



Province of
British Columbia

Ministry of Provincial
Secretary and
Government Services

Annual Report
1979

January 1 to December 31, 1979

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Victoria, B.C., January 1, 1980

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 Provincial Secretary
and Government Services, for ministry

programs under the jurisdiction of the Deputy
Provincial Secretary, for the 1979 calendar
year.

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

EVAN M. WOLFE
Minister

Victoria, B.C., January 1, 1980

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 which the Deputy Provincial Secretary and
Deputy Minister of Government Services is
responsible, for the year ended December 31,
1979.

GERALD H. CROSS
Deputy Provincial Secretary and
Deputy Minister of Government

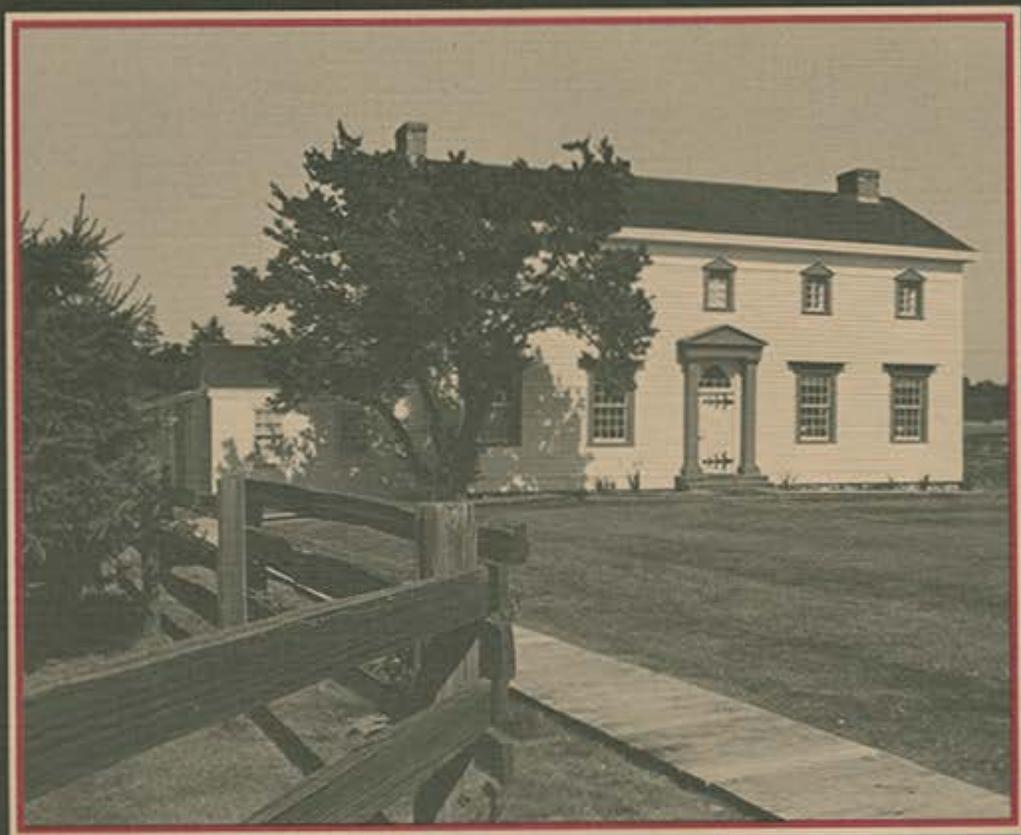


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1.

Introduction

The Ministry of Provincial Secretary and Government Services is, as its title implies, primarily concerned with providing administrative and other services to government ministries and members of the Legislative Assembly. In 1978, the ministry acquired several additional functions that had formerly been administered by the Ministry of Recreation and Conservation.

As a result of these changes, ministry programs were organized into three basic divisions, each supervised by an assistant deputy minister who reports directly to the Deputy Provincial Secretary. The contents of this annual report have been similarly organized to present the goals, activities, and achievements of ministry branches during the calendar year 1979.

Government Services

The Government Services grouping includes a diverse range of support functions — the Construction and Maintenance Division, recently transferred from the former Ministry of Highways and Public Works, oversees the operation of the plant, equipment, building structure and fabric of the legislative buildings and Government House.

Registering voters and the supervision of provincial elections is of vital importance to the smooth functioning of our parliamentary democracy. This important function is undertaken by the Elections Branch.

The Legislative Library provides complete library reference services to Members of the Legislative Assembly, staff within the public service, and the public.

The sheer volume of documentation produced by government and the necessity of maintaining complete historical records necessitate the use of microfilm and microfiche. The prime purpose of the Central Microfilm Services Branch is to assist other government ministries in this field.

A function of growing significance to the organizers of many non-profit cultural and recreational groups is the administration of provincial and inter-provincial lotteries. The B.C. Lotteries Branch organizes the sale of tickets, selection of winners and distribution of prizes. The Lottery Grants Branch, organized within Administration and Finance, administers the allocation of funds generated by the lotteries.

Two other branches, also oriented more toward the public than the government, are the Provincial Enquiry Centre and the Robson Square Media Centre. Both located in Vancouver, the former assists and directs the public to the right government branch, or official; the latter administers the increasingly popular meeting rooms, theatre and exhibition space, located in the new government buildings on Robson Square.

The Queen's Printer and the Postal Branch provide printing/publishing and mail services respectively to all ministries of government.

Administration and Finance

The majority of branches within Administration and Finance are concerned with internal functions such as personnel services and accounting or are concerned with protocol and diplomatic matters related to the Legislature and Government House. An important additional function is undertaken by the Indian Advisory Branch. Its purpose is to assist Indian people with their cultural, educational, recreational and economic development.

Culture, Heritage and Recreation

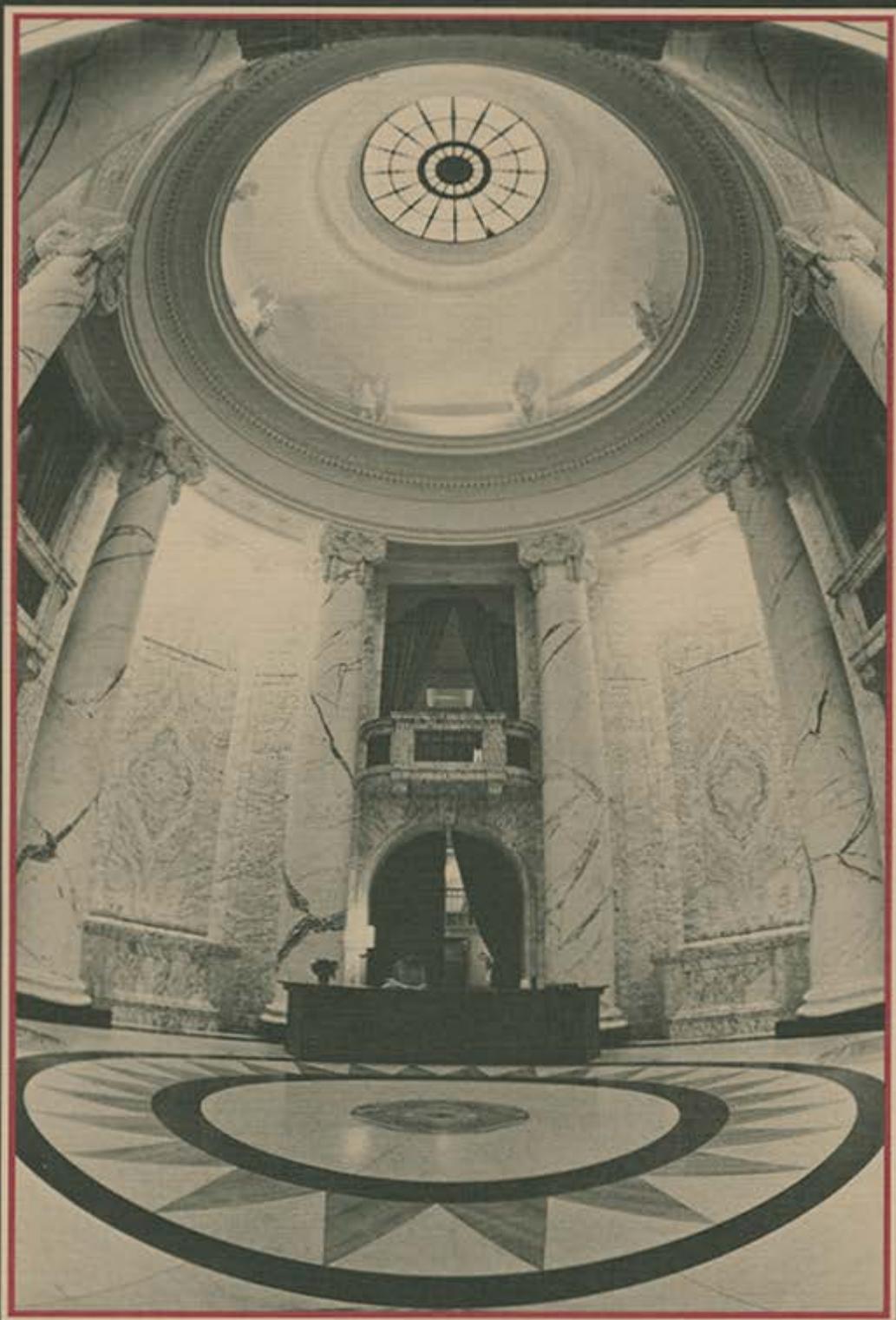
The Culture, Heritage and Recreation grouping includes such functions as the administration of the B.C. Provincial Museum; the stimulation of participation in and performance and appreciation of the arts of British Columbia;

the provision of library services throughout the province; and the encouragement of sport and recreational activities. Also included in this grouping is the Provincial Archives Branch responsible for collecting and maintaining historical records.

Superannuation Branch

This branch administers the nine pension plans and all the employee benefit plans covered under the *Public Service Benefit Plans Act*.







Government Services

Construction and Maintenance Division

The Construction and Maintenance Division is a new branch in the ministry, transferred from the former Ministry of Highways and Public Works.

The primary function of this branch is the operation of the plant, equipment, building structure and fabric of the legislative buildings and Government House. This branch is project-oriented and operates with a budget of \$1,200,000 for restoration purposes.

Restoration of the parliament buildings is a major part of the department's responsibility. Providing assistance to the Heritage Conservation Branch and Cultural Services in their provincial programs was a growing area of involvement for the restoration crew in 1979.

The personnel of the branch, consisting of 31 artisans, craftsmen and trades people, are supervised by a director who reports to the Assistant Deputy Minister, Government Services.

During the past year the branch restored and rebuilt areas of the legislative buildings including ministerial accommodation, the Sergeant-at-Arm's offices, ministerial storage facilities, library paper ironing and microfilm viewing areas, and dining room structural and kitchen areas. Entrance and corridor doors were recarved and refurbished; the East Wing roof was reslated and the ornate copper cupola crowns and flat roof areas refurbished; cast iron ornamental guttering were replaced and the external fascia re-pointed.

A wide variety of projects has been undertaken with the Heritage Conservation Branch including consultant work with some trades participation at the Craigflower School, Jewish Synagogue, Chinese Hook Sin Tong Charity Building, Emily Carr House, Helmcken House, and Hat Creek Road House. Back-up trades services have been provided for the Provincial Capital Commission at the Crystal Gardens, Wax Museum, Black Ball Ferry and Inner Harbour Beautification Program.

In working cooperation with the Provincial Museum production group, branch staff performed a variety of services for the museum including extensive work on the "Living Land — Living Sea" exhibit.

During the coming year, and in conjunction with heritage and culture groups, the branch will assist in the setting up of art displays and the restoration of heritage buildings throughout the province. Assistance will take the form of either direct trades involvement or instruction by demonstration in the methods of restoration.

The resurgence of interest in our architectural heritage has required that long-forgotten skills and trades practices be resurrected, and that government become a resource from which citizens can draw. To fulfill this and other needs, Construction and Maintenance has gathered together a work force capable of restoring all types of decorative plaster work, stained glass, ornamental copper work, gold leafing and stone masonry; carving and graining of specialty woods; repair and replacement of ceramic and quarry tile; re-roofing with slate and copper; restoration and recreation of wood structures; and the expertise necessary for the proper application of lighting and power in a heritage setting.

Throughout the past year, great interest was shown by the citizens of British Columbia,

tourists, and heritage groups in the restoration of the legislative buildings. Architects and engineers from across Canada and the USA have visited the buildings to view the methods used and results obtained.

The Architectural Institute of Canada, Heritage Canada, and a number of similar interest groups have toured the restored buildings and are on record as being highly appreciative of the end results of the restoration. The news media, through various articles in magazines, newspapers and television programs, have given constant support to the ministry's efforts. On completion in 1981, the legislative building will be a fit setting for the legislators, ministers and their support staffs, all housed for the first time in decades within its confines. It will live up to the words proclaimed at the original opening: 'A building which should furnish a theatre for great legislators yet unborn.' (Victoria Times, February 10, 1898).

Elections Branch

The major activity of the Elections Branch in 1979 was the conduct of the May 10 provincial general election. The election was called on April 3, with April 26 set as nomination day and June 5 as return day for the election writs.

Due to the redistribution of electoral districts in 1978, a province-wide enumeration was begun in October of that year and was concluded in March. After April 3, registration centres were opened for people who missed the enumeration or wished to amend their previous registration. A total of 1,673,111 voters was registered for the election.

Registrars of Voters throughout the province were responsible for checking nomination papers, printing voters lists and the printing and delivery of "Where to Vote" cards, as well as acting in an advisory capacity to the returning officer for their respective electoral

districts. Following the election, the registrars began and are continuing the process of cross-checking all documents filed by returning officers as part of the continuous revision of the voters lists.

Kenneth L. Morton, Chief Electoral Officer, and John W. Smallwood, Deputy Chief Electoral Officer, both retired in 1979. Both men had been with the Elections Branch for more than 30 years.

During the year, enquiries were received from five provinces, the federal government, and university libraries, professors and students from across Canada and the United States seeking statistical data and other information on various aspects of our electoral procedures. The branch also received a number of visitors including the chief electoral officers for Canada and for the province of Saskatchewan.

The branch continued its policy of assisting other ministries, when time permitted, by embossing, imprinting, copying and/or collating various mailing lists and reading materials.

Legislative Library

Provision of complete library reference services to Members of the Legislative Assembly is the prime concern of the Legislative Library. As staff and time permit, however, library assistance, in the form of both reference and specialized cataloguing services, is provided to public service research staff and to the public.

Reference Requests

The number of questions dealt with during the year was substantially higher than it was in 1978. The increase was attributable chiefly to heavy demand for background information during the provincial and federal elections.

