the Ministry of Transportation and Highways continued to

lead all microfilm projects in production. Central Microfilm Services began supporting Motor Vehicles Branch projects on site in 1967. It provides a microfilm system integral to the computer system which allows rapid retrieval of driver information. This, in turn, provides support to municipal police departments, RCMP detachments, and courts throughout British Columbia.

Forecasting the cost of materials and supplies continued to be difficult in 1980, as world prices fluctuated. Because of their high silver content, photographic materials (film and paper) reached record prices as world metal values rose.

The highlight of Central Microfilm Services activities was the acquisition of sophisticated testing equipment to complement the support services provided to Treasury Board and Purchasing Commission. Laboratory technicians were hired to clinically test and evaluate microfilm equipment and supplies and to offer cost-effective alternatives. In addition, these technicians measured residue of chemicals on processed film to assure long life expectancy of microfilmed government records.

Comparison List of Services

	1979	1980
Searches	8,849	8,517
Prints	23,776	19,633
Cartridges	3,050	2,881
Computer Paper	38,500	30,000
Jackets	112,970	32,475
Copy Film	472,975	342,600
Aperture Cards	110,305	67,084
Processed Film	2,178,850	2,002,325
Exposures	12,637,238	9,192,822

Lottery Branch

In 1980, lottery sales were brisk with improved sales in Express tickets. A third lottery ticket was introduced at a retail value of \$10 and gained reasonable success.

The approximate 250 non-profit organizations that distribute lottery tickets saw further improvements in lottery services. The number of banking days increased to 15 and a general relaxing of buy-backs for Express, Provincial, and Super Loto tickets permitted them to return unsold tickets by the deadline dates rather than absorb the cost.

The implementation of a cushion bank system provided quicker access through small reserves of tickets at 12 locations throughout the province. The policy and procedure manual was revised to update the lottery activity and report requirements.

Interest in lottery tickets was increased with periodic bonus draws in the Express, Provincial and Super Loto tickets.

A new retailers' prize award system for selling Express tickets was introduced. One hundred and twenty eligible retailers won prizes totalling \$6,000 in random drawings which provided an equal opportunity for each retailer. A listing of retailer prizes is distributed periodically.

Lottery ticket sales are enhanced by the distribution of news releases announcing winners in British Columbia.

The use of lottery funds in the province is disclosed in a quarterly list of grant recipients. These grants and the worthwhile projects of the non-profit organizations which distribute lottery tickets, encourage awareness of the purpose served by lotteries.

The funds earned by non-profit organizations through ticket sales help retarded and handicapped children, disabled veterans, senior citizens and help purchase musical instruments and uniforms, costumes and special buses for the handicapped. These funds also assist many minor sport programs.

Non-profit organizations also conducted bingos, ticket lotteries, and casino nights under license.

There were two major game changes introduced during the latter part of 1980, in Provincial and Super Loto tickets. These changes are highlighted as follows:

Provincial

- weekly draws
- tickets eligible for five consecutive draws
- one number drawn each Friday
- main prize of \$500,000
- all tickets are mixed and pouched
- instant cheque or free tickets may be included in pouches

Super Loto

- monthly draws
- ten numbers drawn for a mix of prizes
- main prize of \$1 million
- all tickets are mixed and pouched
- free tickets included in pouches
- instant scratch game winners

Postal Branch

In the five years prior to 1980, mail volume processed by the Postal Branch increased by an average of 15 per cent per year. This trend was broken in 1980, when the branch processed a total 43,653,000 pieces of mail, an increase of 9,605,000 pieces or 29 per cent.

Priority Post, a system of the despatch and receipt of mails unique to this government, continued to grow. The Postal Branch processes a monthly total exceeding 15 770 kg (17 tons). Despite growing pains Priority Post's acceptance rate throughout the province exceeds 97 per cent.



Satellite Offices

To cope with the increased number of government offices in the Prince George area the branch opened two satellite offices, staffed by Postal Branch personnel. Service is increasing every week, in both offices.

In March of 1980, the postal branch hosted a two-day seminar titled *Government Mail Services* to share developments in postal services with other jurisdictions: Manitoba, Saskatchewan, Alberta, Yukon Territory and

Northwest Territories sent representatives. Marketing officers from Canada Post were also in attendance.

Bill C-42, a bill changing Canada Post to a Crown Corporation, will be considered by parliament in Ottawa in 1981. Creation of this corporation would bring about major changes in mail handling operations in Canada Post, and the Postal Branch will have to respond.

Total Volumes—Victoria and Vancouver Only

Year	Pieces Received	Pieces Dispatched
1974	6,717,151	15,618,026
*1975	6,422,642	13,177,291
1976	9,943,404	13,637,814
1977	11,747,147	19,973,323
**1978	10,867,884	20,204,025
1979	11,070,441	24,277,427
1980	13,220,155	29,631,081

* (Postal Strike eight weeks)

** (Postal Disruptions in September and October)

Queen's Printer

The Queen's Printer exists to meet the printing and stationery needs of the Legislative Assembly and government ministries and agencies in the most effective manner, providing necessary quality and required services at the lowest cost. The Queen's Printer also performs assigned publishing functions.

In 1980, the Queen's Printer increased its volume and efficiency. Volume increased by one-third to almost \$20 million. Considerable reorganization and staffing brought significant improvements to virtually all operational and administrative areas. An important advance was the application of the supply management concept to the product areas of printing, stationery and publications.

In-House Printing

Extensive changes took place in the printing plant. A copy centre was opened to provide an instant response to short lead-time jobs.

The Queen's Printer almost totally phased out hot metal composition and letterpress printing in 1980. A new computerized composition system was installed to permit the Queen's Printer to respond to the extensive demands of its customers. This system can eliminate a lot of duplicated work by accepting word-processor output by telephone line or floppy disc.

New press and associated equipment were installed, emphasizing machinery that could produce work with a short lead-time. This emphasis will continue.

Automated bindery equipment and improved work-flow methods were introduced to the bindery.

New standards, order processing systems and production controls were implemented to provide improved service to customers. Some 17,000 orders worth \$4 million were processed.

The plant produced the Revised Statutes, Budget papers and various important reports in addition to its regular publishing duties. On the negative side, some material used in the production of government bonds was stolen from the Queen's Printer. Legal proceedings are now in process.

Contracted Printing

About two-thirds (by value) of the printing directed to the Queen's Printer is contracted out to B.C. printers. In doing this, the Queen's Printer endeavours to:

- achieve maximum savings to customers by the application of purchasing and printing expertise;
- provide maximum opportunities for interested B.C. printers to compete for government printing business.

These efforts are definitely succeeding. During 1980, the Queen's Printer improved service and saved many thousands of dollars in contracted printing through:

- technical advice to customers which enabled less costly material and production processes to be used;
- standing offer agreements for instant printing by selected commercial suppliers in Vancouver;
- expanded competitive bidding on fine paper previously purchased on a rotation basis.

Many systems and procedures improvements were introduced to bring better service. The Queen's Printer sought to make all government printing purchases. During 1980, some 4,500 requisitions valued at \$8 million were contracted to commercial printers.

Stationery

In 1980, the Queen's Printer processed more than 41,000 requisitions for stationery, valued at over \$7 million. Marked improvements in service and significant savings were obtained through supply management techniques which resulted in more competitive purchasing practices.

Plans were made to move the Stationery Stores Department to a more appropriate warehouse. Further savings through bulk buying are expected and the printing plant layout may now be changed for a more efficient work flow.

Queen's Printer Publications

The Queen's Printer Publications Department satisfied more than 23,500 requests for publications, from the general public, law firms and government customers in 1980. The value of the publications sold was approximately \$1 million.

Plans have been developed to move Queen's Printer Publications to provide easier public access.

Accounting Structure

One of the major improvements in 1980 was the creation of a separate accounting group within the Queen's Printer organization, the Financial Services Section to satisfy the need brought about by the exponential growth during recent years.

The Queen's Printer is revenue-dependent with most expenses being paid for by income from operations. This involves complex cost accounting for the internal printing operation, establishing selling prices for stationery and publications, pricing and processing some 10,000 requisitions and arranging for the payment of 30,000 invoices from suppliers.

The new Financial Services Section has greatly improved accounting efficiency and effectiveness. Some \$20,000 worth of invoice discounts were realized as the result of a more rapid processing of invoices.

Systems and Procedures

The progress just noted was accompanied, and to a large degree made possible, by improved systems and procedures to permit the organization to meet its large workload.

This thrust will be continued in 1981 as efforts will be made to computerize appropriate business, accounting, and information systems.

