

# DOES IT TELL A STORY?

Some lessons learned by an amateur family archivist

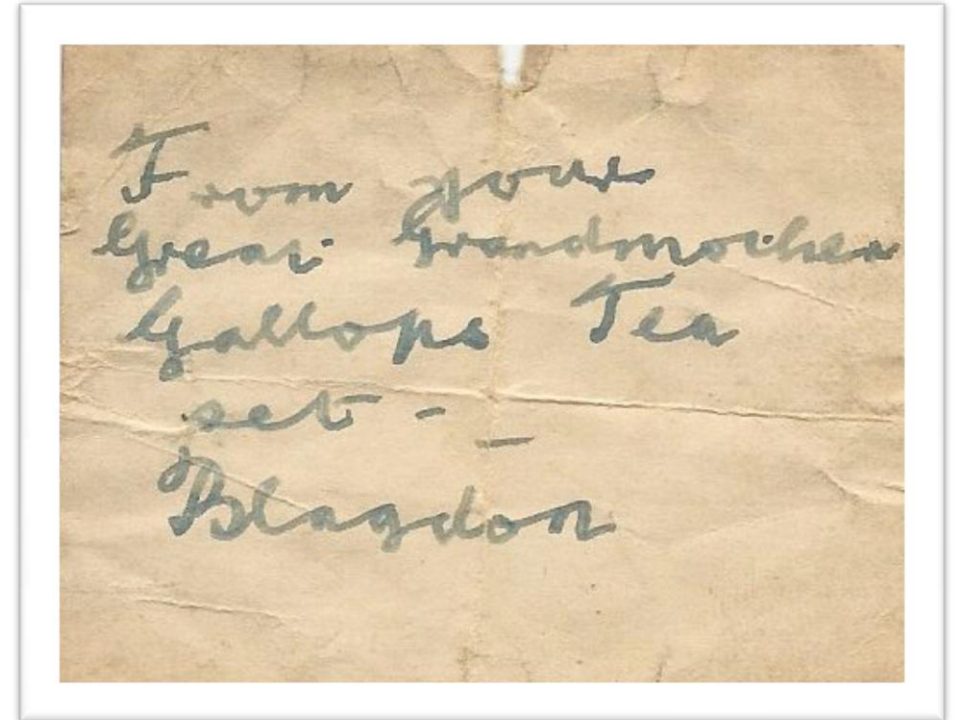
Mark Gallop – June 2018

Quebec Genealogical eSociety

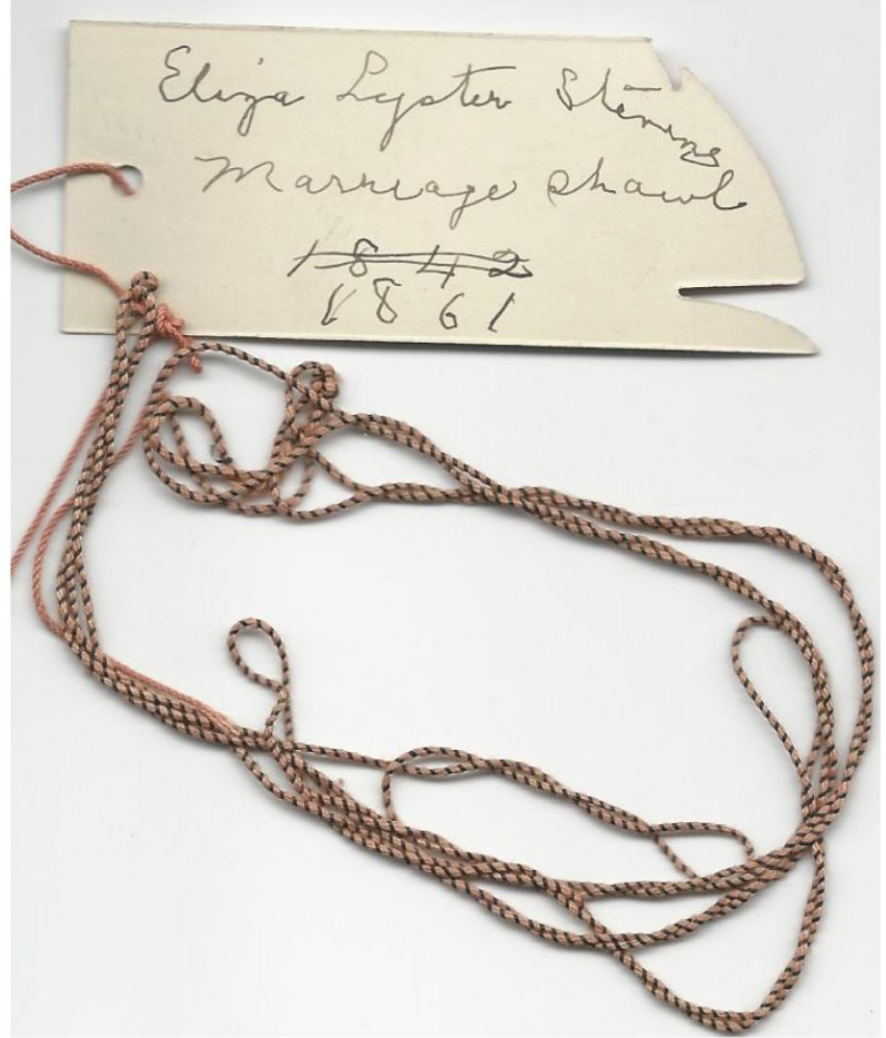




# A Family of Packrats









**Muniment Room:** *a storage or display room in a castle, church, university, or the like, where pertinent historical documents and records are kept*

**Muniment Room:** *a storage or display room in a castle, church, university, or the like, where pertinent historical documents and records are kept*





**Muniment Room:** *a storage or display room in a castle, church, university, or the like, where pertinent historical documents and records are kept*





# DOES IT TELL A STORY?

Pitch?  
Keep?  
COPY?!!!  
Share?  
Donate?