The newspaper indexing program continues to

be one of the library's most heavily-used services. Although the lengthy Pacific Press strike resulted in a smaller number of items being added to the index, the total remained remarkably high in view of the fact that, from the Vancouver area, only the Express was indexed during the strike.

The computer-assisted reference service, which has been in operation for three years, now provides on-line access to more than 100 data bases. The number of research requests and the amount of computer connect time has increased considerably — more than double the previous year. All the reference librarians are now skilled in on-line searching, having attended training sessions during the year, and are integrating the new service into their regular reference work. Because of the increase in the number of searches and in the number of librarians using the terminal, a more detailed record-keeping system was initiated at the beginning of the year making possible the compilation of more detailed search statistics.

Cataloguing

The library began using the University of Toronto Library Automation System (UTLAS) in January and machine-readable records have been created for all monographic materials catalogued since January 22. During the period of phasing in the new cataloguing system, records are still being prepared for the card catalog in addition to those received from UTLAS in the CXOM format. Although the production of duplicate records has adversely affected the output of the cataloguing department, it was the only course of action that would permit a full assessment of each system before the final decision is made early next year either to close or to continue the card catalog. A limited retrospective conversion project was begun during the year which, when completed, will result in machine-readable records having been created for all



books added to the library since 1975.

The library continued to act as an agent library for Canada's national CIP program and approved cataloguing data was provided for 227 publications of the British Columbia government during the year. Although the increase over the previous year is substantial, the library still has difficulty in securing material prior to printing so that the cataloguing data can be printed within the publication. The need for some control over the publications of the ministries and agencies of the provincial government remains as great as ever.

Government Publications

The MacEachern document coding system, introduced in a limited way on a trial basis in 1978, has been adopted for use on all the library's government document holdings. Although it will be some years before the system can be applied to all government publications, more than 4,000 titles have already been included in the shelf list.

Once again the total intake of government publications has increased but the increase is largely the result of the much heavier acquisition of Washington State documents. The totals received from most of the other jurisdictions has dropped — with one exception, British Columbia, whose total increased by four per cent.

Acquisitions

A complete re-organization of work procedures and the space occupied by the department was carried out early in the year. The changes have resulted in a significantly improved work flow and a more efficient processing of orders and in-coming material.

Prices of publications and library services continued the steep rise of the last 10 years. When the effect of the decline in the international value of the Canadian dollar is

added to the general price increases, it becomes even more difficult to maintain a level of collecting that will adequately meet service needs.

Publications:

The monthly checklist of British Columbia Government publications, the only complete bibliographic listing of the material issued by the provincial government, continued to be produced each month by the government publications division and the list of current accessions was produced regularly by the assistant librarian for distribution to Members of the Legislative Assembly. In an effort to assist those who might benefit from the on-line reference service a detailed list of the data bases available together with a brief description of each base, was compiled and distributed to research staff and other government libraries.

In addition, microfilm copies of two of the library's unique research aids were produced. The newspaper index for the period 1971-78 was filmed by Precision Micrographic Services and is available from them, and the same company, acting on behalf of the libraries of the universities of British Columbia, Victoria, and Simon Fraser, completed the filming of the legislative scrapbooks, which had been compiled by the library for each session of the legislature since 1871.

Central Microfilm Services

The prime purpose of the Central Microfilm Services Branch is to assist government ministries develop and expand their involvement in micrographic services. During 1979, the advisory division was able to supply personnel in the Treasury Board and Purchasing Commission with data that would help determine the quality of micrographic materials and equipment requisitioned by other government ministries.



The coordinator of technical services has also encouraged ministries to refer to him for specifications so that they can complete their requisitions for purchase of equipment and materials. To further enhance this service, the branch created a regular position of Photo/Arts Technician 3 with duties to test and evaluate equipment and materials, monitor maintenance calls from manufacturers for quality of results, and prepare an inventory of all micrographic equipment purchased by ministries.

The assistance has given the coordinator additional time to develop other areas essential to the advisory division. One such program is the recently-implemented reclamation of silver from the film processing laboratory. Although this program is in its early stages, approximately \$30,000 is expected to be realized in 1980 based on the 1979 production of about 2,000,000 feet of film. A total return of this size will pay the cost of the silver recovery unit and the processor in the first year.

A regular position of Project Coordinator has been established, and selection completed. The function and purpose of this position is to arrange and coordinate Central Microfilm Services personnel, space and equipment, and to manage production and personnel. It is expected that the creation of the new position will enable the director to concentrate on other developments.

Central Microfilm Services personnel were loaned to the B.C. Systems Corporation to assist in the B.C. Resources Investment Corporation five free shares program. Technical staff were hired to process and control film quality produced by Central Microfilm Services. Time was also spent consulting with program management to develop procedures and determine equipment and materials best suited to the operation.

After approximately 40 years, the Ministry of Health, Division of Vital Statistics, one of the original users of microfilm in the provincial government, turned to Central Microfilm Services for film processing and duplication services.

The Division of Vital Statistics now receives a 24-hour processing service. Previously, the division sent the film to the Dominion Archives in Ottawa. This practice sometimes resulted in a one-month delay.

A program of microfilming the provincial government's record of orders-in-council has been completed. During the project, government offices and storage areas were moved. As a result, completion of this project took longer than anticipated. Copies of the orders-in-council were generated for the legislative library reference area. The original film has been stored in Central Microfilm Services security storage vault.

A microfilm rejuvenation program was implemented in the Central Microfilm Services security film vault to assure that the quality of microfilm has been correctly preserved. Efforts are now being made to upgrade atmospheric conditions necessary for the enhancement of film life-expectancy. An environment more in keeping with established standards is essential for the longevity of historical records.

A microfilm project was recently begun in the Ministry of Attorney General, Court Services Branch, Vancouver Records Management Centre. Documents from approximately 37 court registries throughout British Columbia send records through this records-keeping area. Documents are listed in inventory form and scheduled for disposition. When records are received, they are categorized and microfilmed as designated. This project represents the first successful records management program functioning with Central Microfilm Services support.

Attendance at Canadian government specification micrographic standards meetings has proven beneficial to Central Microfilm Services and the provincial government as well as all levels of government and industry. The development of standards relating to "Microfilm as Documentary Evidence" (Can 2-72 11-M79) was completed and accepted for those wishing to refer to microfilm for storage or rapid retrieval programs. Standards regarding materials, equipment and the filming

of engineering drawings, to mention a few, have also been accepted. Various countries are now adopting these standards for their micrographic programs.

During 1980, an in-depth assessment of records-keeping and Central Microfilm Services responsibilities within the government, and an evaluation of the cost effectiveness of Central Microfilm Services' current micrographic operations is anticipated.

Use of Central Microfilm Services by Government Ministries 1979

Rolls	Exposures
Agriculture	
Production and Marketing Services	
9D Dairy Herd Improvement	15,002
Attorney General	
17 Victoria Land Title Office	13,856
Corporate, Financial and Regulatory Services	
341D Public Trustee	738,918
Records Management Centre	
36D Probate Files	67,917
49D Wills	98,725
Consumer & Corporate Affairs	
Liquor Distribution	
36 Personnel	90,944
Minutes of Meeting & Order Book	714
Economic Development	
Employment and Payroll Tabulations	7,710
Education	
2D Circulars	5,000
Data Services	97,237
Energy, Mines & Petroleum Resources	
Titles	10,797
1 Sample Index Cards	2,463

Rolls	Exposures	Rolls	Exposures	
1	Assay Certificates	196	Superannuation	1,169,510
	Well History Reports	101	Archives	186,759
29	and Updates	386	Provincial Library	211,257
	Mines Assessment Reports	75	Orders-In-Council	220,790
17	& Texts		Central Microfilm	100
	Environment		Transportation and Highways	
43	Water Investigation	281D	Drivers Records	1,056,349
1	Swimming Pools Plans	4D	Drivers Identicals	13,323
46	Environmental Protection	2	Drivers Condensed Records	1,891
2D	Resource Analysis	4	Drivers Training School	10,800
16	Survey and Mapping	7	Drivers Instructors	18,900
2D	Engineering Plans	21	Drivers Additional Medical	56,700
	Finance	2	Drivers Exams 1978 Files	5,400
104	General Administration	5D	Motor Vehicles ATV	6,466
	Office of the	49	B.C. Assessment Authority	68,312
2	Comptroller General		Legislative Assembly	
583D	Probate	4	Hansard	8,398
27D	Real Property Taxation			
		3,381	Total Rolls	Total Exposures
				12,637,238

**approximately 40 rolls being refiled

Rolls	Exposures	
	Forests	
7	Forest Inventory	11,386
6	Forest Mangement	14,962
1	Information	320
	Health	
128	Emergency Health Services	534,074
	Human Resources	
91	Gain	195,428
3	Mincome	15,387
153	Pharmacare	2,487,953
42D	Child Welfare	93,137
	**Vancouver Resource Board	
54D	(Closed Adoption)	158,614
169	Accounts	515,328
	Labour	
13D	Apprenticeships	29,339
4D	Boiler Inspection	8,742
	Boiler & Pressure Vessel	
108D	Design Files	162,479
	Boiler & Pressure Vessel	
94	Design Plans	60,141
	Lands, Parks & Housing	
1D	Lands Administration	4,152
	Provincial Secretary & Government Services	

Types of Microfilm Service

	1978	1979
Searches	6,926	8,849
Prints	24,720	23,776
Cartridges	3,995	3,050
Computer Paper	57,980	38,500
Jackets	149,578	112,970
Copy Film	234,805	472,975
Aperture Cards	88,160	110,305
Processed Film	2,110,960	2,178,850
Exposures	17,514,449	12,637,238

Films Processed in 1979

	Feet
Attorney General	
Land Title Office (6)	313,325'
Court Registry	20,925'
Consumer & Corporate Affairs	
Central Registry	57,950'
Rent Review	29,550'

Films Processed in 1979

	Feet
Education	
Teachers Certification	5,150'
Finance	
Office of The Comptroller General — Accounts Payable	10,550'
Office of The Comptroller General — Cheques	600'
Forests	
Fire Files	9,050'
Old File Systems	1,900'
Standtending Report	600'
Planting Contracts	1,406'
Planting Reports	1,000'
Productivity Committee	200'
Silvi Culture	125'
Cone Collection	400'
Original Photograph Notes	50'
Health	
Vital Statistics	11,525'
B.C. Medical	336,525'
B.C. Medical Claims Cheques Cashed	200'
Tourism and Small Business	
B.B.C. Magazine	10,925'
TOTAL	<u>811,956'</u>

Copy Film Production

	Feet
Agriculture	
Dairy Herd Improvement	25'
Attorney General	
Land Title Office (7)	21,950'
Public Trustee	8,950'
Court Registry	475'
Probate Files	250'
Consumer and Corporate Affairs	
Central Registry	5,425'
Rent Review	700'
Personnel	125'
Education	
Library	950'

Copy Film Production

	Feet
Energy, Mines & Petroleum Resources	
Mines	3,250'
Environment	
Environmental Engineer	2,625'
Water Investigation	4,500'
Finance	
Probate	61,000'
General Administration	450'
Office of The Comptroller General	1,500'
Forests	
Protection	9,050'
Health	
B.C. Medical	3,175'
Vital Statistics	4,250'
Ambulance Payment Records	250'
Human Resources	
Child Welfare	7,475'
Accounts	4,650'
Safer	500'
Labour	
Boiler & Pressure Vessel Design Plans	8,200'
Boiler & Pressure Vessel Design Files	125'
Lands, Parks & Housing	
Land Administration	375'
Home Acquisition	125'
Legal Surveys	23,575'

	Feet
Provincial Secretary & Government Services	
Library	38,450'
Archives	36,150'
Central Microfilm	300'
Ministers' Files	1,725'
Orders-In-Council	43,375'
Public Service and Superannuation	49,750'
Transportation and Highways	
Drivers License	1,350'
Motor Vehicle	102,225'
Public Works Correspondence	3,400'
Highways General Administration	125'
B.C. Assessment Authority	<u>22,200'</u>
TOTAL	<u>472,975'</u>



E.D.P. Continuous Form

	Feet		Feet
Consumer and Corporate Affairs		Human Resources	
Central Registry	1,525'	Accounts	14,175'
Economic Development		Gain	3,400'
Employee and Payroll Tabulations	250'	Gain For Seniors	3,850'
Finance		Pharmacare	500'
Real Property Taxation	900'	Lands, Parks & Housing	
Health		Home Acquisition	13,025'
B.C. Medical	475'	Transportation and Highways	
		Drivers	200'
		TOTAL	<u>38,300'</u>

Legislative Tour Program

During the past year, a record number of people experienced the tour of the legislative buildings. In 1979, 176,484 people, of which 17,556 were school students, toured the buildings. Many groups participating in the Open House Canada exchange program were welcomed to help students learn more about the province of British Columbia.

The permanent staff continues to offer tours in languages other than English. Tours have been conducted in Russian, German and Serbo-Croatian this past year. Each staff member is allocated one morning per week to research material for the tour program and also for improving skills in a second language.

This year, language skills were again enhanced by hiring summer tour guides. Bilingualism is one of the assets stressed in selecting summer staff. This summer, tours were offered in French, German, Swedish, Japanese, and Spanish. All guides had many opportunities to use their second language on their tours and these efforts were favorably received.

The Enquiry Office continues to run smoothly, and tour guides on duty there have streamlined information systems to provide information that is as accurate and current as possible. Since many inquiries are not related to the provincial government, up-to-date information on other government and community services is maintained.

The Emily Carr Gallery continues to attract more visitors and increase print sales. This year, 18,617 people visited the gallery, while sales amounted to over \$10,750. The gallery has improved its service to the public with the addition of film equipment and, since the summer, there have been two showings of Emily Carr films each day. Many of the gallery visitors are devotees of the artist's work, and they return frequently as the exhibits change.

Since mid-November this ministry has been assisting at the Emily Carr Art Centre to keep the centre open to the public.

B.C. Lotteries Branch

The year 1979 was another year of many changes in the operation of the British Columbia Lotteries Branch. The changes were made to increase the efficiency of the branch and to improve the service to the public and to non-profit ticket distributors.



Moving branch headquarters in Victoria into new and larger premises on the ground floor of the new provincial government complex at 940 Blanshard Street was a major improvement. To provide better service to ticket buyers, 24-hour automatic telephone answering equipment was installed in both the Victoria and Vancouver offices. This gave the public a telephone number to call any time of the day or night to obtain winning numbers for the latest draws. The response from the public was so overwhelming that additional equipment had to be installed in both offices.

As a further aid to the ticket buyer, lists of winning numbers are now printed in Vancouver and are available to the public the morning following the draw.

The biggest change for our non-profit distributors was the implementation of a full bank distribution system. This system allows distributors to obtain the majority of their tickets from a local branch of the Canadian Imperial Bank of Commerce. Distributors are also able to return their unsold tickets to the same branch for an immediate refund. The use of this system avoids delays stemming from the postal system and eliminates cash flow problems that were encountered by our distributors in the past.