A number of publications were prepared to assist customers and suppliers. A monthly Customer Information Bulletin was especially popular.

Robson Square Media Centre and Plaza

Robson Square Media Centre and Plaza located in Vancouver's central provincial government complex, is administered by the Ministry of the Provincial Secretary and Government Services.

The 50,000 square foot Media Centre includes two theatres, six meeting rooms and a large



exhibition space. It is open seven days a week from 8 a.m. to midnight. All activities are scheduled, coordinated and supervised by a permanent staff of three.

The variety of activities held in the media centre increased in the year. Displays in the exhibition area were divided among artistic, commercial, cultural and governmental. They included *Paradigm of Health* sponsored by UBC and the Ministry of Health; the *Discovery Fair* sponsored by the Ministry of Universities, Science and Communications; a display by leading



Canadian artists by the Canada Council Art Bank; and a festival of B.C. Indian Crafts and Arts by the Department of Northern Affairs.

Craft shows included *Celebration of Wood*, the B.C. Potters Guild and the Sculptures of B.C. General and specific interests were divided among chess championships, Wildlife Federation, and the B.C. Philatelic Society. All were very popular.

The cinema and theatre were used for a wide variety of activities: films, meetings, illustrated

lectures, seminars, drama, trials, investigations and music. Greek, Phillipino, French, Italian, Israeli, German, Ukranian and English were among the ethnic groups that met there.

Kiwanis music contestants, Purcell String Quartet, the Canadian Music Competitions, the Vancouver City Choristers, the India Music Society, and guitarists Michael Strutt and Alan Rinehart played to large audiences.

The meeting rooms, booked by as many as four and five groups a day, brought in revenue. They were used by university groups, government ministries, clubs and associations for seminars, meetings, interviews and news conferences.

The direction of the outdoor plaza at Robson Square was placed under the Ministry of the Provincial Secretary and Government Services in June 1980. During that summer there was noon-time entertainment for public. The Anna Wyman Dancers, a 30-piece Symhonic Winds group, local bands and visiting bands from as far away as Akron or Honolulu impressed visitors of all ages. On Friday evenings people danced to the big band sounds of Dal Richards and Roy Reynolds.

The versatility and adaptability of the design of Robson Square and the plaza is evident by its continuing use for the International Marathon. It is here the marathon organizers set up their headquarters, hold their registrations, and operate the race. The same space is used for the outdoor citizenship ceremonies on Canada Day.

During the year, communication with the public increased. In addition to the weekly newsletter to the media which receives tremendous response, there is now a monthly events calendar and a Friday night advertisement in the Vancouver Sun. The calendar is distributed through libraries, recreational centres and senior citizens' residences throughout the Lower Mainland.

Robson Square is a very popular destination for those in pursuit of the unusual (and the usual) in education, culture, art, music or entertainment.

Administration and Finance

Administration

Financial Services

Government House

Special Projects and Protocol

Indian Advisory Branch

Lottery Grants Branch

Personnel Services Branch

Information Services



Administrative Services

Appeals to the Lieutenant-Governor-in-Council

There were 63 appeals initiated in 1980, under a number of Acts: Fifty-two were under the *Motor Carrier Act*, five under the *Private Investigators Licensing Act*, three under the *Water Act*, and three under the *Pollution Control Act*.

Orders-In-Council

The recent trend of reducing the number of Orders-in-Council continued in 1980. In all, 2,899 orders were passed by the Lieutenant-Governor-in-Council compared with 3,259 in the previous year.

The resume of Orders-in-Council was prepared 53 times through the year, and distributed to approximately 1,200 individuals and organizations. Some 750 of these were sent to people who specifically requested the resume, while the remainder went to MLA's, the news media in British Columbia and government officials.

Great Seal

The Great Seal of the province was used 847 times in 1980 compared with 867 times in the previous year. The most frequent use (580 times) was, as usual, on Crown Grants under the *Land Act*. The seal was used 115 times on letters patent, 40 times under the *Provincial Court Act*, 91 times on proclamations, and 21 times on miscellaneous documents.

Financial Services

This division provides the financial services for the Ministry of Provincial Secretary, Legislation, Premier's Office, Intergovernmental Relations, Auditor General and Tourism.

Financial Services has a total of 28 employees and is divided into three distinct sections: Budget and Audit, Accounts, and Payroll.

Budget and Audit Section is responsible for the correlation of estimates, assists in the preparation of divisional budgets, monitors expenditures and audits the disbursement of grant funds.

Accounts Section is responsible for the preparation of expenditure and journal vouchers, the maintenance and control of contracts, and accounting for revenue.

Payroll Section is responsible for the preparation of all payroll data, and distribution of cheques.

Fiscal year 1980/81 was a year of significant change in location, organization, and responsibilities for this division. It moved from the Richard Blanshard Building to 239 Menzies Street, severed its relationship with the Ministry of Health, reorganized its staff according to Treasury Board guidelines and experienced its first year of zero base budgeting.

The first year of the division as a separate entity has required an internal restructuring of duties and staff responsibilities. A new position of assistant comptroller was added along with a continuing program to develop standardized accounting procedures throughout the ministry.

This program is still too new to completely assess its effectiveness. The procedures under this program conform with the requirements of the Comptroller General's Office and should provide an effective vehicle for a current record of all expenditures and commitments.

Government House

Government House is the official residence and the offices of His Honour the Lieutenant-Governor of British Columbia. As a centre of hospitality, many official functions are held in Government House. During 1980, over 16,000 guests attended luncheons, dinners, teas,

receptions, balls, garden parties, performances, tours, and presentation ceremonies.

On the occasion of the visit to British Columbia by His Royal Highness The Prince of Wales from March 31 to April 3, 1980, a Reception was held in Government House.

In late April and early May, Her Royal Highness Princess Alexandra was a guest in Government House.

Other distinguished visitors to Government House included Their Excellencies The Governor General of Canada and Mrs. Edward Schreyer.

His Honour Frank C. Lynch-Stanuton, Lieutenant-Governor of Alberta, was a guest in Government House on a brief, informal visit to British Columbia.

High Commissioners Barrie Graham Dexter of Australia, Dr. Gurdial Singh Dhillon of India, Mwabili Kisaka of Kenya, Edward Gale Latter of New Zealand, John Reginald Phelps Dumas of Trinidad and Tobago, and Lieutenant-General Peter Dingiswayo Zuze of Zambia were entertained, as were Ambassadors Dr. August Tarter of Austria, Wang Tung of The People's Republic of China, Yeshayahu Anug of Israel, Their Excellencies Giorgio Smoquina and Francesco Paulo Fulci of Italy, Soleiman Farah of Lebanon, John Joubert Becker of South Africa, Olivier Exchaquet of Switzerland, and Kenneth M. Curtis of the United States of America.

Consular Officers, stationed in British Columbia, and representing Australia, Austria, Bolivia, The People's Republic of China, Ecuador, The Federal Republic of Germany, India, Japan, Korea, New Zealand, Spain and Venezuela paid courtesy calls to the Lieutenant-Governor, as did the Consul-General for Spain in Montreal.

Other notable visitors were Councillor and Mrs. R. W. Forrester, Lord Mayor and Lady Mayoress of the City of Westminster (England), Councillor T. C. R. Legge, Chairman of the West Norfolk District Council (which includes King's Lynn, the

birthplace of Captain George Vancouver) and Mrs. Legge, Commissioner Douglas Bell of the Yukon Territory, and Mrs. Bell, and Dr. Lotta Hitschmanova, Executive Director of the Unitarian Service Committee of Canada.

Visitors representing the Bureau International des Expositions, and the International Joint Commission, were entertained, as were a group of American Chief Justices and a visiting group of South-East Asia parliamentarians. Delegates to the 20th Annual Regional Canadian Conference of the Commonwealth Parliamentary Association were also entertained in Government House.

Military visitors to Victoria from Australia, Japan, Korea and New Zealand were entertained, as were members of Course 34 National Defence College, and delegates to the Reunion of *H.M.C.S. Haida*.

Government House hosted a number of important Awards Ceremonies. On September 12, Miss Evelyn Margery Hinds was invested as a Member of the Order of Canada in the first such ceremony to be held in Government House.

Honours were awarded by the Queen's Venturers, Duke of Edinburgh Awards program, Children's International Summer Villages, The Royal Life Saving Society Canada, and the Most Venerable Order of St. John of Jerusalem.

Provincial Government employees received Continuous Service Awards at two consecutive evening ceremonies at which 290 employees received certificates recognizing 25 years' service, and 41 employees received gold watches for 35 years' service.

