

SECTION 4 - General

Origin: Territory Administration Committee

Status: Policy

Distribution: All Parishes

Approved: Coordinating Council

Date: 22 November 2019

4.8 Archives

4.8.1 Background

The Archives of the Ecclesiastical Province of British Columbia & Yukon was established in 1956 and is located with the diocesan archives at 1410 Nanton Avenue in Vancouver. The Archives is governed by Canon 10, and its functions are similar to that of the Diocese of New Westminster, in that it collects, arranges, describes, preserves and makes available the records of the Provincial Synod, its related councils, committees, and officers and other material pertaining to the history and activities of the Ecclesiastical Province. The Archives also encourages, coordinates, and assists archival programmes in the Dioceses of the Province, and holds the records of the former Diocese of Cariboo and the Anglican Parishes of the Central Interior. The Archivist reports to the Metropolitan of the Province, and submits reports both quarterly to the Provincial Executive Council, and every 3 years at the Provincial Synod.

4.8.2 Some helpful links:

[Archives in the Anglican Church of Canada](#)

[BC Archives Vital Events Search](#)

[UBC Historical BC Newspapers Database](#)

[Personal Information Protection Act](#)

[Archives Association of British Columbia](#)

[Keeping Track: Managing Your Parish Resources](#)

4.8.3 Downloads

- [Info Sheet 3 - Retention - Financial Records.doc](#)
- [Info Sheet - PRIVACY FAQ.doc](#)
- [Info Sheet 6 - Parish records wanted in archives.doc](#)
- [Anglican Archives Volunteer Policy.pdf](#)

Note: Please also refer to the Territory of the People Treasurers Handbook, 2019 Edition [Section 2.6 – Records Retention](#).