During 1979, the British Columbia Lotteries Branch, through its 242 non-profit distributors and more than 6,600 licenced retailers throughout the province, sold in excess of 7,000,000 provincial lottery tickets, and more than 39,000,000 Western Express lottery tickets. These sales figures represent increases over 1978 sales of 33 per cent and 27 per cent respectively. The branch's net profit from these ticket sales, amounting to \$18,219,519, was deposited to the Lotteries Fund. The money in the Lotteries Fund enables the government to make grants to:

British Columbia Cultural Fund
British Columbia Special Events Club
British Columbia Health Care
Research Foundation
British Columbia Heritage Trust Fund
British Columbia Forest Foundation
British Columbia Physical Fitness and
Amateur Sports Fund

and to make direct grants from the Lotteries Fund itself.

The 242 non-profit distributors, who act as agents for the British Columbia Lotteries Branch throughout the province, earned in excess of \$7,656,941 for many worthwhile community projects (this represents a 31 per cent increase over 1978).

The drop in the number of retailers to 6,600 in 1979 was due to a long overdue purge of files to eliminate all inactive retailers from our lists.

During the year, the federal government contributed \$493,749, representing 12.5 per cent of the net proceeds from the sale of Loto Canada Lottery tickets in British Columbia.

Another major area of responsibility for the British Columbia Lotteries Branch is the licensing of organizations wishing to conduct fund-raising activities covered under the *Lotteries Act*. In 1979, a total of 2,955 licences were granted for fund-raising activities. They included 1,394 ticket lotteries, 591 casino licences, 916 bingo licences, 17 concessionaire licences, 32 social clubs, and five agricultural fairs and exhibitions.

Total revenue raised by the organizations using these methods amounted to \$9,179,889, of which \$2,968,797 represented profit used for charitable purposes. Licence fees collected by the branch totalled \$309,788.87.

The year 1979, like previous years, saw some major changes in the operation of the Western Express and Provincial lottery programs. The

biggest change occurred in the operation of the Western Express lottery when individually-packaged Express tickets were introduced in June. Each individual pouch contained one of the following:

- An Express ticket plus an additional free Express ticket for the same draw;
- An Express ticket plus an instant cash voucher for \$2, \$5, or \$25; or
- An Express ticket plus a free ticket for a surprise draw to be held monthly.

On the night of the Express draw, 10 numbers are drawn with five prizes of \$100,000, five prizes of \$10,000, plus subsidiary prizes for the last six, five, or four digits (\$1,000, \$100 or \$25 respectively). In August, a prize of five free Express tickets was offered for the last three digits of any of the 10 winning numbers drawn.

Another major change in the operation of the Western Express was the elimination of the old retailer prize structure which was tied to the major winning numbers. Every two weeks after each draw, the Foundation now draws a number of retailer numbers from the master lists, and these retailers win various prizes ranging from \$10 to a maximum of \$3,000, depending on the number of tickets sold. (The advent of this system was one of the main reasons why the branch purged its retailer lists.)

The operation of the Provincial lottery program did not see any real changes during 1979 other than adding a new instant prize worth \$1,000 on the "Scratch-n-Win" portion of the ticket. However, it was announced in late fall that a new Provincial game would be introduced January 1, 1980. The Provincial ticket will still cost \$5 but there will be a monthly draw with three numbers worth \$1,000,000 each, plus subsidiary prizes of \$250,000, \$100,000, \$100 and \$25. The "Scratch-n-Win" instant prize feature is to continue with possible instant

prizes of a free ticket or a cash voucher of \$1,000, \$100, \$20, or \$5.

The outstanding lottery event in 1979 was the announcement after many months of negotiation between the provinces and the federal government, that effective January 1, 1980 the provinces, through the Inter-provincial Lottery Corporation, would take over Loto Canada (to be renamed "Super Loto"). The price of the new "Super Loto" ticket will remain at \$10 and draws will be held every two months with an intermediate ("early bird") draw in the intervening months. A total of 10 winning numbers will be drawn worth \$1,000,000, plus subsidiary prizes for the last six, five, four and three digits (\$10,000, \$1,000, \$100 and \$50 respectively). In each individual pouch there could also be an instant prize which could be a free ticket or a cash voucher for \$10,000, \$1,000, \$50 or \$20. The "Super Loto" lottery tickets will be distributed through British Columbia's existing non-profit distributors in the same manner as the Western Express and Provincial lottery tickets.

The British Columbia Lotteries Branch wishes to thank all the volunteers who contributed so much of their time and effort in 1979 to make lotteries a success once again.

Postal Branch

The Postal Branch moved to new quarters in April, 1979. The new quarters, at the rear of 431 Menzies, have three times the space once occupied in the main building. With the proper loading ramp that was installed at the time of the move, the vehicular service can maintain a business-like flow of mail to and from the building.

The amount of mail moved during the calendar year 1979 increased at the same rate as has occurred over the last five years. The count of mails handled by the Victoria and Vancouver



locations totalled 38,011,321 pieces. This total was 22 per cent above the 31,071,909 pieces handled in 1978.

As indicated in the 1978 annual report, there was to be a major change in the distribution of mails dispatched from Victoria. In May, the director of the branch visited 13 locations in B.C. to instruct local staff on how to handle a new service called Priority Post. In September and October the director visited 11 more centres regarding this new service.

The priority system of mail distribution guarantees next-day delivery in 21 centres and

two-day service to three centres. There is a similar guarantee for mails sent to Victoria from the 24 centres.

Statistics show that the Postal Branch is saving 67 per cent in mailing costs and still providing first-class service. If agreement can be reached with Canada Post, the branch will endeavour to extend the service to other centres sometime in 1980.

Incidentally, British Columbia is the only province in Canada with in-province Priority Post and Canada Post is extremely happy with the reliability that the service has shown in its

first six months of operation.

In 1979, a second mail room was opened in Prince George in Block 400. A minor pick-up and delivery service has begun in Prince George. Mail service has been expanded in Kamloops and a branch office has been opened in Chilliwack.

The continued growth in Richmond, Delta and Surrey has prompted a survey in early 1980 with a view to locating a satellite office somewhere in one of the three areas.

In October of 1979 the branch started using its own vehicle to carry mails for delivery in the Lower Mainland. The vehicle leaves the Victoria Postal Branch daily, Monday to Friday at 4 p.m., and returns from Vancouver at 9 p.m. All types of mail, including parcels, are carried on this service and the vehicular service in Vancouver completes delivery of all items carried the next day.

Sometime in early 1980 a booklet outlining the various services available in the Postal Branch will be distributed throughout the province to those responsible for government office mailings, and the director of the branch will continue to travel to as many centres as possible to keep field personnel up-to-date on the many and varied changes occurring in Canada Post.

Total Volumes Victoria and Vancouver Only

	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	10,876,884	20,204,025
1979	12,280,258	25,796,751

* Federal postal strike — eight weeks

** Federal postal disruptions in September and October

Provincial Enquiry Centre

The Provincial Enquiry Centre was established in 1976 and is located in Vancouver. The function of this office is to give basic information on government programs, and to assist and direct the public to the right government department, branch, or official.

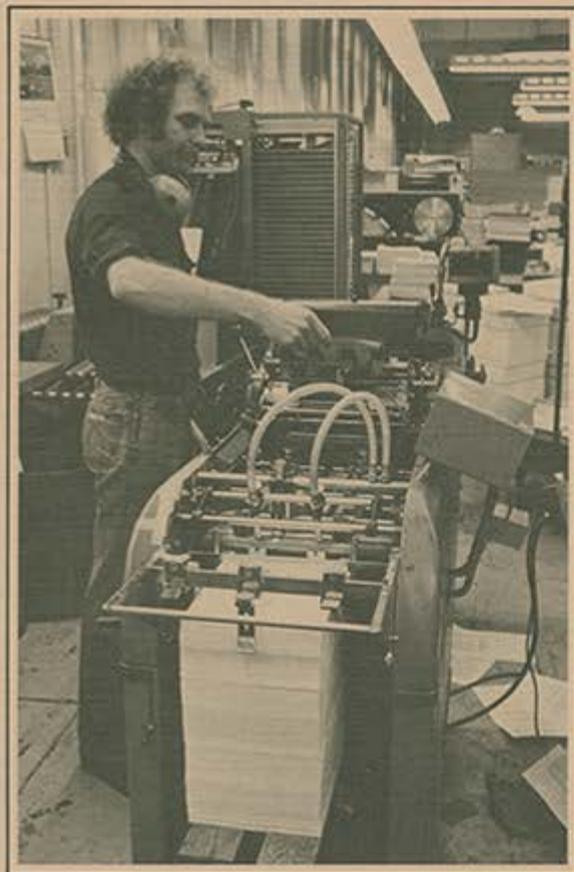
In June, 1979, the Enquiry Centre moved from 501 West 12th Avenue to the new government complex in Robson Square, at 800 Hornby Street. As a result of the move, there was a change of telephone number. This change resulted in a slight decrease in calls during the second half of the year.

March, April and May were the busiest months for the Enquiry Centre. The announcement of the five free BCRIC shares for all eligible citizens in B.C., and the upcoming provincial election, generated a record number of enquiries. The average number of calls handled during these months was 450 a day; the highest number of calls handled in one day was 1,157.

The total number of enquiries recorded in 1979 was 54,487, with an average of 4,500 enquiries per month, and 229 per day — nearly a two per cent increase over the number of enquiries recorded in 1978. The busiest month was April, with a total number of 7,940 calls.

Approximately 90 per cent of calls related to the provincial government and 5.7 per cent to federal matters. Two per cent pertained to municipal affairs and 2.5 per cent were not related to government.

The number of staff — three information counsellors and a supervisor — remained unchanged in 1979.



Queen's Printer

In 1979 the Queen's Printer experienced a major increase in the number and value of printing and stationery sales. Sales to government ministries increased almost 50 per cent to \$15 million. During the year, the Queen's Printer processed 80,000 printing and stationery requisitions and issued 7,500 purchase orders to suppliers. These figures show the large number of transactions handled by a relatively small organization.

In addition to coping with these increases in product, several major changes took place in the Queen's Printer's operations:

- An automated composition system was introduced to replace the cumbersome hot-metal composition process.
- A copy centre, featuring the latest developments in the reproduction field, neared completion on the ground floor of the Queen's Printer building in Victoria. This installation will provide an over-the-counter or same-day service for the short lead-time jobs of customers in the area.
- New systems and procedures were installed to speed up both the printing and stationery service. Further improvements of this type are presently underway.
- New equipment was installed in the press and bindery areas to speed up service.

In order to enable employees to acquire those skills required to operate the new equipment, a retraining program was implemented in many areas of the printing bureau. Over a period of six months, composing room employees were taught new and complex skills in computerized formal programming, keyboarding and layout. Press and bindery personnel were trained to take maximum advantage of the capabilities of new micro-processor controlled equipment.

A number of problems affected operations during the year:

- The Queen's Printer had difficulty in obtaining sufficient quantities of paper both for use in the bureau as well as to meet the copying and duplicating needs of the ministries. The shortage of paper was not limited to British Columbia. It was a problem that affected every major printer in North America and is expected to continue for at least another 18 months.
- The cost of printing and paper increased significantly during the year. Stationery items also experienced similar price increases. The supply of stationery items was further affected by suppliers' discontinuing product lines and extending delivery schedules.
- The Queen's Printer operated in restricted accommodation. The major increase in business volume strained the accommodation resources. The introduction of new equipment should resolve this problem to some degree.

A major thrust of the Queen's Printer was increased communication with customers. More personal contact took place, a Customer Information Bulletin was introduced, and a new printing requisition was developed to assist the customers in ordering printing.

The Queen's Printer continued to meet deadlines for a number of major sensitive jobs such as the Annual Estimates, Public Accounts and Budget papers. Much credit for this must go to the dedicated employees who take a great deal of pride in responding to the challenge of these critical jobs.

The newly-trained photocomposition staff responded to the task of typesetting the 5,800 pages of the 1979 edition of the Revised Statutes of British Columbia, which will be printed and distributed in 1980.

Ken MacDonald retired from the position of Queen's Printer and Comptroller of Stationery in August 1979. He is now enjoying a well-earned retirement after many years of faithful service.



During 1980, the Queen's Printer will emphasize improved and expanded service to its customers. Many more changes in personnel, equipment and operating practices will take place to meet this objective.

Robson Square Media Centre

Robson Square Media Centre is alive and well after its first busy year of existence. The 50,000 square feet of meeting rooms, theatres and exhibition space have become extremely popular centres for downtown activity.

The Media Centre was headquarters for registration, medical examinations and administration of the International Marathon, and the race was run over 26.2 miles of Vancouver streets, starting at Robson Square, Smithe Street door. The finish line was the Hornby Street entrance and Premier Bill Bennett made presentations to the winners on the plaza. The Symphony Fair turned the Media Centre into a daytime boutique of speciality items and a disco by night.

Canada Day celebrations exemplified use of Robson Square's total facilities when, on July 1, Canada's 112th birthday, 112 new citizens took the oath of allegiance at a specially-arranged court on the plaza, before Lieutenant-Governor Bell-Irving, the mayor of Vancouver and an assembly of government officials. The new citizens and their families were served tea, coffee and 1,000 pieces of cake at a reception in the Media Centre. Later, they and thousands of others were entertained on the plaza by dancers representing the ethnic groups in the folkfest. At the same time, in the theatres of the Media Centre, the music of many nations filled the air.

Income from April to September, 1979, was close to \$50,000, of which \$8,370 represented free use of the areas by ministries of the provincial government.