Government House guests were entertained by the traditional program of Christmas carols presented by the Victoria Citadel Band of the Salvation Army.

In 1980, 44 tours of Government House were conducted, affording more than 1,500 people,

primarily elementary and secondary school students, an opportunity to see the official residence of the Lieutenant-Governor. Six of the tours involved young people visiting British Columbia with the Open House Canada youth exchange.

Protocol and Special Services Division

The director of the Protocol and Special Services Division is responsible for giving advice to the provincial government on matters of protocol and precedence and for planning and executing visits to British Columbia by the Sovereign, members of the Royal Family, and Governor General, heads of state, high commissioners and ambassadors and other distinguished people.

The province was favoured with two Royal visits this year. His Royal Highness The Prince of Wales visited Vancouver and Victoria from March 31, to April 3. He toured Vancouver harbour and the University of British Columbia and, in his capacity as president of the International Council of United World Colleges, attended meetings at Lester B. Pearson College of the Pacific.

Her Royal Highness Princess Alexandra visited Victoria and Nanaimo from April 25 to May 4. As Colonel-in-Chief of The Canadian Scottish Regiment (Princess Mary's) she was kept busy with regimental activities.

Other distinguished visitors during the year included Their Excellencies the Right Honourable Edward Schreyer, Governor General of Canada, and Mrs. Schreyer. Their Excellencies invested Percy Williams with the Order of Canada and cruised in H.M.C.S. Kootenay in July, toured Victoria, Vancouver, Chilliwack, Cranbrook, Kimberley and Invermere in August, and invested Terry Fox with the Order of Canada in September.

Sixteen high commissioners and ambassadors visited the province during 1980.

Indian Advisory Branch

The primary objective of the Indian Advisory Branch is to:

- process applications to the First Citizens' Fund according to Ministry Policy and guidelines;
- co-ordinate meetings of the Advisory Committee, whose function it is to make recommendations on the applications; and
- carry out research and evaluation procedures.

The First Citizens' Fund was established under the *Surplus Appropriations Act* in 1969. A sum of \$25 million was set aside as a perpetual fund.

The fund supports projects that enhance the cultural, educational, economic, and recreational life of North American Indians who are residents of British Columbia.

The Branch processes applications to the fund and carries out on-site inspections of projects.

In 1980, there were four meetings of the Advisory Committee which reviews applications and makes recommendations to the government. There were 268 applications, totalling \$3,898,278 reviewed and of these the Committee recommended approval of 223 applications totalling \$1,831,953.

The staff of Indian Advisory Branch consists of a director, two project officers, and support staff of three.

During 1980, the staff became involved with Grants Administration in the implementation of a computerized system.

Lottery Grants Branch

The Lottery Grants Branch administers the distribution of proceeds brought in by lotteries in the province.

The principal objectives of the branch are to provide support for the advancement of the arts.

culture, recreation, sport, heritage conservation, and health care research in British Columbia; and to provide direct financial assistance to individual community projects consistent with the objects of the Western Canada Lottery Foundation which enhance the general welfare of the province's residents.

To meet these objectives, substantial amounts of money may be distributed through the Cultural Fund, the Physical Fitness and Amateur Sports Fund, the Heritage Trust, and the Health Care Research Foundation in individual grants.

The branch administers the direct grants program, designed to assist community projects not eligible for assistance from other government programs. It also provides the Travel Assistance grant program to help organized groups travel both in and out of the province.

Branch-run programs distributed approximately one-third of lottery proceeds, close to \$6 million

in 1980, while the other two-thirds were distributed through the other funds mentioned above.

The staff of seven: a director, three project officers, and three clerical assistants, dealt with an average of 286 applications a month during 1980, up 266 per cent over the previous year. Of these, 719 applications were for miscellaneous projects, and more than 2,700 were for travel assistance.

In all, 2,157 travel grants were approved for a total of \$796,627. Also, 258 projects grants, valued at \$4,936,280, were issued making an overall total of \$5,732,907 in direct grants from the Lottery Fund.

Direct grants in 1980 were less than one-third of the total in 1979 only because funds were distributed in that year that had accumulated in previous years, before direct grants were approved. In 1980, funds were distributed as they were earned.

Direct Grants to Groups

Size of Grant —Thousands of \$	Number of grants	%	Total amount of grants	%	Average grant amount
Under 10	148	56.6	\$ 467,049	9.5	\$ 3,155
10 — 25	66	25.8	1,039,012	21	15,743
25 — 50	26	10	872,430	17.7	33,555
50 — 100	11	4.5	758,589	15.4	68,963
100 — 500	6	2.5	1,132,500	22.9	188,750
Over 500	1	.4	666,700	13.5	666,700
Total	258	100	4,936,280	100	19,133

In 1980 most grants were less than \$10,000.



Personnel Services Branch

The Personnel Services Branch supplies personnel administration services to the Premier's Office, Ministry of Tourism, Ministry of Intergovernmental Relations, as well as the Ministry of Provincial Secretary and Government Services, excluding the Public Service Commission and the Government Employee Relations Bureau.

The branch coordinates and supervises labour relations, organizes, classifies, recruits, selects and trains staff and administers accident prevention on behalf of these client ministries.

The branch activities complement those of the Public Service Commission, Government Employee Relations Bureau, and Treasury Board Staff.

The following statistics for 1980 reflect services to all ministries:

- Appointment actions:
 - (a) Regular 201
 - (b) Auxiliary 497
 - Classification actions: (includes formal and informal reviews of new positions, redesignated positions, positions affected by reorganization, employee-requested reviews and auxiliary position reviews prior to appointment) 309
 - Formal grievance actions: 26
- There were no arbitration cases in 1980.

Information Services

The purpose of Information Services Branch is to provide informational support to each of the three departments of the ministry. More specifically, the branch provides information for the public on the programs and services of the Heritage, Cultural, and Recreation Branch; information for government employees on Government Services Department and information for employees of the ministry on Finance and Administration Department.

Implied in this function is the responsibility to ensure the highest possible standard in all information produced.

In May, an Information Services Director was hired and, with an overall budget of \$193,000, covering salaries and operating expenses, three basic goals were established:

- to provide technical and professional services to branches;
- to provide public and media relations for the minister and the ministry;
- to plan public information for ministry programs.

Information Services moved from the Government Services Department to Finance and Administration and assumed responsibility for the Legislative Tour Program and for the publishing of the monthly public service newsletter *Contact*.

A detailed account of the Legislative Tour Program for 1980 is given later.

To provide public and media relations, Information Services hired a public relations officer to plan and execute events to publicize the ministry's programs and services.

Legislative Tour Program

The past year was one of changes, additions, and improvements to the Tour Program.

In 1980, 153,955 people toured the Legislative Building on 6,347 guided tours. The number of tours given was the highest ever. More than 16,000 visitors were students from all over the province; many were students from other provinces in Canada. Many students tour the Legislative Building every year as part of their study of government.

In the interest of improving service to student groups, an information package was mailed to every school in the province at the beginning of the 1980 academic year. The package contained a letter from the Minister, copies of the new brochure on the Legislative Building, and a brochure on the Tour Program itself. A substantial increase in bookings followed.

Since May of 1980, the program expanded to include tours of Government House. Tours of Government House have rapidly increased in the past two or three years, and are expected to continue to increase in 1981.

The summer program started in May, with 12 guides going through an eight-day orientation period.

In 1980, tours were given in French, German, Spanish, Cantonese, Russian, Serbo-Croatian, Japanese and Italian, as well as English.

New uniforms consisting of a navy-blue blazer, grey skirts or slacks, and white shirts, have been ordered for the tour guides.

Culture, Heritage and Recreation

British Columbia Provincial Museum

Cultural Services

Heritage Conservation Branch

Library Services

Provincial Archives

Recreation and Fitness

Cultural Heritage Advisor



British Columbia Provincial Museum

Two dramatic events marked 1980 at the British Columbia Provincial Museum. First, on July 28, a fire destroyed the Haida House used by Indian Carvers in Thunderbird Park. It will be replaced in 1981. Second, the museum, in co-operation with the Department of External Affairs, sent a major exhibition of Northwest Coast native art to Great Britain. The exhibition was first shown at the prestigious Edinburgh Festival, then at the Cliffe Castle Museum in Keighley, Yorkshire. Staff who produced the catalogue for this show received an international award of excellence.

The new Natural History Gallery, which opened in December 1979, attracted an impressive increase in visitors. In 1980, 1,395,681 visited the museum, compared to 1,111,151 in 1979.

The Friends of the Provincial Museum continue to give their time, energy and expertise. There was a significant rise in membership in 1980 which approached 1,300 by year's end. The Friends maintain the records on some 270 volunteers doing 345 different tasks in the museum. They also sponsored 17 projects through the year, the largest being the preparation and production of the catalogue for *The Legacy* exhibit.

The museum has been involved directly with the Transport Collection in Richmond and the British Columbia Forest Museum in Duncan. The former is a vehicle collection owned by the Province. The Forest Museum collection is also owned by the Province but operated by a separate society assisted in several ways—including the services of a conservation technician for six months—by the Provincial Museum.

The Newcombe Auditorium program continues to be a success. Attendance reached 23,100 for the 122 events scheduled through the year. These ranged from major dramatic productions to lectures and film shows.

Archaeology

Good progress was made with the National Inventory during 1980. Twenty thousand new artifact records were brought to standard and 10,000 entered into the data entry processing programs through our remote terminal. Out of a total artifact collection of approximately 130,000 specimens there are currently 73,000 re-catalogued to national standards and either entered or ready to enter into the system.

In 1980, 58 batches of material comprising some 10,000 artifacts, plus other classes of data, were recorded by the division. A further 29 objects of collections passed through the division for identification, documentation, study and photography.

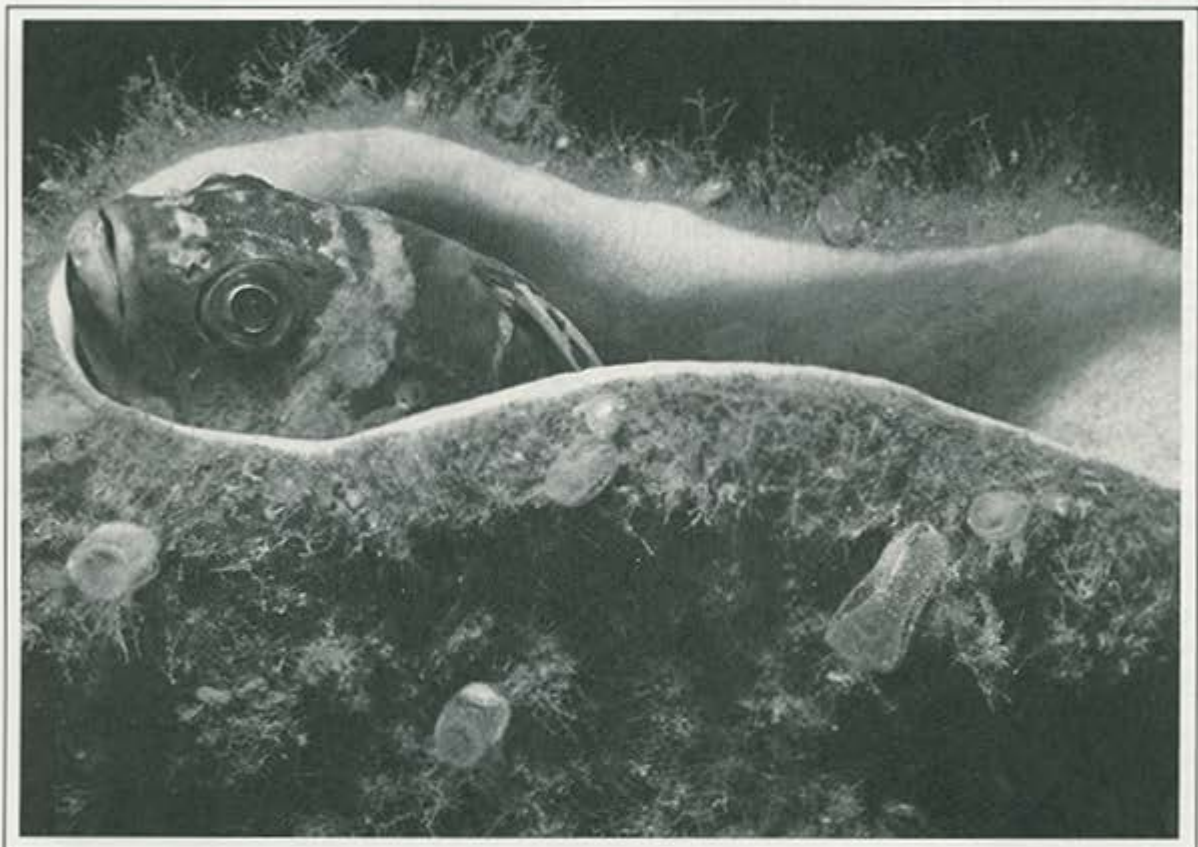
The special exhibition, (*Vessels of Power: Stone Bowls of the Northwest Coast*) prepared by division staff was shown in the Anthropology temporary exhibit gallery during the spring and summer.

Botany

Ten thousand specimens were added to the collection of 1980 making a total of 105,000 now in the herbarium. M. C. Melburn donated her herbarium of 2,000 specimens which are especially valuable for the Vancouver Island flora. Other major collections came from the Gulf Islands, the north coast, the central interior, the Yukon and Northwest Territories.

Over 300 species of indigenous British Columbia plants are under cultivation in the Native Plant Gardens, labelled for public display.

The Botany Division continued its service of identifying plants for the general public and outside agencies and the botanical illustrator continued work on the drawings for publications on the aster family, completing 125 for the *Senecioneae*, 80 for the *Astereae*, and 12 full-size and microscopic illustrations of fescue grasses.



Aquatic Zoology

Collecting and research activity consisted of:

- (1) a cruise of the museum's vessel *Nesika* around Vancouver Island to collect in previously unsampled areas;
- (2) a trip to the Kettle River area near Grand Forks, and a raft trip across the international boundary into Washington to determine the distribution of speckled dace, a fish reported to be threatened in British Columbia;
- (3) a survey aboard the University of Victoria's vessel *Strickland* to Belize Inlet, British Columbia;
- (4) a co-operative trip with the Vertebrate Zoology Division to the Haines cut-off in northwestern British Columbia;
- (5) a trip to Oregon to locate populations of gunnel *Pholis* to determine relationships with British Columbia populations and to throw more light on their ecology;
- (6) an invitation by the U.S. National Oceanic and Atmospheric Administration and the National Marine Fisheries Service to participate in a fisheries survey in the Aleutian Islands from which numerous valuable specimens were placed in the museum's collection; and
- (7) local trips to enlarge the photo collection of fresh-water fishes for a future handbook.

Conservation

The care and preservation of the museum's collections occupy most of the Conservation Division's time and energy. The preventative maintenance program has been aided by the installation of a Mohr Vacuum Fumigation Chamber. At the moment, ethylene oxide is used but experiments are in progress to see whether carbon dioxide or a plain vacuum will do as well.

The new exhibit *The Legacy* occupied two conservators for three months preparing artifacts and making travelling cases, not only for commissioned pieces but also for some of the prize objects from the collections of the Ethnology Division.

Our Conservation Analyst, Mrs. M. E. Florian, was given the signal honour of being invited to become a member of the Science Council of Canada.

Two well-known petroglyph sites—Cranbrook and Harewood Plains—were recorded and then, under our supervision, covered with earth to protect them. The Yen-Wo Society's Buddha, the oldest in Victoria, was consolidated after extensive fire damage; the Centennial Museum in Vancouver was advised on case and mount design for the *Look of Music* exhibit; a research project into dimensional stabilization of waterlogged wood and its treatment according to species of plant was successfully concluded. Also, basketry and wooden artifacts from the Pitt River site, found one metre below a level dated at 3,000 years old, were successfully stabilized.

Education and Extension Services

More than 63,000 visitors and 30 British Columbia communities participated in educational services.

Some 160 volunteer guides, more precisely called *docents*, donated over 10,000 hours of work to the museum in 1980.



Family workshops given by Education staff on Saturday mornings included "Owls," "Pond Life," "Whales," "Salish Weaving," "Continuing Traditions" (Christmas), "Wealth from the Ground," "Making Stone Tools" (with Tom Loy), Archaeology Division, and "Northwest Coast Art."

A number of docents, trained over the previous two years, gave tours for more than 50 adult groups. A small group started training in the fall to give tours on weekends.

Student guides in July and August gave tours for nearly 19,000 visitors including 326 French-speaking visitors.

The British Columbia Provincial Museum has one of the most intensive travelling exhibit programs in Canada. In 1980, six of these exhibits, and six from the National Museum of Canada, were circulated to 30 community museums in British Columbia.

Entomology

In 1980, emphasis was placed on the field collection of aquatic insects.