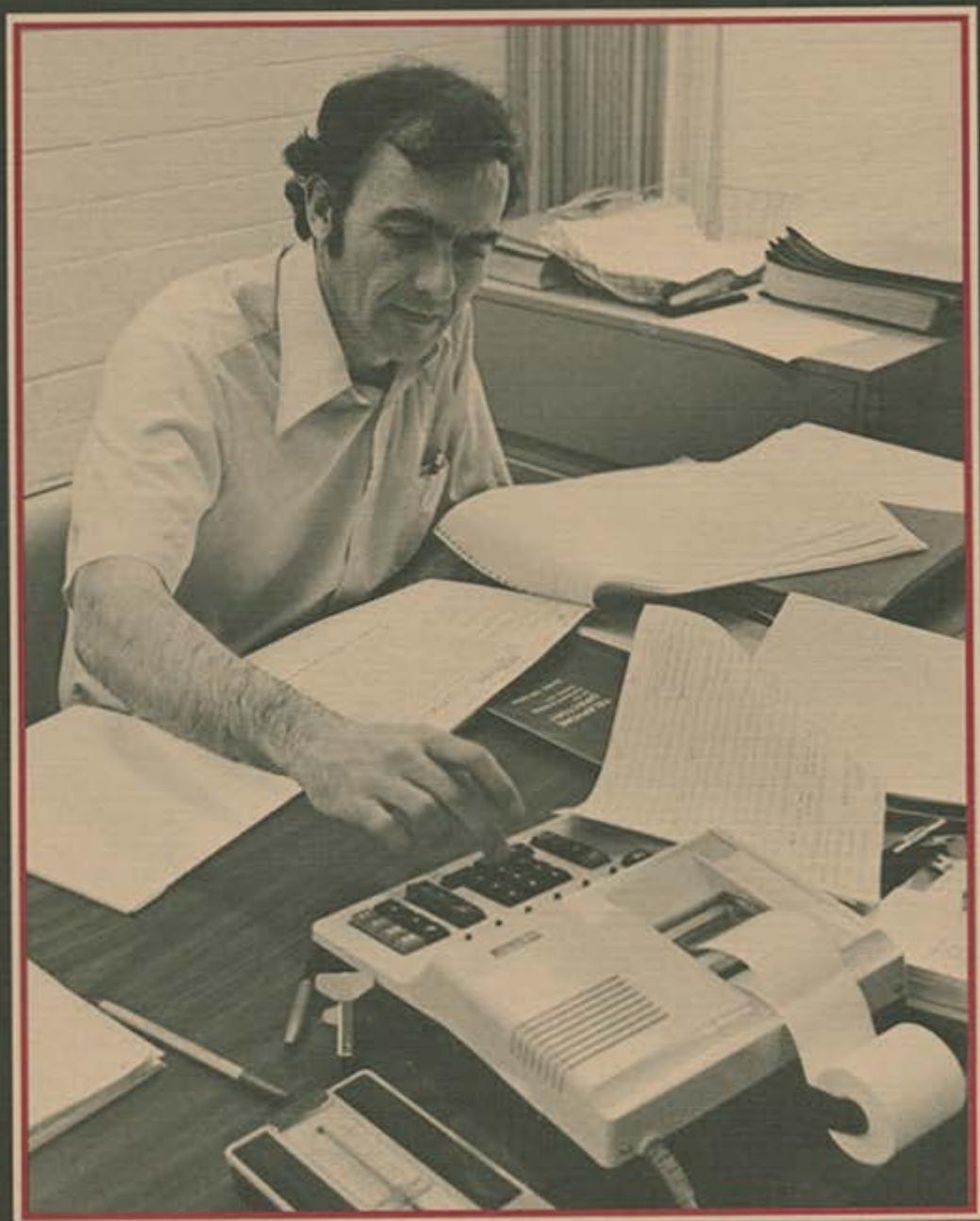
There were quiet times, such as holiday periods in July and August and over the Christmas and New Year festivities. For the busy months, the centre distributed a weekly newsletter of events that achieved excellent results through radio, print and television

publicity. The newsletter has proved a satisfactory vehicle for public information to date, but more and more requests are coming from the public for listings of activities going on in "their building". A need for regular newspaper listings is the obvious answer for enquiries and would provide an inexpensive information sheet which would be available to the public at pre-determined distribution points such as government offices, the food fair, adjoining office towers and the library.

During the year, there was an increasing demand to establish an operations policy for the centre. The ministry determined that there should be no monopoly of public areas and that the performing arts group should post a bond of good faith (breakage fee) in advance of any theatrical presentation. Both regulations did much to make negotiations easier for clients and administrative staff.

The Media Centre has benefited greatly by the acquisition of additional equipment. Complete and very adequate lighting systems were added during 1979 to allow professional execution of theatrical productions. Overhead projectors, portable slide and 16 mm projectors, auxiliary lenses and other accessories have improved the quality level of press conferences and business meetings alike.

The future and the changing scene at Robson Square Media Centre is bright and exciting for everyone.



3.

Administration and Finance

Appeals to the Lieutenant-Governor in Council

Sixty appeals were initiated in 1979 under a number of Acts. The majority, forty-six, fell under the *Motor Carrier Act*. There were five appeals under the *Private Investigators' Licensing Act*, four under the *Water Act*, and five under the *Pollution Control Act*.

Petitions of Right

The *Crown Proceedings Act*, which came into effect August 1, 1974, eliminated the need to obtain a fiat before initiating proceedings against the Crown. In those cases where the cause for petitions occurred before the new Act came into force, petitions of right are still initiated under the old *Crown Procedure Act*. In 1979, four petitions of right were initiated.

Orders-In-Council

The trend in recent years toward a reduction in the numbers of Orders-in-Council continued in 1979. In all, 3,259 orders were passed by the Lieutenant-Governor in Council as compared with 3,276 in the previous calendar year.

The popular resume of orders-in-council was prepared 51 times throughout the year, for distribution to approximately 1,200 individuals and organizations. Some 750 of these recipients are people who have specifically requested the resume, while the remainder are Members of the Legislative Assembly, the news media in British Columbia and government officials on the CORE mailing list.

Great Seal

The Great Seal of the province was used 867 times in 1979, compared with 830 times in the previous year. The most frequent use (633) was, as usual, on Crown Grants under the *Land Act*. The seal was also used 111 times on letters patent, 30 times under the *Provincial Court Act*, and 82 times on proclamations.

The Comptroller's Office

The Comptroller's Office is responsible for all financial and budgetary matters pertaining to the ministry. The staff receives such items as invoices, travel claims and payroll documents; checks their validity; ensures that expenditures conform to accepted practices and regulations; verifies that they are within budgetary restraints; and then prepares the necessary vouchers required by the Ministry of Finance to perform its audit function and to issue the cheques.

The Comptroller's Office also collects and manages any revenue received by the ministry and is responsible for the preparation and distribution of many reports which are used either internally or by other ministries and offices such as Treasury Board and the Comptroller-General.

Each year, at the call of the Treasury Board, the ministry prepares its estimates to cover the next fiscal year's operations. The Comptroller's Office coordinates the collection of this data, reviews it for errors or omissions, and presents it in the required format for review by the Deputy Minister, Minister and Treasury Board.

The Comptroller and his staff advise senior ministry officials about ongoing fiscal administration policies and on the financial and administrative implications of decisions, thus aiding in an efficient, sound, and expedient course of action.

Prior to government re-organization, the Comptroller for the Ministry of Health also acted as Comptroller for Provincial Secretary and several smaller offices. The accounting functions were later re-organized and a separate Comptroller's Office was established for the Ministry of the Provincial Secretary and Government Services. The newly-established Comptroller's Office for Provincial Secretary retains responsibility for the Ministry of Intergovernmental Relations, the Premier's Office, Legislation (Speaker's Office), and the Committee on Crown Corporations. In addition, the Comptroller's Office is continuing to provide services to the auditor General's Office and the recently-established, separate Ministry of Tourism.

The 1978/79 actual expenditures are given in the following statement. The overall total for the ministry was \$148,179,589 including expenditures by tourism of \$10,210,731; Public Service Commission — \$3,016,696 and Superannuation — \$87,854,004.

Government House

Government House is the official residence of His Honour the Lieutenant-Governor of British Columbia and is a centre for many official functions. During 1979, more than 16,300 guests attended luncheons, teas, dinners, receptions, balls, garden parties, performances, presentation ceremonies, and tours.

A reception was held at Government House on the occasion of the visit to British Columbia, in April, by His Royal Highness, Prince Charles.

Other distinguished visitors to Government House included Their Excellencies the Governor General of Canada and Mrs. Edward Schreyer. Their Excellencies participated in a full schedule of official engagements, including

a visit to the Lester B. Pearson College of the Pacific, the official opening of the Institute of the Ocean Sciences, the official opening of the British Columbia Winter Games, and the naming of the Canadian Coast Guard icebreaker Franklin. In their honour, a number of luncheons, receptions, and dinners including a state dinner at Government House were held in Victoria, Vancouver and Kamloops.

His Honour C. Irwin McIntosh, Lieutenant-Governor of Saskatchewan, accompanied by Mrs. McIntosh, was a guest at Government House on the occasion of his visit to HMCS Saskatchewan to meet the ship's company.

Ambassadors Esteban Arpad Takacs of Argentina, Wang Tung of the People's Republic of China, Stefan Murin of Czechoslovakia, Xavier Daufresne de la Chevalerie of France, Count Max von Podewils-Durniz of the Federal Republic of Germany, Widodo Budidarmo of Indonesia, Michiaki Suma of Japan, Paul Willem Jalink of the Netherlands, Petter Graver of Norway, Dr. Stanislaw Pawlak of Poland, Thomas Ostrom Enders of the United States of America, and Mitko Calovski of Yugoslavia were entertained, as were High Commissioners Stanley Leon Taylor of Barbados, Sir John Archibald Ford of Britain, Berenado Vunibobo of Fiji, General Tapiswar Narain Raina of India, Alfred Arnold Upindi of Malawi, Datuk Ahmad Zainal of Malaysia, Oladele Akadiri of Nigeria, and the Honourable Dean J. Eyre of New Zealand.

Consular officers, stationed in British Columbia, representing Britain, Denmark, France, the Federal Republic of Germany, Indonesia, the Netherlands, Norway, Thailand, and the United States of America paid their respects to Government House.

Other notable visitors were author Pierre Berton; Commissioner Ione Christensen of the Yukon Territory; the Honourable Jay

Hammond, Governor of the State of Alaska; Dr. Lotta Hitschmanova, Executive Director of the Unitarian Service Committee of Canada; Madame Jules Leger; Dame Vera Lynn; Sir David McNee, Commissioner of Police, New Scotland Yard; Mr. Hector S.P. Monro, Britain's Minister of Sports, Recreation, and National Parks; and Mr. Dietrich Stobbe, Dr. Gebharg Ziller, and Dr. Konrad Reuter, all of the Federal Republic of Germany.

Senatorial, interparliamentary, and education missions from France were entertained, as was an economic mission from the Netherlands, and a trade mission from Italy.

Government House hosted a number of important awards ceremonies. Honours were awarded by the Queen's Venturers, Dominion of Canada Rifle Association, Duke of Edinburgh Awards program, Children's International Summer Villages, the Heritage Canada Awards for Heritage Conservation, and the Ministry of Human Resources' Year of the Child and Family in British Columbia program. Long services awards were presented by the Canadian Corps of Commissionaires, and Commonwealth bravery awards by the Royal Life Saving Society of Canada, British Columbia and Yukon Division.

Provincial public servants received continuous service awards at two consecutive evening ceremonies during which 211 employees receive certificates recognizing 25 years' service, and 30 employees received gold watches for 35 years' service.

Government House guests were entertained by performances by the international cast of *Up with People*, the Asahikawa Choral Group from Hokkaido, Japan, and the Victoria Citadel Band of the Salvation Army which presented a program of Christmas carols.

Forty-two tours of Government House were conducted during 1979 and afforded almost

1,700 people, primarily elementary and secondary school students, an opportunity to see the official residence of the Lieutenant-Governor, and to learn the history of Government House and the role of the Lieutenant-Governor. Eight of the tours involved young people visiting British Columbia under the Open House Canada youth exchange program.

Special Projects and Protocol

The Ministry of Provincial Secretary and Government Services is responsible for protocol within the province and the responsibility includes making arrangements for visits by distinguished personages to the province.

The Special Projects and Protocol Division directs the planning and execution of these visits. The highlight of the year was the visit from March 31 to April 3 of His Royal Highness, The Prince of Wales. His Royal Highness is the President of the United World Colleges and in this, his first visit to the province, he toured and attended meetings at Lester B. Pearson College of the Pacific Vancouver Island.

The Excellencies, Governor General and Mrs. E.R. Schreyer, made their first official visit to the province from February 26 to March 3. Their Excellencies visited Lester B. Pearson College and His Excellency officially opened the Institute of Ocean Science at Patricia Bay.

Other distinguished visitors during the year included the Honourable Jay Hammond, Governor of Alaska, and the Honourable Ione Christensen, Commissioner of the Yukon Territory, who attended an Alaska/British Columbia/Yukon Heads of Government meeting in Victoria from August 28-30. M. Jacques Pelletier, Secretary of State for Education of the Government of France, and



Mme. Pelletier also visited the province from October 6-9 to attend meetings in Vancouver and Victoria.

Indian Advisory Branch

The First Citizens' Fund was established in 1969 under the *Revenue Surplus Appropriations Act* to contribute support through cost sharing to projects which expand and advance the cultural, educational,

recreational and economic development of the North American Indians in British Columbia. The general philosophy of the First Citizens' Fund is to help native Indian people help themselves.

The Indian Advisory branch administers the First Citizens' Fund which provides financial assistance for special projects and programs initiated by native Indian people. There is an advisory committee of six native Indian people.

who represent various parts of the province. The aim of the First Citizens' Fund Advisory Committee is to encourage and stimulate native Indian participation in various projects through cost-shared arrangements. The committee meets every three months to review the applications made to the fund and to make recommendations to government through the Provincial Secretary.

In 1979, the First Citizens' Fund Advisory Committee reviewed 283 applications totalling \$4,439,612. Of these, the committee recommended approval of 199 applications totalling \$1,747,103.

Because education is a prime necessity, the First Citizens' Fund continues to encourage Indian students to enrol in post-secondary educational institutions and offers incentive bursaries to those engaged in college or university courses.

The First Citizens' Fund has encouraged the development of programs that involve the native Indian people of British Columbia in the preservation of their languages, customs, legends, art and history.

These projects enable native Indian people to enhance their identity and retain their culture and heritage.

Lottery Grants Branch

The first of a continuing series of quarterly news releases detailing recipients of grants from the Lottery Fund was issued on January 5th. Publicity resulting from this release created a rush of applications which, by the end of the year, reached 1,289.

To deal with the demand, a Lottery Grants branch was formally established. It now has a staff of seven who receive, investigate, and recommend approval or rejection of requests for a great variety of projects in all parts of the province.

During 1979, the Lottery Grants Branch approved direct grants to assist 353 projects throughout the province, the combined value of which totalled \$17,881,269. Projects supported by lottery grants benefit all segments of the population, from preschoolers to senior citizens and all parts of the province. The table below shows the number and average size of grants given to groups.

Direct Grants to Groups

Amount of Grant - \$	Number of Grants Given	%	Total \$ Amount of Grants Given	%	Average \$ Amount of Grants Given
0 — 10,000	177	50.1	520,818	2.9	2,942
10 — 25,000	70	19.8	1,041,482	5.8	14,878
25 — 50,000	41	11.6	1,352,905	7.6	32,998
50 — 100,000	26	7.4	1,824,370	10.2	70,168
100 — 500,000	31	8.8	6,741,694	37.7	217,474
— 500,000 +	8	2.3	6,400,000	35.8	800,000
	353	100.0	17,881,269	100.0	50,655

Some of these projects involved major amounts. For example, two grants of \$750,000 were approved for Year of the Child and Family Projects. The Vancouver Indian Centre received \$300,000 toward costs of relocating. The Canadian National Institute for the Blind received \$175,000 to buy and distribute special equipment to the visually impaired. Nearly 70 per cent of the grants, however, were for less than \$10,000.