In addition to several thousand specimens of *Diptera* and *Orthoptera* from the University of British Columbia, major acquisitions included the Richard Guppy collection of beetles and moths shared with the University of British Columbia, the collection from the British Columbia Ministry of Agriculture in Summerland, the W. J. Merilees collection, and a fine series of dragonflies from W. E. Ricker. Other collections were received from Creston, Atlin, and the Queen Charlotte Islands.

Field trips were made to the Okanagan, the East Kootenays, the Queen Charlotte Islands and to Japan for the International Congress of Entomology.

Ethnology

The highlight of the year was a travelling exhibit entitled *The Legacy: Continuing Traditions of Canadian Northwest Coast Indian Art*, prepared as a feature exhibition for the Edinburgh International Festival. An illustrated catalogue was produced to accompany the exhibit, the cost of production being underwritten by the Friends of the Provincial Museum.

Senior carver Richard Hunt accompanied *The Legacy* exhibit to Edinburgh and completed a 15-foot totem pole which was presented to that city as a gift from the City of Vancouver.

Another travelling exhibit, *Quills, Beads and Threads: Athapaskan Decorative Art*, was also prepared by the division. This exhibit examined the use of these materials in decorating clothing and other utilitarian objects by British Columbia's Athapaskan speakers.

In 1980, a major portion of the ethnology collection was photographed in 35mm format as a record and for cataloguing. The demand for copies of ethnohistoric photographs increased as the division's holdings became more widely known. Increased public interest in native Indian art and culture has resulted in various agencies offering specialized tours of parts of the province in which staff, as instructors, have extended the museum's presence.

Exhibits

A major part of the Exhibits Division's work continues to be the maintenance of the permanent exhibits, including the first phase of the National History exhibit *Living Land: Living Sea* opened at the end of 1979.

The first exhibit most visitors see on approaching the Museum is *The Glass House*, the glass enclosure the width of the building, which now displays some of our best old totem poles together with explanatory panels. Where possible, each panel has a photo of the pole showing it in its original location.

The next phase of the Natural History exhibit includes the Underwater Biotic region. Considerable progress was made on the design of this exhibit and a model was completed to assist in the design process.

In collaboration with Queens University, a study on preservation methods continued.

Our designers and graphic artists were busy with *The Legacy* exhibit built for the Edinburgh Festival.

Linguistics

In 1980 the Linguistics Division received the finished manuscript of *The Thompson Language* by L. C. and M. T. Thompson. This volume describing the sounds and structure of one of the Interior Salish languages will be the first grammar to be published by the museum in a series of basic reference grammars of British Columbia native languages. As well, *Bella Coola Texts* by Philip Davis and Ross Saunders, edited by B. Efrat, was published in the museum's *Heritage Record Series*.

Both curators have given a number of popular talks, highlighted by a series on *The Native Languages of British Columbia* using contributions from several members of the Department of Linguistics from the University of Victoria. This series will soon be published by the British Columbia Provincial Museum.

Duplicates of a number of valuable tapes on British Columbia native language data, belonging to the National Museum of Man, Ottawa, were deposited in the division's tape collection.

The collections were further augmented by tapes and written data collected under contracts awarded to specialists researching native languages.

Modern History

The Modern History Division has focused its collecting and research efforts on the goods produced in British Columbia and the tools used in their manufacture.

In Social History, the single most important acquisition was a large collection of embroidered silk and satin dresses belonging to a prominent Chinese family of Victoria.

A major exhibit for the year was a temporary exhibit featuring the work of Victoria silversmith William Maurice Carmichael.

In Industrial History, highly detailed model dioramas depict logging scenes from the steam era, a turn-of-the-century salmon cannery, and an early Vancouver coal mine were all added to the permanent exhibits.

Museums Advisor

In 1980, the Museums Advisor continued to encourage high standards among the province's 200 museums. This was done in five main ways: personal visits to individual museums; information services from the Victoria office; regional training seminars; internships at the British Columbia Provincial Museum; and project grants. During 1980, staff visited 120 museums throughout the province.

For the fourth consecutive year, three museum workers underwent internships during January, February, and March at the British Columbia Provincial Museum. Representing museums in Quesnel, Ashcroft, and Osoyoos, the three learned about museum practices first-hand from each division of the staff of the museum.

Vertebrate Zoology

This division houses specimens and other records of British Columbia's amphibians, reptiles, birds and mammals. These consist of a research and an education collection. Research material is used for study by museum staff, visiting scientists and naturalists, and is available on loan to universities and other museums throughout North America for diverse research projects. The collections include conventional skins, skulls, skeletons, and other body parts; specimens in liquid preservative; artifacts (nests, eggs, pellets, etc.); photographs; and a major data bank on sightings, specimens in other institutions, and breeding records.

The education collection includes representatives of the higher vertebrates of British Columbia. These are available as study

skins, skulls, skeletons, and other hard parts, for short-term loans to elementary and secondary schools.

Friends of the Provincial Museum

The Friends of the Provincial Museum Society aims to assist the museum financially and increase public involvement. In 1980, membership rose to 1,297 from 926 at the end of 1979. This increase is largely due to the increased public interest created by the successful series of programs being presented by the museum in the Newcombe Auditorium.

For the society, the year's outstanding event was the provision and staffing of a gift shop at the Edinburgh Festival to complement the Museum's exhibit *The Legacy*.

The museum gift shop profits are all dedicated to assisting the museum through the financing of projects chosen by a joint selection committee. Such expenditures, in 1980, amounted to \$193,163. The projects covered a wide spectrum, varying from an entomological expedition to the Queen Charlotte Islands to a catalogue of the Edinburgh exhibit and a totem pole for Canada House.

B.C. Transportation Collection

The acting administrator conducted a complete inventory of Transportation Museum property, catalogued the collection, organized photographic and documentary filing systems, copied and registered all photographs, and began collecting information related to the history of the trucking industry in British Columbia.

Other changes improved the British Columbia Transportation Collection's physical plant. The British Columbia Buildings Corporation completed installation of a new ventilation system. This allowed the transportation collection's two mechanics to return to

restoration work. Since October, they have finished a 1937 Mack truck. They have also started restoring a 1917 FWD truck, and rebuilding the weather-damaged streetcar. Such restoration work should enable British Columbia Transportation Collection to change its exhibits significantly during the next two years.

Cultural Services Branch

Cultural Services Branch is the agency which encourages, on behalf of the provincial government, the creation, performance, and appreciation of the arts in British Columbia.

Various financial and consultative programs and services provide assistance to major, non-profit societies in the performing and visual arts, to community and regional arts councils, and to talented young British Columbians for advanced studies.

One of its major responsibilities is the administration of the British Columbia Cultural Fund, which this year provided grants totalling \$4 million to major, professional arts institutions, provincial arts service organizations, community and regional arts councils, and individual students.

These grants are made on the recommendation of a 15-member advisory panel, the B.C. Arts Board, and provide stimulation to a provincial arts industry which directly employs over 4,000 people, and which has a combined annual expenditure of almost \$30 million.

During the year, 245 scholarship and bursary awards totalling over \$150,000 enabled talented, young British Columbians to undertake advanced studies, and enhance their skills in various arts disciplines.

These awards have assisted students from 40 different communities to study in Canada and around the world, at such institutions as Martha Graham School of Contemporary Dance and

Juilliard School of Music in New York; Bristol Old Vic School and Royal Ballet School in England; Hochschule Mozarteum, Austria; Ecole de Mime Corporel, Paris; and the Konin Klijck Conservatory, Netherlands.

Under the Community Action Plan, more than \$400,000 was provided to support 78 community arts councils, responsible for the encouragement of local and amateur arts activities in their communities. Recent surveys have indicated that more than half the provincial population (outside Vancouver) have some participatory involvement with local arts councils and their member groups.

In order to provide smaller, more isolated communities with an opportunity to see and hear professional, performing arts events, the branch has a special program known as Arts Resource Touring Subsidy (ARTS), which has assisted over 180 events to appear in 46 communities across the province. An estimated combined audience of 70,000 was able to appreciate the same events as those presented in the major, metropolitan centres.

The in-school branch of ARTS, known as Artists in B.C. Schools (ABC's), jointly funded by the Cultural Services Branch and the Vancouver Foundation, provided an opportunity for 100,000 children in more than 55 school districts to experience 150 professional performances in their own schools.

Through its Cultural Touring Exchange programs, the branch has provided assistance to professional groups to tour abroad and provide a view of the quality of British Columbia arts development. The most notable example was assistance to Anna Wyman Dance Company, for its successful three-week tour of China.

Cultural Services staff continue to provide advice to arts groups in the province, and to organize and coordinate conferences, workshops, and touring events.



Heritage Conservation

The Heritage Conservation Branch continued to expand its activities in 1980. Greatest pressures were felt in the area of municipal assistance requests. This activity is fostered by the Heritage Trust Grant Assistance which approached \$1 million in 1980.

The other priority handled by the Branch in 1980 was the initiation of activities under the new Barkerville Restoration Program. This program was primarily concerned with the formulation of a master plan, scheduled for completion in 1981, and a considerable amount of stabilization on existing structures at Barkerville. During 1980, project work was initiated also for

improvements in water, sewage, fire protection and other public services.

During the year, the Provincial Heritage Advisory Board met five times. The board travelled to a number of locations including Prince Rupert and area, Dawson Creek, Fort St. John and area, and Cranbrook and Fort Steele. The board analyzed a number of local provincial heritage matters and discussed initiatives at these locations.

The Branch also undertook to prepare a preliminary proposal to have Anthony Island in the Queen Charlotte Islands recognized as a World Heritage Site. Work on this proposal will continue in 1981, with a decision to be made by the World Heritage Committee by late 1981.

Restoration Services Division

In 1980, the division conducted four seminars and met with municipal councils and heritage societies. Staff visited 138 sites outside Victoria and prepared 32 submissions for municipalities to present to the Provincial Heritage Trust.

The division assisted in the stabilization of 31 buildings during the year including 25 houses at Barkerville. Restoration has proceeded on seven projects including the Congregation Emanuel Synagogue in Victoria and the Miners' Hall at Rossland. Stabilization has proceeded on three projects for the Provincial Heritage Trust: The Grist Mill at Keremeos, the Richard Jackson House in Victoria, and Hat Creek House near Cache Creek.

In addition to stabilization work on 25 houses, the division carried out temporary work on the Theatre Royal at Barkerville.

Under the Heritage Area Revitalization Program (HARP), a program of financial assistance provided by the Provincial Heritage Trust to B.C. municipalities, the division assessed six projects.

Resource Management

During the year the division was involved in administering five heritage impact assessment projects including work performed on behalf of the Ministry of Highways. The Inventory and Evaluation Section participated in five major land-use planning studies co-ordinated by the Environment Land-Use Committee Secretariat and the Resource Analysis Branch of the Ministry of Environment. These studies resulted in approximately 300 new heritage sites being entered into the provincial site inventory.

The division funded and administered a number of archaeological salvage projects, including two projects administered by the Heritage Conservation Branch on behalf of the Ministry of Highways where archaeological resources were in conflict with new highway construction.

The highlight of the year for the division was the successful negotiation with Weldwood of Canada for the transfer of property title for the Weldwood Petroglyph site on Gabriola Island. Twelve acres of land surrounding this significant site were donated to the province.

Planning and Interpretation Division

One of the Branch's key objectives is to increase awareness and understanding of British Columbia's heritage. To do this more effectively the Branch created a new section of Interpretation, which consolidated public education and information activities at one location:

- informational brochures for the Regional Advisor and Resource Information Center programs, a brochure describing the restoration at Barkerville;
- Barkerville Restoration project display panels;
- two branch display panels;
- a Heritage Registry;
- procedures for the loan of 51 films and 12 slide-tape kits for Regional Advisors to use in their communities;
- four issues of the branch newsletter *Datum*;
- *Nelson: A Proposal for Urban Heritage Conservation*;
- four archaeological technical reports.

Within the Planning Section of the division, a Heritage Sites Planning Program was initiated. Work began to prepare detailed plans for Barkerville, Fort Steele, and Anthony Island Historic Parks. Plans were also initiated for smaller historic sites such as Keremeos Grist Mill, Hat Creek Ranch, Richard Carr House and Craigflower Schoolhouse.

In the spring of 1980, the British Columbia government appropriated \$5 million for the restoration, development and maintenance of Barkerville Historic Park. This resulted in the preparation of a masterplan for the site which



will be completed in the summer of 1981. Three principle concerns will be addressed in the Barkerville Masterplan:

- completion of the restoration of present historic buildings and the reconstruction of elements that are currently under-represented;
- installation of major services to accommodate expected increases in the number of visitors; and
- improvement of visitor access, orientation, and interpretation facilities.

Library Services Branch

The Library Services Branch operates under the *Library Act* to "promote and encourage the establishment and extension of library services throughout British Columbia."

In working towards these objectives, the branch recognizes that library services are essentially local services with provincial assistance designed to reflect local priorities. It works in partnership, therefore, with local levels of government, local library boards and library organizations.

Branch programs are a mix of grants and direct services to individuals and libraries and include:

- grants to local libraries to assist in the purchase of books;
- special purpose grants for individual projects;
- Open Shelf "books-by-mail" service to isolated individuals;
- a back-up resource centre for small libraries;
- an Audiobooks service which produces and distributes materials for people unable to use conventional print materials; and
- field offices which provide technical support and consulting services to smaller libraries.

Public libraries of British Columbia consist of four regionally-organized libraries, one federated library system, 15 municipal libraries, 44 public library associations and 20 reading centres. It is the responsibility of the Library Services Branch to administer the *Library Act* which provides the legislative basis for these 84 independent organizations.

Review of 1980

On April 2, an Order-in-Council made the initial appointments to the minister's Library Advisory Council. The seven members are Ray Woods, Chairman (Williams Lake), Dolly Kennedy, Vice-Chairman (Vancouver), Steve Cribb (New

Westminster), Dr. Don Porter (Delta), Daphne Scott (Prince Rupert), Mike Whittaker (Victoria) and Mae Williams (Fernie). The council held its inaugural meeting with the minister May 9 and met on five other occasions in 1980.

Unlike the Library Development Commission, the Council is not responsible for the operation of the branch, the planning of provincial services or the distribution of grants. Rather it is a confidential body appointed by the minister to advise him on a wide range of public library policy issues. The appointments to the first council reflect this advisory role: All seven members have wide experience on public library boards throughout the province and most have been active in library matters beyond their own communities.

For many public libraries, a major concern is automation. At the beginning of the year, a \$3,000,000 Provincial Computerization of Libraries Fund was established from surplus revenue to "assist public libraries in the province to institute automated cataloguing and circulating systems."

A consultant was retained to survey libraries to determine needs and a report (*Requirements and Priorities of Public Libraries in British Columbia for a Provincial Automated Library Network*) was completed in October. It was then released to public libraries for comment. A major branch concern has been that the fund accurately reflect local public library needs and an extensive process of consultation has been initiated.

Branch Operations in 1980

The branch continued to provide services to libraries and individuals in areas without tax-supported public libraries. Eight new reading centres were established in small communities and assistance and advice were given to other communities seeking to improve library service.

The Victoria-based Open Shelf lent 32,767 items to isolated individuals by mail and sent 10,187 items to public libraries in its role as a back-up resource.

The Audiobooks Unit in Burnaby recorded more than 300 new titles, largely Canadian, and distributed more than 56,000 cassettes during the year. Branch staff were active in planning initiatives for the coming International Year of Disabled Persons.

Regional offices in Cranbrook, Dawson Creek and Pringe George continued to provide service to 25 public library associations and 10 reading centres in their areas as well as serving isolated individuals by mail. Approximately 28,000 new volumes were added to the branch collections in 1980, bringing the total to 336,000 volumes.

Branch staff were active also in a number of library organizations and made a special contribution to the success of the annual conference of the Canadian Library Association which was held in Vancouver from June 11 to June 17. Alice Simpson (Regional Director, Lower Mainland Office) was convenor responsible for local arrangements and the Ministry hosted a reception for the executive of the national and provincial library associations.

Grants to public libraries totalled \$3,602,038 in 1980/81 with special grants to the British Columbia Library Association, the British Columbia Library Trustees Association, the Canadian Library Association. Also, the ministry approved special assistance to local projects initiated by the Greater Vancouver Library Federation (video-taped book talks), the Vancouver Island Regional Library (extension of service area), the Kaslo Public Library Association (renovation of library space), Salmo Public Library Association (increased shelving), and Pemberton and District Public Library Association (building improvements).

During the year, R. L. Davison retired as Branch Director. He had been director of the branch

and its predecessor, the Library Development Commission, since 1956. During those 24 years there were major developments in the public library field: provincial assistance to public libraries grew from \$130,138 in 1956 to \$3,602,038 in 1980 and staff increased from 25 to 43 persons.

Mary Leask served as Acting Director until Peter Martin took up his appointment as director on November 1.

Provincial Archives

The Provincial Archives is responsible for keeping provincial government records of historical significance and for collecting, preserving and making available to researchers, manuscript materials, books, pamphlets, maps, photographs, movie film, paintings, drawings, prints and sound recordings relating to the history of British Columbia.