A further 419,108,350 were transferred to other funds approved for distribution by other fund-granting areas of the ministry and other branches of government. The major recipients were as follows:

	1979	1975/79
(a) To British Columbia Cultural Fund	\$1,875,000	\$5,018,350
(b) To British Columbia Physical Fitness and Amateur Sports Fund	2,000,000	4,900,000
(c) To British Columbia Special Events Fund	1,000,000	2,690,000
(d) To British Columbia Health Care Research Foundation	2,700,000	5,400,000
(e) To British Columbia Heritage Trust	100,000	1,100,000

To be seriously considered for a grant, applications must be for:

- Projects of a one-time nature (on-going operating costs are not covered);
- Projects of wide community interest and appeal;
- Projects of a type not normally funded by other areas of government; and
- Non-profit oriented groups and organizations.

Personal Services Branch

For the ministry, 1979 was a significant year because of the major internal re-organization which took place.

A re-organization of government in 1978 saw the following functions being added to the ministry from the former Ministry of Recreation and Conservation: cultural services, library services, heritage conservation, and recreation and fitness.

As a result of these additional functions, a total of 24 new programs reported directly to the Deputy Provincial Secretary and Deputy Minister of Government Services. It became apparent that the old organizational structure could not operate effectively. With the help of Treasury Board staff and the approval of Treasury Board, a change in organization occurred whereby all ministry programs were divided into three basic groupings: (1) Culture, Heritage and Recreation, (2) Finance and Administration and (3) Government Services. In the spring of 1979, three assistant deputy ministers were appointed to supervise these groupings: A.R. Turner — Culture, Heritage and Recreation; J. Woytack — Finance and Administration; and B. Kelsey — Government Services. The three assistant deputy ministers report directly to the Deputy Minister. The various programs administered by the three groupings are listed below:

Culture, Heritage and Recreation

- Provincial Museum
- Resource Museums
- Library Services
- Cultural Services
- Provincial Archives
- Heritage Conservation
- Recreation and Fitness

Finance and Administration

- Finance and Audit
- Personnel Services
- Lottery Grants
- General Administration
- Special Services and Protocol
- First Citizens' Fund
- Government House Administration
- B.C. House London Administration

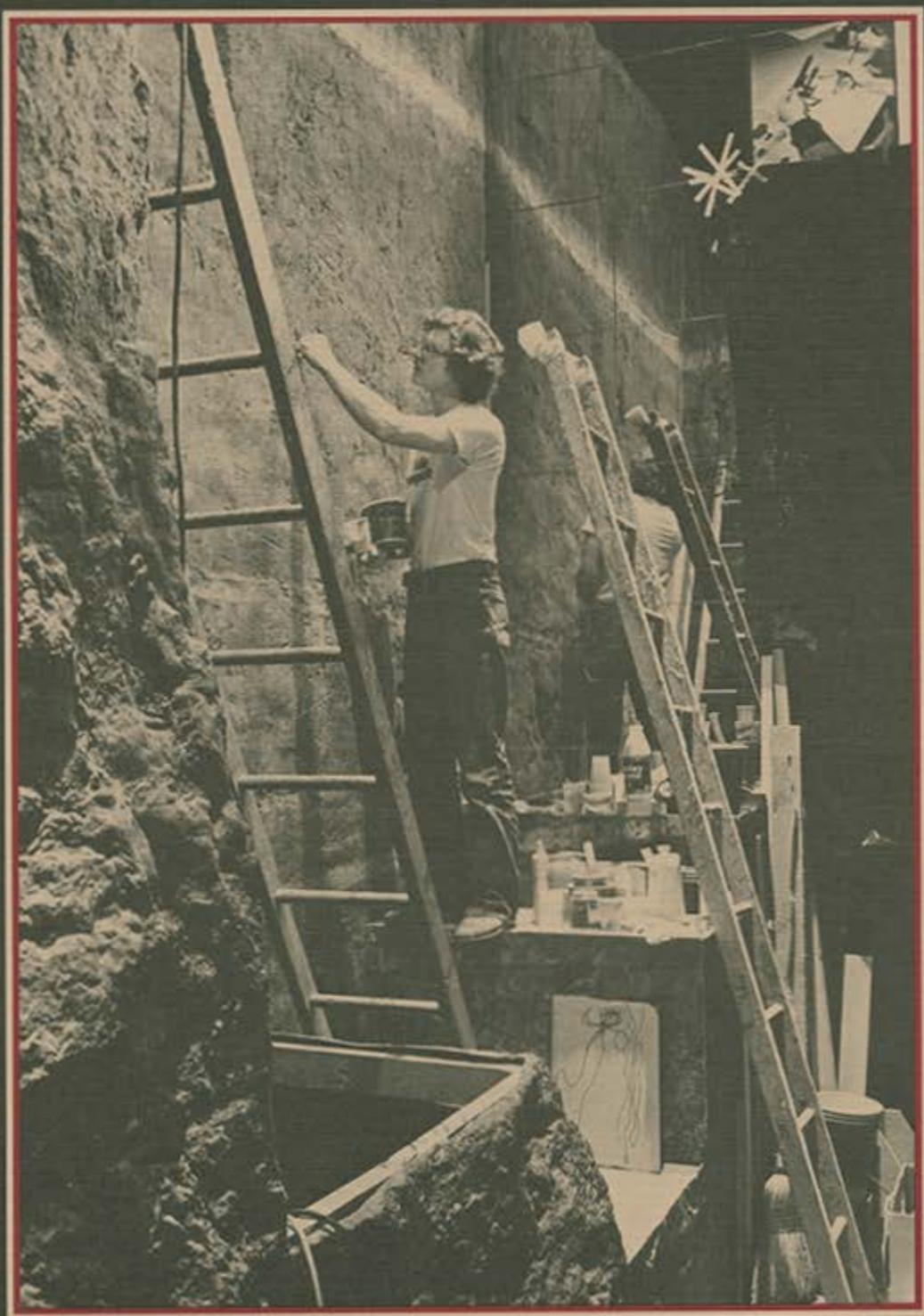
Government Services

- Lotteries Branch
- Provincial Elections Branch
- Government Publications
- Robson Square Media Administration
- Legislative Library
- Government Printing Bureau
- Postal Branch
- Microfilm Services
- Legislative Precinct, maintenance and restoration services

Following the re-organization and the appointment of the assistant deputy ministers, several branch organizational studies occurred, including the establishment of the Comptroller's Office which had been shared with the Ministry of Health.

During the calendar year, 61 classification reviews were undertaken, a number being associated with internal branch organizational studies. Approximately 451 regular and auxiliary appointments were made with 94 taking place through the competition process. The youth employment program provided funding for employment of over 100 students during the summer months. With the enlarged ministry activity, the number of grievances filed and successfully resolved increased significantly. None of the grievances, however, reached the stage of actual arbitration.

At the end of the year, the Ministry of Provincial Secretary and Government Services, Personnel Services Branch, provided personnel services to three ministries, two commissions, one board, the Premier's Office and the Executive Council with a combined total staff of 1,100.



4.

Culture, Heritage and Recreation

British Columbia Provincial Museum

The British Columbia Provincial Museum continued to be popular and productive. Two examples of successful projects were the Museum Train, with its story of steam, which finished its five-year tour of the lower Fraser and Vancouver Island; and the Newcombe Auditorium, which the Friends of the Provincial Museum funded through a highly-successful experimental season.

Linguistics Division attracted public interest with its experimental course in Linguistics, and was active in enlarging the best collection of Indian language tapes on the west coast.

Ethnology made numerous noteworthy additions to its expanding collections of Northwest coast Indian materials, mainly through Lottery Fund purchases, and produced a totem pole for the new Captain James Cook museum at Middlesborough, England. Temporary exhibits were made on old photographs as research tools, and on Athapaskan beadwork.

Archaeology Division collected objects and data by the Liard River, Hesquiat Harbour, Seymour Inlet and in the Victoria area. Soils and faunal remains from Jesquiat and Duke Point were analysed. The faunal reference collection of bones were enlarged, and reference collections of seeds and pollen were begun.

Modern History Division concentrated on a backlog of cataloguing, and on shaping a collecting policy. The focus of attention is now

on goods made in British Columbia, including tools, equipment and other manufactured items.

Aquatic Zoology Division worked in the Kettle River, in the Kootenay area, and went to sea on the Weathership "Quadra". Other highlights of the year included — along with other natural history divisions — detailed work on the first phase of the new Natural History Gallery to open in early 1980.

Entomology Division lost its senior Curator Dr. Robert H. Carcasson, who resigned. Robert A. Cannings was appointed to this post. Work progressed on collecting arachnids.

Activities in the Vertebrate Zoology Division were largely dominated by the demands of the new natural history gallery.

Botany Division added 5,000 specimens to its collection which now totals 95,000.

Illustrations and text were completed for the first volume on the Province's Sunflower Family, and research continued on grasses, water plants, alpine plants and salt marsh plants.

Museums Advisor Division made personal visits to 120 community museums; offered 18 museum training seminars (funded by the National Museum) throughout the province, and advised and otherwise assisted approximately 180 museums.

After nine years, the Conservation Division finally solved the condensation problem in the museum's large outdoor exhibition space, did conservation work in the Indian village of Ninstints, and was active at spreading the work of good conservation of collections to other museums in the province where no such capability exists.

Education and Extension Division initiated a new guiding service staffed by volunteers trained to serve visiting groups by appointment. In all programs, the division gave



special attention to 14,000 school children, and to 20,000 other visitors to the museum. The Museum Train was managed this year by this division.

Exhibits Division had its year dominated by demands of the new gallery, "Living Land, Living Sea," to open in 1979. The gallery involved much experimentation with the preservation of natural plant material that was undertaken in co-operation with Queen's University. During the year Ed Mullett, museum carpenter since 1966, retired.

The Museum's publishing program produced a number of major works. "Allan Brooks: Artist Naturalist", by Hamilton Mack Laing, was a well-illustrated biography. The handbook, "Plants in British Columbia Indian Technology", by Nancy J. Turner, opens a new area to the public. "Attracting and Feeding Birds in British Columbia", by R. Wayne Campbell and Harold Hosford, is in wide use throughout the province. "Motion Picture Production in British Columbia: 1898-1940", by Colin Browne, set out to catalog every British Columbia picture that moved. "A Bibliography

of British Columbia Ornithology", by R. Wayne Campbell and others, begins a series aimed at completeness, and "Cara '77" is the record of the fourth conference of the Canadian Rock Art Research Associates and is about a popular Indian art form found throughout British Columbia.

Momentum has been sustained by the many generous people who have donated their time as volunteers to the museum. They number in the hundreds, and they add many personal touches to the museum's programs. The British Columbia Provincial Museum continues to be a leader in many fields, and closed its 93rd year with confidence.

Cultural Services

The Cultural Services Branch acts on behalf of the government to stimulate and encourage the creation, performance and appreciation of the arts of British Columbia. It administers programs and provides services to increase awareness of cultural development, and is responsible for facilitating government support and encouragement for cultural activities.

One of the branch's major responsibilities is the administration of the British Columbia Cultural Fund, which provides assistance to provincial arts organizations on an annual basis. The fund, established as a perpetual endowment fund in 1967, now stands at \$20 million, and provides an annual interest of approximately \$1.5 million for grant purposes.

Since 1975, the interest has been augmented with revenues from the British Columbia Lottery Fund, which this year accounted for more than 50 per cent of the money allocated to arts organizations.

Grants totalling \$2,172,635 were provided to major professional arts institutions and organizations in the field of music, dance, theatre, crafts, visual and literary arts.

Provincial and national organizations also received assistance from the Lottery Fund.

These grants are made on the recommendation of the British Columbia Arts Board, an advisory body of 15 citizens appointed by the Minister, that represents all regions of the province and all disciplines of the arts. In determining policy and grants, the Arts Board uses the talents and services of other experts as members of advisory committees in each of the major disciplinary areas (music, dance, theatre and visual arts).

Cultural Services Branch acts as a secretariat to the British Columbia Arts Board, and maintains communication and liaison with all professional arts organizations in the province, with community and regional arts councils, provincial and national arts organizations, arts agencies of other government, and with other provincial agencies involved in arts programming.

Community Programs

During 1979, direct assistance of \$375,630 was provided to support the activities of 77 community arts councils throughout the province which are responsible for the encouragement of local and amateur arts activity in their communities. More than half the population of B.C. (outside Vancouver) has some participatory involvement with local arts councils or their member groups.

Recent research by the branch profiled the scope and financial ramifications of community arts activities and found that provincial funding supports 50 per cent of the arts activity at the local level.

In April, the branch coordinated the annual conference of provincial arts councils, during which delegates representing more than 70 communities met for a three-day period to attend workshops and seminars on management and administration, budgeting

and fund-raising.

As part of the branch's consultation service, staff travelled to more than 50 communities during the year providing consultation on branch programs, and conducted specialized workshops at provincial and regional conferences.

During 1979, 182 scholarships totalling \$255,170 assisted young British Columbia students in such disciplines as music, dance, drama, visual arts, arts administration, crafts and creative writing. More than 40 communities throughout the province were represented, with most of the recipients pursuing further education within British Columbia.

Cultural Fund scholarships have enabled British Columbia students to study at such institutions as the Julliard School of Music, New York; Eurytheum in Berlin; Ecole de Mime Corporel in Paris; and the Zoltan Kodaly Institute of Music in Budapest.

The top award in this area is the Professional Study Award, with only five awards made each year for all disciplines. Winners of the \$5,000 award in 1979 included Philip Candelaria, 23, musician, studying at Peabody School in Baltimore; Ian Robertson, 21, an apprentice to potter Wayne Ngan at his Hornby Island studio; and soprano Dorothy Jean Lloyd, 25, who is studying in New York in preparation for international competitions in Paris, Vienna, Zurich and Bonn.

Touring Programs

Through a special program known as Arts Resource Touring Subsidy (ARTS), more than \$50,000 was provided to assist community sponsors to present more than 200 professional performing arts events in 43 communities across the province. This program enables areas outside the larger, populated centres to hear, see and enjoy major

artists.

The in-school branch of ARTS, known as Artists in B.C. Schools (ABC's), jointly funded by Cultural Services and the Vancouver Foundation, and administered by the B.C. Touring Council, provided an opportunity for 87,000 children in more than 50 school districts to experience 123 professional performing arts events in their own schools.