Manuscript and Government Records Division

During the year, 177 manuscript units were added. One hundred twenty-six original manuscript units filled 97 linear metres of shelving space, while microfilm acquisitions numbered 23 reels. Staff made collecting trips to Clayoquot, the Cariboo and Chilcotin districts, and a considerable number of one-day expeditions to Vancouver and the lower mainland.

One hundred and ten new additions of government records were made, while inventory entries and cards were prepared for 159 units. The division added 1,134 cards to the catalogue and 53 finding aids, totalling 921 pages, were typed.

Map Division

The Map Division collects atlases, geological maps, land use maps, pre-emptor maps, administrative boundary maps, maps of

exploration, nautical charts dating from the voyages of Captains Cook and Vancouver, survey plans and sketches, architectural plans and drawings, and miscellaneous items such as fire insurance plans, shipwreck charts, plans of ships and aircraft, and ghost town maps.

In 1980, 2,797 map titles were added, 83 new titles catalogued and 3,319 re-catalogued. Reference service answered 133 correspondence enquiries, producing maps for 410 visiting researchers and answering 720 telephone enquiries. Acquisitions of special interest included a copy of the very rare 1849 Arrowsmith Map of Vancouver Island, and a set of full-size drawings by the Victoria architect Francis Mawson Rattenbury for decorations in the proposed, but never built, Grand Trunk Hotel at Prince Rupert. These were presented by Mr. Hamish Simpson, Headmaster of Glenlyon School, which now occupies the house Rattenbury built as his residence.

Library Division

The library continued to increase its holdings of printed material related to the history of British Columbia. It received 509 books, and maintained 197 periodical subscriptions. The Northwest collection now contains 22,633 book titles in 35,101 volumes and 15,442 pamphlet titles in 19,155 volumes.

Archives Advisor

The Archives Advisory Program completed its second year in 1980. Leonard DeLozier, the Archives Advisor, visited museums, archives, municipal governments and historical societies in Port Alberni, Nanaimo, Creston, Kimberley, Fort Steele, Invermere, Golden, Revelstoke, Kamloops, Vernon, Kelowna, Penticton, Britannia Beach, Sidney, Port McNeill, Campbell River, Surrey, Delta, Prince George, Mackenzie, Hudson's Hope, Taylor, Barkerville, Wells, Alert Bay, and Chilliwack, and filled many engagements in Vancouver and Victoria.

Historic Photographs Division

Holdings increased substantially thanks to the donation of 56,700 images during the year. A brochure on the division has been published outlining the redefined acquisitions policy and the reference services available to the public.

A major exhibit was mounted in the Provincial Archives Gallery from May to November, entitled, *Richard and Hannah Maynard—Photographic Artistes*, a tribute to the work of two pioneer professional photographers, active in British Columbia from 1862 to 1912. In addition an exhibit of some of the work of Alfred Dreuer called, *The Amateur Eye* was displayed in the main entrance hall of the Provincial Archives.

More than 6,100 reference enquiries were directed to the division by people visiting, writing or telephoning for information participated in workshops and seminars in Victoria and Vancouver, providing advice and assistance on the care and handling of photographic collections.

Paintings, Drawings and Prints Division

Through the generosity of many residents of the province, as well as through purchases from private collectors, art dealers and auction sales, the division continued to augment what has become one of the most important documentary art collections of its kind in Canada. In 1980, 103 items were added ranging from 52 designs created by an interior designer, through oil and watercolour portraits and landscapes, a political cartoon and two examples of pottery created by Emily Carr.

The division coordinated a full year of exhibits which were displayed in the gallery and foyer of the Provincial Archives building and the Emily Carr Gallery on Wharf Street.

Recent Acquisitions, an exhibition of additions to the division's holdings opened on February 1,

and was followed in May by *Richard and Hannah Maynard—Photographic Artistes*, which was succeeded in November by *Artists Overland*, an exhibit assembled and circulated by the Burnaby Art Gallery.

At the Emily Carr Gallery on Wharf Street *Documenting Indian Culture of the Northwest Coast—Emily Carr and others* opened on February 15. It was the first exhibit that included



works by artists, other than Emily Carr, who are represented in the division's holdings.

The year concluded with the opening December 10 of *Emily Carr in the Queen Charlotte Islands, 1912*.

Record numbers of people attended all the exhibitions at the Emily Carr Gallery. In July, 4,873 visitors were recorded and in August, 5,612. The decision to keep the Gallery open on Saturdays instead of Mondays during the winter increased the year-round average attendance figures.

Sound and Moving Image Division

Early in the year the Sound and Moving Image Division dropped its former name, Aural History Program, in order to reflect the inclusion of movie film and video tape records, as well as sound documents.

More than 400 film units deposited in the archives over many years were assembled, identified and fully integrated into the collection which resulted in the completion of a title finding aid.

Four issues of the publication *Sound Heritage* edited by the division, appeared during the year. *Bright Sunshine and a Brand New Country: Recollections of the Okanagan Valley, 1880-1914*, *In the Western Mountains: Early Mountaineering in British Columbia*, *Magnificent Distances*, and *Season's Greetings from British Columbia's Past, Christmas as Celebrated in British Columbia From the 1880's to the 1930's*. Revenues from subscriptions and sales exceeded \$40,000. The number of subscriptions has increased by almost 800 per cent since 1976.

Photographic Laboratory

The laboratory, responsible for producing the public prints of archival quality from the collections of the Historic Photographs, Paintings, Drawings and Prints, and Map Divisions, processed 1,039 orders resulting in the production of 13,371 prints, 2,861 black and white negatives, and 2,175 colour negatives. It also produces archival copy and security negatives for conservation purposes. Black and white negative production increased by 8.3 per cent and colour negatives by 77 per cent.

Conservation Laboratory

Conservation treatment was completed on 116 items and work on many more was in progress at the year's end. Materials intended for display were inspected and, if found acceptable, were prepared for exhibition. Two workshops were given and advice provided to individuals and heritage organizations on conservation treatments, storage conditions, environmental standards and the quality of archival materials.

Public Documents Committee

The Public Documents Committee, established by the *Document Disposal Act* is required to give written recommendation before the records of any ministry can be destroyed or otherwise disposed of.

The committee met twice during the year and approval was given for the destruction, or transfer to the Provincial Archives, of the records of the following ministries: Attorney General, Consumer and Corporate Affairs, Education, Environment, Finance, Forests, Health, Human Resources, Labour, Lands, Parks and Housing, Provincial Secretary and Government Services and Transportation, Communication and Highways.



Recreation and Fitness Branch

The year 1980 was one of progress for the Recreation and Fitness Branch now known as Recreation and Sport. Several important staff positions were filled and a number of new programs were successfully introduced. The Recreation and Fitness Branch is responsible for providing services and grants to support the development of recreation and sport opportunities in all parts of British Columbia. Branch grants and services, therefore, are provided chiefly to Recreation Commissions, Parks and Recreation Departments and leisure societies and clubs which, in 1980, involved an estimated 1.5 million of British Columbia's 2.6 million residents.

Sport is organized by Provincial Sport Governing Associations and their member clubs which provide the leadership and expertise to develop their individual sports throughout British Columbia. With more than half a million registered members they provided 30 million hours of coaching, officiating, and administrative support to over 70 sports during the year. To assist this vast network as well as recreation on a provincial basis, grants and services are provided to provincial non-government agencies such as the provincial sport governing associations, Sport B.C., B.C. Federation of School Athletic Associations, B.C. Recreation Association and the Outdoor Recreation Council of B.C.

The branch budget totalled \$1,950,707 of which \$262,917 was provided to communities in the form of recreation grants. Sport and recreation organizations received \$4,830,510 from the Physical Fitness and Amateur Sports Fund. Under the Recreation Facilities Assistance Program \$6,692,791 was granted, together with an additional \$5,000,000 through a special appropriation to provide the one-third provincial government contribution towards the costs of building and renovating recreation facilities across the province. Actual branch expenditures of \$1,445,085 represented less than nine per cent of the total grants of \$16,786,218 distributed over the last year.

Activities

The Physical Fitness and Amateur Sports Fund assisted 50 provincial sport governing bodies in conducting more than 500 coaching clinics to train more than 10,000 volunteer coaches in the technical aspects of coaching. Branch staff directly coordinated 134 theory courses as part of the National Coaching Certification Program which trained 1,900 coaches. Sport governing bodies also received assistance to conduct 450 officiating clinics for 10,000 volunteer officials throughout the province. Workshops were held in seven sports to help volunteer sport administrators learn how to better administer sport organizations. In 1980, the branch also developed materials to train community sport volunteers in the prevention and management of athletic injuries.