Another touring program, Package Deal Theatre, was developed by the branch in cooperation with Canada Council Touring Office and Vancouver Professional Theatre Alliance to promote touring of B.C.'s professional theatre companies. As a result of this program, many communities outside the Lower Mainland have had an opportunity to see quality theatrical events for the first time. This season's productions were: "Jacques Brel", produced by David Y.H. Lui; "Same Time Next Year", a production of the Arts Club Theatre; and

Vancouver East Cultural Centre's, "Billy Bishop Goes to War".

Another cooperative venture between the branch, the Heritage Festival Society and the Canada Council Touring Office, made possible the "Greatest Little Travelling Supershow for Young People". This, the first national tour of performing arts for children, opened in Victoria in May and performed for a period of three weeks. It visited six centres to promote the development of children's audiences, community festivals and performance opportunities for audiences of more than 60,000.

The branch was also involved in international touring, when British Columbia was represented at "Canada Days" at UNESCO headquarters in Paris by the world-class Vancouver children's theatre, Carousel. The company performed an excellent production of "Ice Wolf", based on an Inuit myth. Carousel



Theatre is the first British Columbia theatre to tour internationally.

As part of the visual arts component of the branch, a number of projects have taken place. "Paperworks", an exhibition of 59 works on paper by 35 artists selected from the British Columbia Art Collection, toured London, Paris and Brussels. Eight large canvasses from the provincial collection were selected to represent British Columbia at the Birmingham Festival of the Arts. The exhibition, entitled "West Coast on Canvas," was initiated at the request of the Premier. "Long Beach", a painting by internationally-recognized Vancouver artist Gordon Smith, was selected to represent British Columbia in the Gallery of the Provinces, at Canada House, London.

Currently, the British Columbia Art Collection comprises 633 works by 181 contemporary artists. An acquisition program is being finalized to augment the holdings of the collection.

Special Projects

A number of special lottery projects were administered by the branch during the year. "B.C. Books for B.C. Libraries" was a highly successful program that provided an opportunity for 64 public libraries to purchase more than 12,250 books by British Columbia authors produced by British Columbia publishers.

An exhibition entitled "British Columbia Through the Eyes of the Artist" has toured London, Paris, Brussels, and Bonn. Thirty works by 15 provincial artists are represented.

Another internal touring exhibition featured Victoria artist Emily Carr. Forty-two works, on loan from the Vancouver Art Gallery, the provincial archives and the University of British Columbia collections, travelled to London and Paris.

Branch staff provided service and expertise by the British Columbia Lottery Fund by adjudicating and by assessing grant applications of an arts and cultural nature.

At the request of the Premier's Office, Cultural Services Branch organized and coordinated a major three-day conference of more than 200 multi cultural and ethnic representatives to identify goals and policy objectives that might be included in a provincial multicultural policy. In cooperation with the affiliation of multi-cultural societies of British Columbia, the conference provided a form for delegates representing 85 groups or service organizations to formulate policy recommendations in the following areas: community and social aspects of multiculturalism, education, arts and heritage preservation, business and professional concerns. Since then, an inter-ministerial committee has made more in-depth deliberations towards the establishment of a multiculturalism secretariat.

During the year, the Cultural Services Branch assumed responsibility for continuing the activities of Emily Carr House and initiating alternative community uses for the facility. Children's art classes, organized by Millicent Shapiro, have been an on-going activity at the House, as have exhibitions by local artists.

T.G. Fielding, director of the Cultural Services Branch, is the western provincial representative on the Interprovincial Council of Cultural Directors (representing British Columbia, Alberta, Saskatchewan, Manitoba and the Yukon) and a member of the Assembly of Arts Administrators. The branch also acts as a central information and coordinating agency for other ministries in activities of a cultural nature. Assistance with curriculum development and information on in-school performances was provided for the Ministry of

Education; advice on publishing assistance and cultural industries was given the Ministry of Economic Development; information on craft fairs, festivals and special events went to the Ministry of Tourism and Small Business; and visiting dignitaries, national cultural agreements and interprovincial and international exchanges were assisted for the Ministry of Inter-governmental Relations.

Heritage Conservation Branch

The year 1979 marked the second full operational year for the new Heritage Conservation Branch.

Undoubtedly, the highlight of the year was the amount of public communication handled by the branch. This can be attributed directly to the wider range of grant and technical assistance programs available from the branch and the British Columbia Heritage Trust.

During 1979 the development of master plans for a number of provincial heritage parks and sites was initiated. The plans are designed to guide all future capital works on these properties.

All project master plans along with other Branch policy initiatives were channeled through the Provincial Heritage Advisory Board. During 1979, the board held five meetings in five different communities. Recommendations for the board meetings were forwarded to the Minister for his information and action.

Several national conferences in the heritage field were held in British Columbia during 1979, including the Canadian Archaeological Conference and the annual general meeting of the Heritage Canada Foundation. The branch assisted both in the hosting of the conferences and in making technical presentations.

Late in 1979, the branch undertook some of its

first heritage preservation projects on government properties. This work included projects at Craigflower School and Emily Carr House in Victoria and the grist mill at Keremeos. This work, based on approved master plans, is scheduled to continue in 1980.

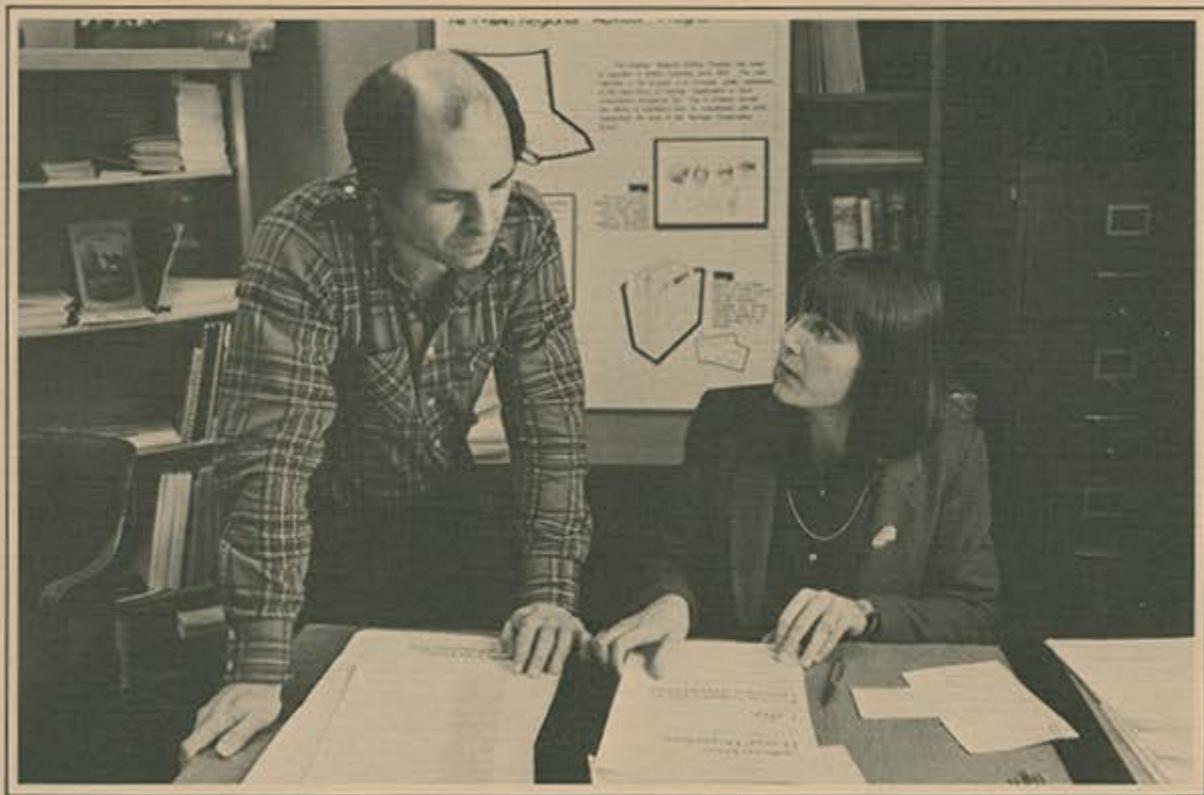
On December 1, 1979, the Heritage Conservation Branch took up residence in an older Victoria building that had been recycled by the British Columbia Buildings Corporation. The branch now occupies 1016 Langley Street, the site of the former British Columbia Electric Company Building, which was built in approximately 1912.

Heritage Administration and Development Division

The Division's accountability for administrative and developmental functions of the Heritage Conservation Branch was augmented during the year with responsibility for managing several provincially-owned heritage properties in Victoria. Craigflower Manor, Craigflower School and Helmcken House had previously been managed by the Provincial Archives, and Point Ellice House had been managed by the Parks Division.

Work had started on a restoration project and a management agreement of the provincially-owned Keremeos Grist Mill at Keremeos, and an operating grant was made to the municipally-owned historic O'Keefe Ranch at Vernon. Liaison with the National and Historic Parks Branch was maintained in the joint federal/provincial project at Fort St. James and the Klondike International Gold Rush Park.

A program was initiated for co-ordinating capital development at various heritage properties. Forms and terms of reference were established for contracts and projects implemented by the branch and by other agencies.



Consulting Services Division

Personnel of the Consulting Services Division carried out 96 visits to specific sites throughout B.C. as a result of public correspondence with the branch and through the Minister. Of these surveys, 35 were developed in detail for submission to the British Columbia Heritage Trust for funding.

Many projects were completed, or commenced construction during the year, such as the stained glass dome in the Hook Sin Tong Benevolent Society Rooms in Victoria, re-roofing of both the town hall in Kaslo and the courthouse in Greenwood, restoration of the Miners' Hall at Rossland, and many others.

Detailed surveys and measured drawings have been carried out on many projects, including Craigflower School, the Congregation Emanuel Synagogue in Victoria, the Filberg Estate at Comox, the Emily Carr House in Victoria, the Keremeos Grist Mill and Burns Lake Hospital.

Surveys and inventories were carried out at Fernie and Greenwood by consultants under supervision from the Division.

Visits were also made to municipalities and heritage advisory committees throughout the province, and seminars were conducted in co-operation with other divisions at Burns Lake, Nanaimo, Delta, Hudsons Hope, and Prince George.

Planning and Interpretation Division

During 1979, the Planning and Interpretation Division (formerly Research and Planning) completed several projects including a major pilot program for comprehensive urban heritage conservation planning, with specific focus on Nelson, B.C. This community was studied over a two year period, with the report *Nelson: A Proposal for Urban Heritage Conservation* due to be published in 1980. The division also formalized the statement of branch goals and objectives. The Resource Information Centre was established and developed as a facility to provide both printed and audio-visual material on heritage to branch staff.

The Planning and Interpretation Division played a major role in the internal realignment of the branch, and acquired responsibility for co-ordinating all branch information programs such as publications, the branch newsletter, the regional advisor program, and the interpretation programs for heritage sites. An inventory of heritage buildings managed by the British Columbia Buildings Corporation was completed by the division, in addition to a concept plan for Barkerville and Fort Steele Historic Parks, and a management plan for Craigflower Schoolhouse. External divisional functions included the funding and hosting of a municipal heritage workshop in conjunction with the Heritage Canada meetings in Victoria, October, 1979.

British Columbia Heritage Trust

The British Columbia Heritage Trust receives its mandate from the *Heritage Conservation Act*, which, in 1977, provided for the first time, for the establishment of a Heritage Trust Fund. The purpose of the trust, as outlined in Part IV of the Act, is "to support, encourage and facilitate the conservation, maintenance and restoration of heritage property in the province." The trust endeavours to fulfill this

mandate principally through providing funds in a number of specific heritage-oriented programs.

The fund is administered by a board of directors and chairman, who are appointed by the Provincial Secretary and Minister of Government Services. The board of directors meets approximately every two months to consider applications for five major grant programs in the areas of publications, planning and inventory, restoration projects, scholarships, and heritage area revitalization.

The Provincial Secretary is the minister responsible for the British Columbia Heritage Trust, and these grant programs are carried out in conjunction with the Government of British Columbia.

(A separate annual report for the B.C. Heritage Trust is tabled in the legislature each year).

Resource Management Division

The former Archaeology Division (Provincial Archaeologist's Office) of the Heritage Conservation Branch underwent a significant staff and functional re-organization during the latter half of the 1979-80 fiscal year. Effective November 1, 1979, the Division became known as the Resource Management Division.

The formulation of a new Division of Resource Management was considered necessary for the following reasons:

- (1) to meet the need for an expanded program of heritage impact assessment which will include archaeological, palaeontological, and historic resources;
- (2) to integrate the research needs and capacity of the branch to include historic, archaeological, ethnographic and palaeontological research;
- (3) to integrate the heritage inventory and evaluation functions of the branch into a single division; and

-
- (4) to provide for more effective liaison between the branch and various government and non-government agencies in the area of regional land use and settlement plans in relation to all heritage matters.

The new division incorporates the programs and activities of the previous Archaeology Division as well as the research section of the former Research and Planning Division. This process includes a transfer of both staff and specific programs between the two divisions.

The division continued its various archaeological resource management programs during the year. Much of this activity is field-work-oriented, requiring the employment of some 65 auxiliary staff on a seasonal basis on the following programs: (a) eleven excavation and/or heritage object(s) recovery-type projects, one related to palaeontological resources, eight of an archaeological nature, and the remaining dealing with the salvage of ethnographic objects; (b) fifteen heritage impact assessment projects; and (c) eleven heritage resource inventory projects.

A considerable effort was also expended on follow-up analysis of archaeological data and materials gathered in the course of field work activity.

Library Service Branch

As minister responsible for the *Public Libraries Act*, the Provincial Secretary oversees the operation of 15 municipal public libraries, four consolidated library systems, a federated library system, three government-sponsored associated library systems, 45 public library associations, and 10 reading centres.

The Library Services Branch, a part of the Division of Culture, Heritage and Recreation, is responsible for ministry liaison with 65 public library boards as well as other agencies and

individuals actively interested in public library services. The branch publishes annual statistics relating to the operation of public libraries and advises the minister on the distribution of library grants-in-aid.

The overall cost of operating a public library service throughout the province now runs to something over \$26,000,000 a year. This includes \$21,500,000 in municipal taxes, \$3,450,000 in provincial grants, and \$1,350,000 in direct expenditure on the work of the Library Services Branch. The branch administers service in three areas based in Prince George, Dawson Creek and Cranbrook, an advisory office in the Lower Mainland, a centre for production and distribution of books recorded on cassette tape, and the Open Shelf.

In 1979 the ministry confirmed a formula for grants established in 1978 when the Library Services Branch belonged to the Ministry of Recreation and Conservation. Based on the population of each library's service area, the formula provides up to \$2 per capita for each library and library system. Expenditure of the grant money is limited to the acquisition of books, the most essential resource in our public libraries. The cost of operating library premises and staffing them is the responsibility of local library boards, where the greatest financial control can be exercised.