The Provincial Sport Development coordinator Program was expanded to 12 sports in 1980 and was modified from a program directly managed by government, to a program supported by contributions to the provincial sport governing bodies.

In 1980, baseball, basketball, field hockey, gymnastics, hockey, lacrosse, rugby, skiing, soccer, swimming, track and field and volleyball

received a total of \$550,000 to assist them in hiring development coordinators.

The Branch organized a conference at Yellow Point Lodge for senior recreation administrators in the Capital and Greater Vancouver Regional Districts, to examine the future of urban recreation in the 1980's.

The third-year session of the Leisure Development Course in Kamloops involved four outstanding resource people and was most successful as a concurrent program for former graduates. The division provided advisory support to the Douglas College Recreation Management Program. The Sideways Management Seminars continued in the Lower Mainland and Recreation Workshops were held in the West Kootenays and the Okanagan. A number of Recreation Leadership Workshops for summer staff were also held throughout the province.

Recreation staff hiring incentive grants assisted 50 community recreation staff positions and two new staff hiring grant programs were introduced for small communities. Thirty-six provincial recreation and sport organizations received through the Physical Fitness and Amateur Sports Fund, financial assistance, for hiring administrative staff.

In 1980, the branch expanded and revised its athlete assistance programs to meet the needs of top level athletes for financial assistance to offset the high costs of training and competition. Five graduating secondary school athletes each received a \$2,500 Premier's Athletic Award; 240 top provincial calibre athletes were awarded a total of \$250,000 under the new High Performance Athlete Assistance Program; 15 college athletes received British Columbia Athletic Awards valued at \$750 and 26 graduating secondary school athletes were awarded Nancy Greene Scholarships worth \$1,000 each. Four hundred junior secondary

students received the new British Columbia Youth Development Awards of \$100 which enabled them to attend the B.C. School Sports Development Camp held at the British Columbia Institute of Technology in July. All athletes receiving assistance are required to help with the development of athlete and coaching programs.

Also in 1980, the branch started to prepare the British Columbia Team which will represent the province at the 1981 Canada Games, in Thunder Bay. Grants totalling \$50,800 were given to the 17 competing sports to enable them to initiate province-wide talent identification and team development programs.

The B.C. Winter Games in Kimberley and the B.C. Summer Games in Kelowna were a great success with more than 2,000 volunteers assisting in each city. Each community received a \$200,000 grant to host the games and a \$70,000 legacy fund for amateur sport. More than 150,000 athletes competed in the zone play-offs, with 2,400 participating in Kimberley and 3,500 in Kelowna.

A grant of \$53,300 was paid to the Northern B.C. Winter Games Society for staging the Northern Winter Games in Williams Lake. Some 2,500 athletes from the six most northerly Regional Districts competed.

The Physical Fitness and Amateur Sports Fund provided \$600,000 in travel assistance for British Columbia athletes in 50 sports to compete in Western Canadian and Canadian Championships. The fund also provided \$250,000 for the organization of provincial championships and training camps.

Funding to sport governing bodies for disabled persons through the Physical Fitness and Amateur Sports Fund was increased in 1980. Organizations receiving assistance included the Canadian Blind Sports Association—B.C. Section, British Columbia Deaf Sports Federation, the Disabled Skiers Association of



British Columbia and the Canadian Wheelchair Sports Association—B.C. Division. Operation Trackshoes received a grant of \$11,000 to host the annual track meet for the mentally handicapped. Approximately 100 disabled athletes participated in the B.C. Summer and Winter Games and a major increase in participation is planned for 1981.

Seventeen Special Recreation Project grants worth more than \$22,000 were distributed to communities for a variety of projects and workshops focusing on the leisure needs of special populations. A study on integrated recreation for the handicapped in Greater Victoria was financially assisted. Grants and resource people were also provided for pre-school recreation leadership development courses in Prince George, Kamloops, Vancouver and New Westminster. Financial support continued for the Recreation Supervisor, Canadian Institute for the Blind—B.C. and Yukon Division.

Two hundred forty-seven communities received Recreation Administrative Grants, which this year were increased to \$500 from \$300. The branch distributed \$1,000,000 to provincial recreation and sport organizations for the operating and administrative expenses of their province-wide development programs from the Physical Fitness and Amateur Sports Fund. Also, it contributed \$200,000 to the Administrative Centre in Vancouver which houses many provincial volunteer recreation and sport organizations.

To improve the delivery of recreation programs in rural areas, Field Representatives throughout the province helped to develop cooperative regional approaches. Areas that received assistance included the Cariboo, Thompson-Nicola, Valemount-McBride, Bulkley-Nechako and Queen Charlotte Island. A recreation coordinator for the Queen Charlotte Islands was hired with the assistance of a Staff Hiring Incentive Grant as a result of a Regional Study and Reorganization Grant. Continuing support was given to the recreation coordinators for the Peace River-Liard and Fraser-Fort George Regional Districts, both positions having originally been established with branch assistance.

Field staff continued to play an active part in helping communities improve their effectiveness

in delivering recreation opportunities. Needs Assessment studies, whereby a local recreation commission works with a field representative to examine every aspect of its operations, were carried out in Ashcroft, Bella Coola, Salt Spring, Elkford, Port McNeil, Port Hardy, Ucluelet, Alert Bay and Nelson.

Cultural Heritage Advisor

In August of 1980, the provincial secretary announced the appointment of a cultural heritage advisor to provide a communications link between British Columbia's many cultural communities and the provincial government.

An office was opened at Robson Square in Vancouver and plans were made to establish an information desk and toll-free "Zenith" number to provide easy access to individuals and groups in ethnic communities all over British Columbia.

In addition, preliminary planning was undertaken to establish a cabinet committee on cultural heritage to deal with matters of concern to multi-cultural organizations.

The overall objective of the cultural heritage advisor's office is to raise public awareness of the wealth and variety of British Columbia's cultural makeup and to advise the government on ways of preserving it.

Appendix

Directory

Acts administered by Ministry of
Provincial Secretary and Government Services

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Minister—Hon. E. Wolfe	387-1241
Deputy Provincial Secretary and Deputy Minister of Government Services—Ian Thomson	387-1727
FINANCE AND ADMINISTRATION	
Assistant Deputy Minister—J. Woytack	387-5501
Administrative Services	
Director—P. A. Battison	387-6604, 387-6626
Financial Services	
Comptroller—I. G. Fraser	387-6494
First Citizens' Fund Administration	
Director—R. R. Modeste	387-3206
Government House	
Secretary—J. Michael Roberts	595-1515
Grants Administration	387-1989, 387-1980
Information Services—David Richardson	387-1957
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Director—Ray Orchard	387-5823
Personnel Administration Services	
Director—W. R. Henderson	387-1293
Protocol	
Director—David Harris	387-6354/55
CULTURE, HERITAGE AND RECREATION	
Assistant Deputy Minister—A. R. Turner	387-6462
Cultural Services Branch	
Director—T. G. Fielding	387-5848
Heritage Conservation Branch	
Director & Executive Officer, B.C. Heritage Trust—R. J. Irvine	387-6778

Library Services Branch	
Director—Peter Martin	387-6517
Provincial Archives	
Provincial Archivist—John A. Bovey	387-5885
Provincial Museum	
Director—Yorke Edwards	387-3701
Recreation & Sport Branch	
Director—Colin K. Campbell	387-1931
GOVERNMENT SERVICES	
Assistant Deputy Minister—B. Kelsey	387-5723/62
Central Microfilm Services (613 Superior Street)	
Director—H. Bruce Bennett	387-6507/11
Elections Branch	
Chief Electoral Officer—H. M. Goldberg	387-1953
Legislative Library	
Legislative Librarian—J. G. Mitchell	387-6500
Lotteries	
Director—James A. Taylor	387-5311
Buildings Services—A. Brady	387-3019
Postal Branch	
Director—Leon E. Hall	387-5871
Queen's Printer	
Director, Howard Britt	387-6690
Government Employee Relations Bureau	
Chairman—Michael Davison	387-1463
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Chairman—R. W. Long	387-5263
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Commissioner—Jim Reid	387-1002
Cultural Heritage Advisor—Enrico Diano	668-2395

Acts Administered by Ministry of Provincial Secretary and Government Services

<i>Blind Persons Contribution Act</i>	<i>Library Act</i>
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<i>Legislative Procedure Review Act</i>	<i>Transpo 86 Corporation Act</i>