Cooperation among libraries is encouraged, but the decision to participate in a regional or other integration of library service is essentially a local one, without pressure from the provincial level in terms of funding. To qualify for grants, libraries will in future be required to meet certain standards of operation, including minimum book stocks, hours of storage, qualified staff, and adequacy of facilities.

This year the ministry has been preparing for appointment of a library advisory council, as provided for in the legislative amendment in

June 1978 under Section 4 of the *Public Libraries Act*. The council will be a body of lay advisors to the minister, replacing the Library Development Commission, which was dissolved by the 1978 amendment. The British Columbia Library Association and the British Columbia Library Trustees Association have been informed of the ministry's intent to appoint a council of seven. The council will not direct the functions and operation of the Library Services Branch, but will advise the minister on policies aimed at the maintenance and improvement of library service throughout B.C. Indications are that the first appointments will be made by the Lieutenant-Governor-in-Council early in 1980.

Many of the services performed by libraries can be enhanced through automation, the prerequisite being that the library have available to it a machine-readable bibliographic record of its resources. Such a record lists each item according to an international bibliographic standard. Once the record exists, it can be used for a variety of functions, such as acquisitions, budget control, serials management, cataloguing and processing, circulation, inventory control and reference.

The Library Services Branch has maintained approval in principal, with concurrence from its successive ministerial authorities, for the establishment of a province-wide record, or union catalogue, of the holdings of all libraries in the province. The obvious advantage of such a catalogue would be immediate access by every resident of the province to information about reading resources and their availability. In 1978 the libraries of the universities and colleges, with money from the then Department of Education, initiated a computerized catalogue support system, now known as the British Columbia Union Catalogue (BCUC), to serve the needs of academic libraries.

So far, only two public libraries, in the municipalities of Richmond and Burnaby, have become members of BCUC. Others, chiefly those in the Lower Mainland area, are asking the provincial government to assist them in the start-up and establishment costs of automation and BCUC membership. Response from the ministry has been encouraging.

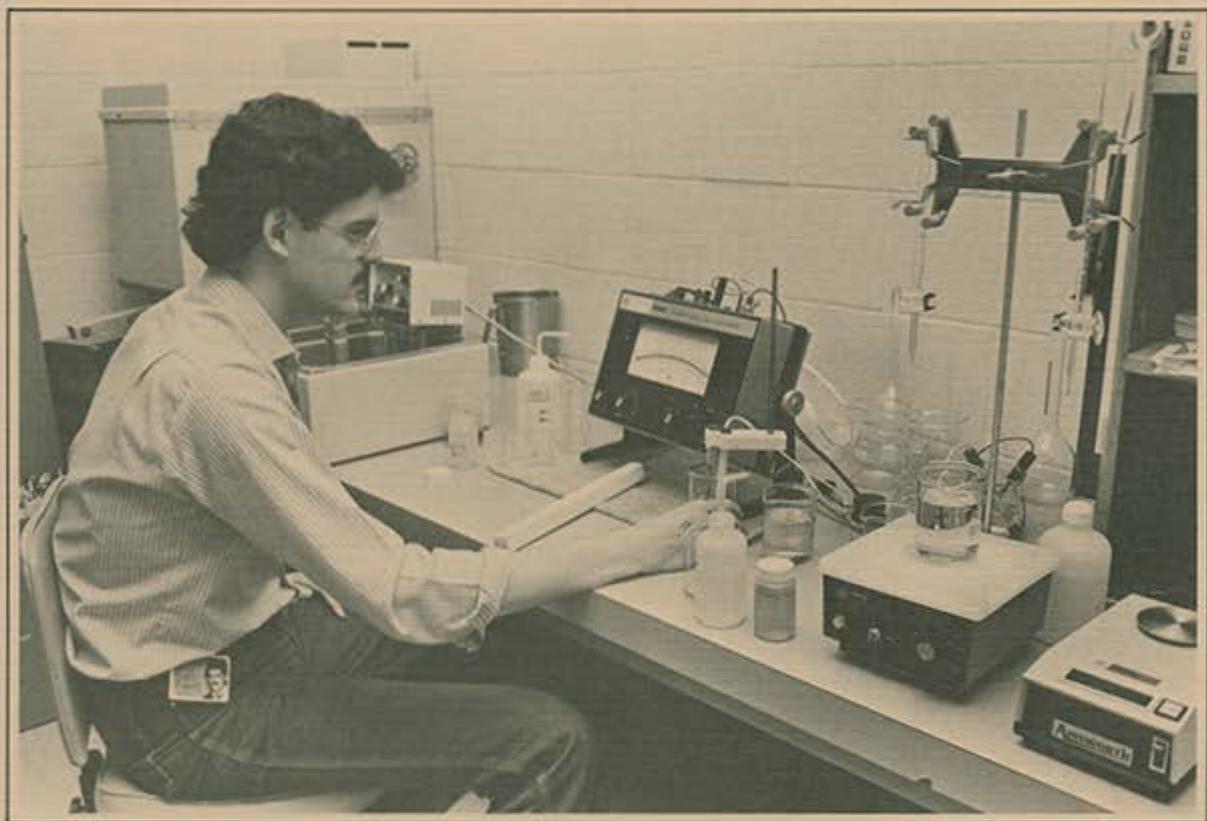
It may be that, given the practical requirements of public libraries in computer services, which have yet to be established in detail, the province will have its own data base and complete union catalogue within a relatively short time.

Provincial Archives

Changes in organization and personnel were major events of the year. A major administrative re-organization was implemented in May when all existing divisions were organized into two program areas — Archives and Library, and Aural and Visual Records. David B. Mason was appointed Chief of the Archives and Library program, which includes the Manuscripts and Public Documents Division, the Northwest Library collection, the Map Division and the newly-appointed Archival Advisor. Kent M. Haworth was appointed Chief of Aural and Visual Records program, which includes the Photography, Reprography, Aural History, Conservation and Paintings, Prints and Drawings Division.

Allan R. Turner, Provincial Archivist since July 1974, was appointed Assistant Deputy Minister, Culture, Heritage and Recreation at the beginning of March. His successor is John A. Bovey, Provincial Archivist of Manitoba since 1967, who took up his British Columbia duties at the beginning of September.

A paper conservator, Robert Brydon, was appointed to the staff in March. He was



engaged for the rest of the year in the physical establishment of a conservation laboratory, a facility which the Provincial Archives has badly needed for many years.

The celebration of International Archives Week, November 1 to 8, 1979, was a particular highlight of the year. It began with the official opening of an exhibition, "For the Record", in the Provincial Archives Gallery which explained and illustrated what archives do and what they attempt to collect. On Wednesday, November 7, 943 people came to the "Open House" held from 9:00 a.m. to 10:00 p.m.

Throughout the year, the Emily Carr Gallery on Wharf Street drew an increasing number of visitors. Attendance totalled 19,117, and between July and December alone 2,353 persons stayed to view the newly-instituted program of movies about Emily Carr's life and work. The sale of Carr prints generated revenues of \$10,742.31.

Manuscripts and Government Records Division

One hundred and eight manuscript units, consisting of 35 linear metres of paper, 202

microfilm reels and 78 microfiches, were added during the year. Twenty-one of these units consisted of materials loaned to the Provincial Archives for copying. Archivists were able to catalogue 16.3 linear metres of paper and 181 reels of microfilm. Ten finding aids were completed and 2,619 cards were added to the main catalogue.

In 1979, the major project for government records was the filming of the colonial correspondence generated in the years before British Columbia joined Confederation, 1858-1871. This task was undertaken not only to safeguard the original records but also to make it possible for interested archival repositories and research libraries to purchase positive copies and therefore to disseminate these important and much used documents throughout Canada. At the year's end, 335 reels had been filmed.

Library Division

On December 31, 1979 the holdings of the Northwest Collection totalled 33,850 volumes and 19,065 pamphlets, occupying 1,050 lineal metres of shelving. During the year 537 books were added to the library as well as 616 other items, including brochures, ephemera and government publications. The library also maintained 182 subscriptions for a wide variety of serial publications. Holdings of microfilm continued to grow — 454 reels of printed material on microfilm and 494 microfiche were acquired during the year. It continues to be one of the divisions most heavily utilized both by visiting researchers and staff replying to reference enquiries received by mail and telephone.

Maps

A major re-classification of maps was begun early in the year with two principal objectives: to bring unused storage space into use, and to improve security and control. Cartographic



material will now be stored by size of material and access will be possible only through the catalogue.

Following up a pilot project launched in 1978 to make copies of 35 mm colour slides of selected original maps, further work was undertaken in the photo laboratory to make the reduction of smaller maps as close as possible to a standard of 24x. This was done so researchers will view a single frame on a projector at approximately original size.

Among the 3,082 acquisitions of the year, two deserve particular mention: a large 1912 wall map of the railways of Canada was donated, and a box of architectural drawings was purchased at auction. The latter contained, among other items, the blueprints of the Memorial Hall of Christ Church Cathedral in Victoria.

On December 31st the map collection possessed 32,000 cartographic items, 2,400 microfiche and microcards and 37 linear metres of books and atlases. The 411 researchers who visited the collection consulted 1846 cartographic items while 149 reference letters and 431 telephone enquiries were answered.

Archives Advisor

The newly-appointed Archives Advisor, Leonard C. DeLozier, experienced a busy year, defining the scope of his duties and travelling throughout British Columbia to meet with the officers, officials and members of 42 museums, archives and historical societies. As part of the National Archival Survey, a joint federal-provincial project, he supervised two project leaders at Nanaimo and Port Alberni and in the Kamloops-Kelowna region. The Advisor also participated in nine workshops, and gave four talks on archival procedures in various communities. His continued activities should result in an important expansion of understanding about the significance of archival materials and of knowledge about how to organize and care for these unique materials wherever they may be located throughout British Columbia.

Historic Photographs

Important additions were made from many sources during the year. Eighty-two collections containing 7,660 images were added, while transfers from six government departments added another 1,800 images to the archive's holdings. Of particular significance is the Bordertown collection of railroad photographs purchased from the private consortium of railway enthusiasts with monies from the B.C. Lottery Fund.

It consists of approximately 3,500 negatives depicting virtually all aspects of B.C. railroad history from the earliest times to the 1950's. Another is the Eric Martin collection of approximately 500 images documenting the personal and political life of this cabinet minister. Images were also transferred to the archives by the B.C. Government Travel Bureau, the former Ministry of Public Works, and the Ministries of Forestry and the Provincial Secretary.

Holdings of the still images totalled approximately 2,100,000 at the year's end. A total of 1,009 orders for photo-duplication were received and reference enquiries numbered 2,221.

Photographic Laboratory

Display work by the Provincial Archives and the Provincial Museum occupied a considerable amount of time of the staff. In addition, 1,022 orders from the public were processed for a total of 13,489 prints, 3,641 black and white negatives and 1,200 colour negatives.

Aural History

The holdings of the aural history collection continued to grow, although somewhat less than during preceding years. This is the consequence of a more discriminating policy respecting what is to be collected and less than a full staff complement during most of 1979. Nevertheless, more than 1,000 hours of recordings were added, including five hours of personal reminiscences by the Hon. W.A.C. Bennett, Premier of British Columbia from 1952 to 1972.

Three issues of Sound Heritage were published, *A Victorian Tapestry*, *Fighting for Labour*, and *Opening Doors*. Subscription to this serial publication increased by approximately 30 per cent over the previous year, from 2,525 in 1978 to 3,700 at the end of 1979.

Talks, lectures and workshops were given by members of the Aural History Division throughout the year at Kelowna, Nanaimo, Vancouver and Victoria.

The Hansard Verbatim Reporting Service again provided invaluable support to the technical side of this program.

Paintings, Drawings and Prints

Exhibitions were organized for the gallery in the Provincial Archives and the Emily Carr Gallery on Wharf Street, and the division assisted with the planning and mounting of exhibits in the Parliament Buildings and the Provincial Museum. Loan contributions to shows at the Art Gallery of Greater Victoria, the University of British Columbia, the McCord Museum, Montreal and the Edmonton Art Gallery were made during the year.

Two Emily Carr oil paintings were also contributed to the exhibition — "Emily Carr, the Mature Years" — organized by the Vancouver Art Gallery. The exhibition opened at Canada House, London, England, on June 20, 1979 and later toured the European continent until October 28, 1979.

A number of important acquisitions were made during the year, thanks to the generous donations of a number of British Columbians and the purchases made from private collectors, art dealers and public auctions. They ranged from political cartoons, through oil and water colour portraits and landscapes, pencil sketches and posters to such rarities as Emily Carr's pottery. A total of 484 works of art were accessioned, 378 of which are items in albums or sketch books. A total of 177 paintings were copied for the slide inventory and the value of sales of prints amounted to \$12,837, a figure which includes sales of \$10,742 at the Emily Carr Gallery.

Recreation and Fitness Branch

The year brought an increase in the provincial government's commitment to recreation, sport, and fitness and the capacity of the Recreation and Fitness Branch to respond to the growing involvement of the public in these activities.

Advances have been achieved through our ability to introduce new programs; modify

existing programs and make major improvements in their administration and evaluation; harness the talents and enthusiasm of our staff; and increase the level of grants given to organizations and communities.

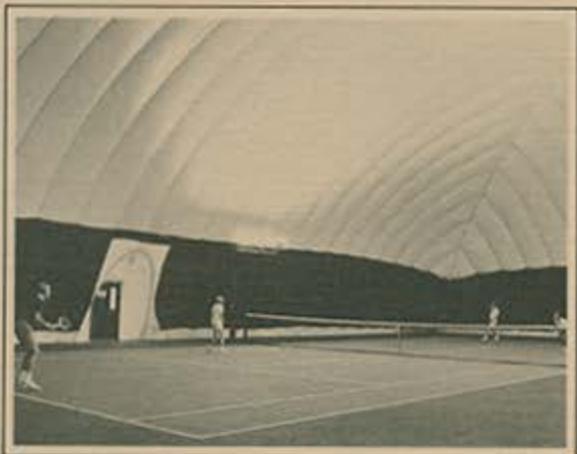
In 1979, the branch disbursed approximately \$17 million to more than 80 provincial sport, recreation and fitness organizations and more than 250 communities throughout the province as follows: Physical Fitness and Amateur Sports Fund, \$4 million; Recreation Facilities Assistance Program, \$12.5 million; and Recreation Grants-in-Aid, \$5 million.

Particular highlights this year included:

- Introduction of the B.C. High Performance Athlete Assistance Program — \$250,000 to help B.C. athletes who have reached outstanding levels of provincial performance.
- Expansion of the very successful Provincial Sport Development Co-ordinator Program from 7 to 12 sports. This program provides professional assistance to sports with a high rate of participation to extend their development across the province and improve coordination with schools and communities.
- Expansion of the National Coaching Certification Program and introduction of the Coaching Passport. Volunteer participation in this program has doubled with 15,000 coaches now participating annually.
- Completion of the first winter and summer cycle of the B.C. Games which stimulated participation by 100,000 athletes in the zone playoffs. More than 6,000 athletes competed in the games in Kamloops and Richmond.
- Fine performances by the British Columbia team in both the *Jeux Canada Games* and the *Western Canada Summer Games* in which the B.C. team finished in third and first place respectively.



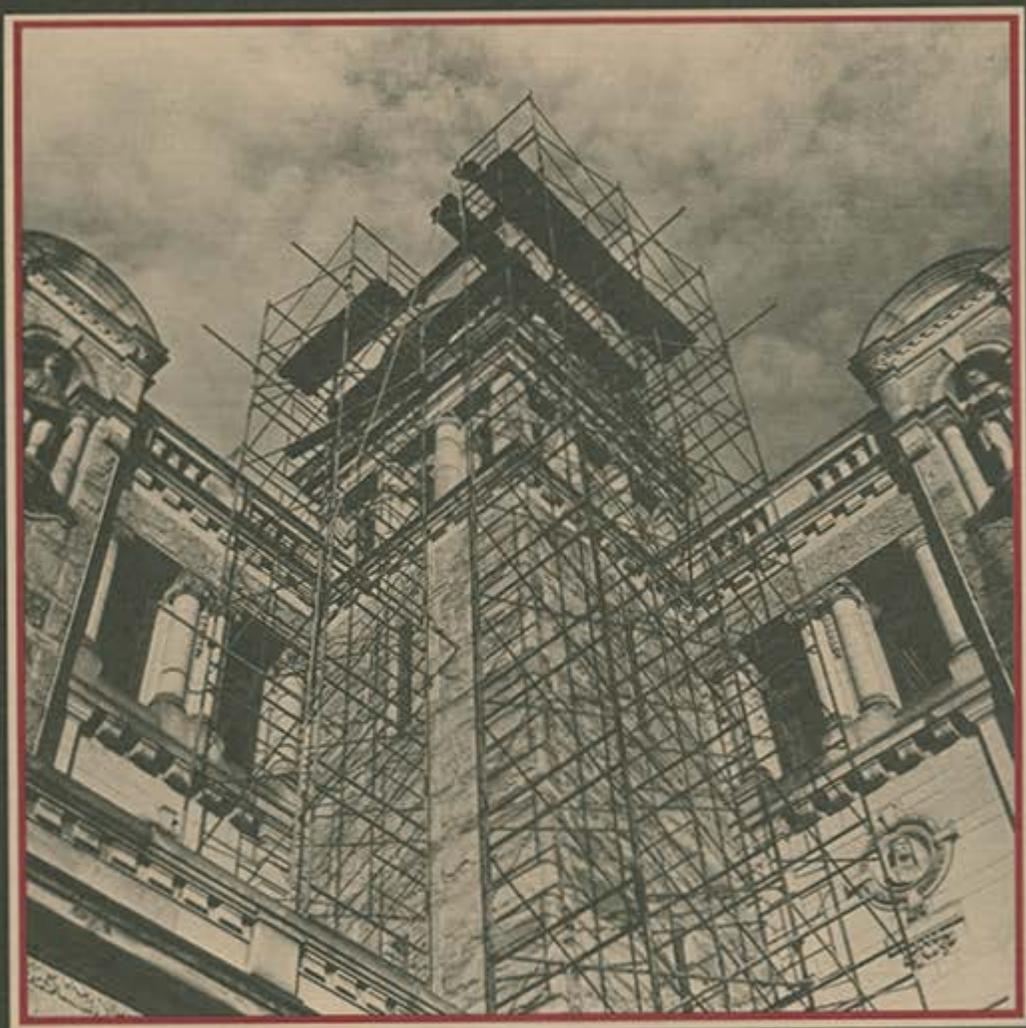
- Introduction of a Community Recreation Needs Assessment Kit that has been piloted successfully in 20 communities through our field representatives. This has laid the foundation for improving our services to more than 200 volunteer recreation commissions which provide recreation programs for small communities.
- Evaluation of our Recreation Master Planning Program which included a thorough review of completed plans to assess deficiencies and identify ways to improve the program so that municipalities can make better use of their total community resources.
- Provision of leadership on the national scene by conducting a review of provincial recreation programs across Canada for the Interprovincial Sport and Recreation Council.



All in all, it has been a successful year. Our programs have given added impetus to what is a very large provincial recreation, sport, and fitness system. The assistance the branch has provided through funding, counselling and co-ordination has helped that system to flourish. We are particularly pleased by the fact that 90 per cent of the funds handled by the branch go directly to volunteer provincial and community organizations to provide direct services to people. Administration, promotion and evaluation of these grant programs account for five per cent. The remaining five per cent provides for the coordination of recreation, sport, and fitness with other agencies and our counselling and advisory services to communities throughout the province.

The tragic death of Peter Grant, our Vancouver Island Field Representative, while travelling to meet with recreation commissions in the northern part of the Island, was a sad loss. His commitment and belief in the value that recreation can bring to the lives of people and how it can foster a sense of community remains as an example for us all.

- Support for 20 community fitness festivals. This was an increase from seven in 1978.
- Improvement in the ability of the branch to provide specialist advisory services to small communities on facility development through the *Recreation Facilities Assistance Program*. This is an important and long-requested additional service made possible by the information of a two-man technical unit.



5.

Superannuation Branch

The Superannuation Branch is responsible for the administration of nine pension plans, covering most public sector employees in the province, and all employee benefit plans under the *Public Service Benefit Plans Act*. The activities of the branch include receipt, accounting and investment of all contributions, calculation and payment of all benefits, maintenance of statistical and actuarial information, provision of counselling and advisory services to all employers, employees and pensioners, trusteeship of pension funds, and policy analysis and policy development functions.

Pension Plans

The following superannuation and pension plans are administered by the branch: Public Service Superannuation Plan (statute), Legislative Assembly Allowances and Superannuation Plan (statute), Teachers' Pensions Plans (statute), Municipal Superannuation Plan (statute), College Pension Plan (statute), British Columbia Railway Company Pension Plan, British Columbia Hydro and Power Authority Pension Plan, British Columbia Power Commission Superannuation Plan, and Workers' Compensation Board Superannuation Plan.

Annual financial reports are completed by the Superannuation Commissioner as required by the various pension statutes and plans. Copies of the most recent annual report for any plan can be obtained by writing to the Superannuation Commissioner.

As at December 31, 1979 there were more than 173,000 contributors to the pension plans

administered by the branch and more than 22,300 persons were receiving pensions under the plans. During 1979 there was continued growth in the number of contributors and pensioners served by the branch. Contributors increased by 9,000 and pensioners by 1,697.

Work continued throughout 1979 on the development of a sophisticated computer system designed to improve the branch's ability to meet the challenge of continued growth and expanding services. In July of 1979 the Public Service Superannuation Plan became the first pension plan to have computer data converted to this new computer system. It is anticipated that the Municipal Superannuation Plan contributor records will be converted to the new system in early 1980, with the Teachers' Pension Plan contributor records to be converted late in 1980 or early in 1981.

The table opposite illustrates the growth in 1979 of pensions granted and in payment under the pension plans administered.

During 1979 the Superannuation Commissioner, Deputy Superannuation Commissioner, and staff had numerous meetings with representatives of various interested groups under the pension plan administered. These meetings explored questions related to financing of the pension plans and various matters related to benefit design. In addition, the Superannuation Commissioner participated in a number of accountability sessions with various groups to account for the Branch's performance in a number of areas.

Special Services and Pre-Retirement Planning

The branch expanded its efforts in 1979 to provide personal counselling to the pension plan contributors anticipating retirement within

the next year. Regular monthly trips were made to the Vancouver area, as well as a number of extended field trips to each of the Okanagan, Kootenay, and northern areas.

While the main objectives of the visits was to conduct personal interviews, the branch representatives also met with officials, interviewed employers and took part in group discussions about the pension plans administered by the branch.

The branch anticipates that there will be a further increase in the number and scope of field trips carried out in 1980 to accommodate the growing number of employees retiring and a significantly increased demand for personal counselling by individuals.

A pre-retirement planning program for Public Service employees approaching retirement and their spouses was developed in 1978 in consultation with an advisory committee

comprising representatives of the employees, the Ministry of Health, the Public Service Commission and the branch. This Committee will continue to oversee the further development of this program which came into effect in 1979 through a total of four pre-retirement seminars conducted by Superannuation branch staff. The response to these seminars has been excellent and, through feedback from participants, further improvements have been made in this important program. The year 1980 will see a further expansion of this program as a result of the enthusiastic response which it has received from Public Service employees.

A total of nine pre-retirement planning seminars are scheduled to be conducted throughout the province by the branch in 1980. It is anticipated that more than 600 Public Service employees will participate in this program in the coming year.

	Pensions Granted		No. of Pensions		Amount of Pensions Paid in the Year	
	1978	1979	1978	1979	1978	1979
Public Service Superannuation Plan	665	618	5,910	6,475	25,201,408	32,556,049
Teacher's Pensions Plan	386	364	4,551	4,828	31,750,840	37,136,155
Municipal Superannuation Plan	752	774	7,815	8,446	30,783,900	36,652,443
College Pension Plan	8	22	35	56	273,018	370,236
B.C. Railway Company Pension Plan	21	16	131	143	577,358	700,555
B.C. Hydro & Power Authority Pension Plan	170	205	1,714	1,869	5,552,791	7,065,640
B.C. Power Commission Superannuation Plan	19	24	259	279	614,180	683,023
Workers' Compensation Board Superannuation Plan	16	25	192	208	841,400	1,154,208
TOTAL:	2,037	2,048	20,607	22,304	95,594,895	116,318,309

Employee Benefit Plans

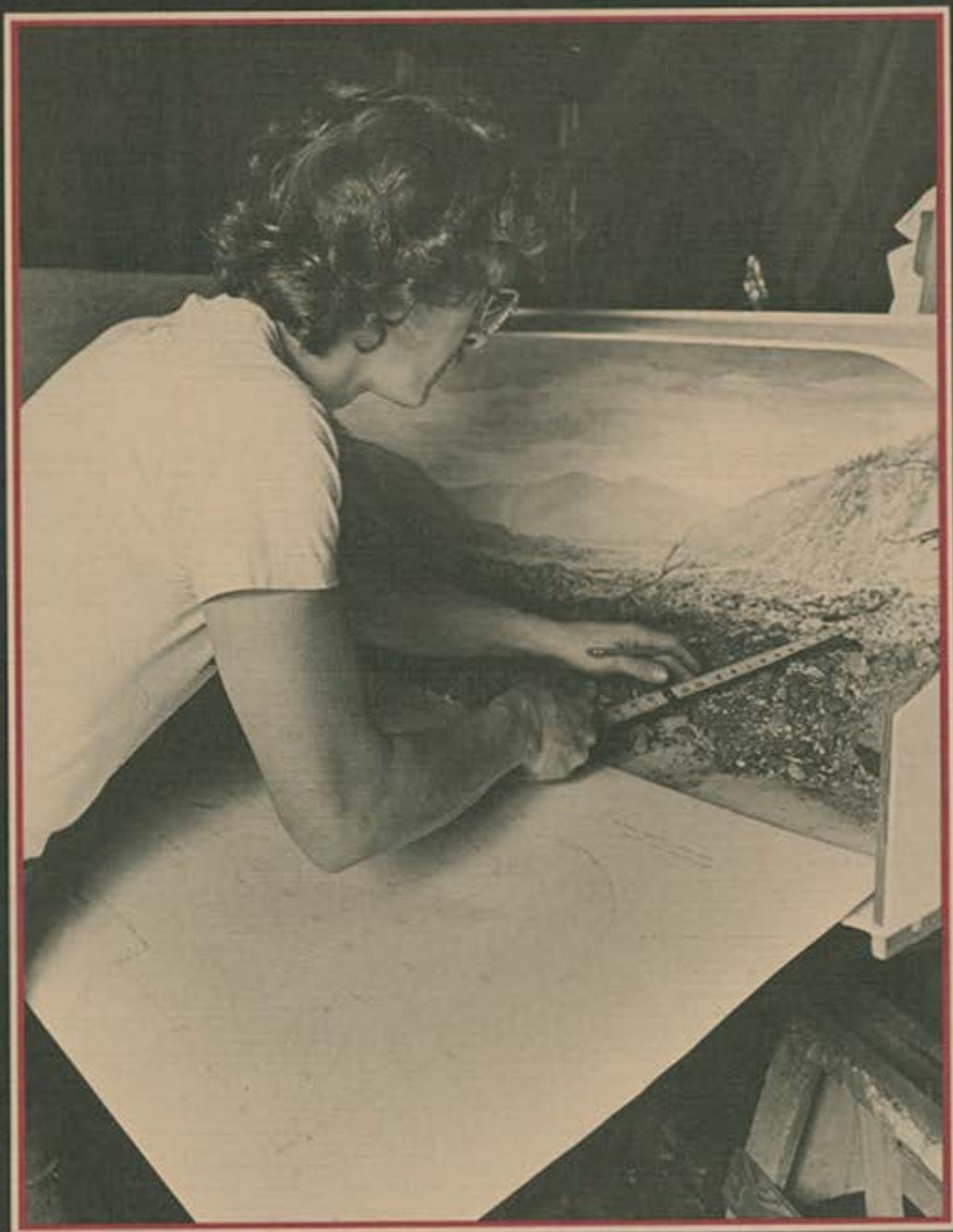
The branch is responsible for administering all employee benefits for public service employees which come under the *Public Service Benefit Plans Act*. The following benefit plans are administered:

- Group Life Insurance
- Extended Health Insurance
- Dental Insurance
- Long Term Disability Insurance
- Air Travel Insurance

In addition, the branch administers the death-in-service and retiring gratuity benefits provided for in the *Public Service Act* and plays a significant role in coordinating the administration by ministries of the short-term illness and injury plan. In 1979, the branch assumed responsibility for the administration of the Air Travel Insurance benefit which provides public service employees with accidental air travel life insurance protection while on government business.

The branch assisted in the bargaining of changes to employee benefits in conjunction with the British Columbia Government Employees' Union negotiations in 1979. As a result of these negotiations, there were a number of changes made to the various employee benefit plans which the branch was responsible for implementing. The employee benefit staff was involved in ongoing discussions with a number of Crown corporations and other Crown agencies to ensure that they participated to maximum advantage under the various employee benefit plans administered. Emphasis continued to be placed on the need for uniformity of benefits and their administration by all sectors of government and to ensuring continuity of coverage of employees affected by the transfer of various government operations to outside Crown agencies.





Notes