# DOES IT TELL A STORY?

Provenance?

Context?

**Digitization:** *the process of converting information into a digital format*





# Digitization: *the process of converting information into a digital format*





IrfanView - Image properties

File name: W-1909-001.jpg  
Directory: C:\Users\Mark\Pictures\Castle\  
Full path: C:\Users\Mark\Pictures\Castle\W-1909-001.jpg  
Compression:  
Resolution:  
Original size:  
Current size:  
Print size (from D):  
Original colors:  
Current colors:  
Number of unique:  
Disk size:  
Current memory s:  
Current directory:  
File date/time:  
Loaded in:

IPTC info

Edit JPG comment

File: W-1909-001.jpg

Comment:  
Ellen (Hudson) Castle holding her grandson (either Montague or Selwyn Willis - fraternal twins) on the occasion of his 1909 christening. Location: "Idlewild" (Willis country property), Lacolle, Quebec, looking north with the Brisbin farm house in the background. Note the Castle christening dress, still in the family and in which subsequent generations have been christened.

Hint: allowed placeholders: \$D, \$d, \$F, \$N, \$O, \$T, \$U, \$S, \$Ex = EXIF, \$Ix = IPTC, |

Help

Keep original file date/time (on writing)  
 Remove whitespace at text begin/end

Batch mode (multiple JPG selection from Thumbnails window):  
 Append text to existing comment (default: replace old comment)

If the Unicode Plugin is active in IrfanView:  
 Allow Unicode Plugin to handle original Comment text  
 Allow Unicode Plugin to handle new Comment text on writing

Write Cancel







IfanView - Image properties

File name: W-1909-001.jpg  
Directory: C:\Users\Mark\Pictures\Castle\  
Full path: C:\Users\Mark\Pictures\Castle\W-1909-001.jpg  
Compression:  
Resolution:  
Original size:  
Current size:  
Print size (from D:  
Original colors:  
Current colors:  
Number of unique  
Disk size:  
Current memory s  
Current directory:  
File date/time:  
Loaded in:

IPTC info

Edit JPG comment

File: W-1909-001.jpg

Comment:  
Ellen (Hudson) Castle holding her grandson (either Montague or Selwyn Willis - fraternal twins) on the occasion of his 1909 christening. Location: "Idlewild" (Willis country property), Lacolle, Quebec, looking north with the Brisbin farm house in the background. Note the Castle christening dress, still in the family and in which subsequent generations have been christened.

Hint: allowed placeholders: \$D, \$d, \$F, \$f, \$N, \$n, \$O, \$T, \$U, \$S, \$Ex = EXIF, \$Ix = IPTC, |

Keep original file date/time (on writing)  
 Remove whitespace at text begin/end

Batch mode (multiple JPG selection from Thumbnails window):  
 Append text to existing comment (default: replace old comment)

If the Unicode Plugin is active in IfanView:  
 Allow Unicode Plugin to handle original Comment text  
 Allow Unicode Plugin to handle new Comment text on writing

Write Cancel





[Fill Family Numbers](#)

[Fill Surnames](#)

[Fill With Blank Lines](#)

[Renumber Lines](#)

[Open Transcription Page](#)

[Unlock Page](#)

**1901 Census of Canada Page Information**  
 District: QU [MONTRÉAL \(City/Cité\)/175](#) (#175)  
 Subdistrict: Saint-Antoine (Ward/Quartier) [A-16](#) Page 6  
 Image: View the image with: [split screen](#)  
 Images are from [National Archives Web Site](#)  
 Details: Schedule 1 Microfilm T-6533  
 Transcriber: Susanna Lyman  
 Proof reader: Mark Gallop

**Note:** this index is only a partial transcription of the original form, see the image for the complete census data.  
 @ next to the line number indicates contact information for someone researching this person, see the bottom of the page.  
 -> If you find a transcription error on this page please use the [proof page](#) to verify the error is in the transcription and not the original, and to report it.

L i n e #	Numbered in order of visitation		Personal Description							Links	Book- mark	
	H o u s e	Family or House- hold	Name of each person in family or household on 31st March, 1901.	Sex.	C o l o r	Relationship to head of family or household.	Single, married, widowed or divorced.	Month and date of birth.	Year of birth.			Age at last birthday.
	1	2	3	4	5	6	7	8	9			10
1	<a href="#">39</a>	Peters Mrs	F		Head	M	Dec 3	1864	36	☐	☐	
2	39	Peters Frederic H	M		Son	S	Feb 7	1865	16	☐	☐	
3	<a href="#">40</a>	Adair Robert	M		Head	M	Aug 4	1864	36	☐	<a href="#">01</a> ☐	
4	40	Adair Mabel Grace	F		Wife	M	Sep 7	1874	26	☐	<a href="#">01</a> ☐	
5	40	Adair Robt Alexander	M		Son	S	Aug 8	1894	6	☐	☐	
6	40	Adair John Roberts	M		Son	S	Jun 5	1900	10/12	☐	☐	
7	40	McDonald Annie	F		Domestic	S	Apr 5	1873	28	☐	☐	
8	40	Poff Mary Jane	F		Domestic	S	Feb 11	1864	37	☐	☐	
9	<a href="#">41</a>	Castle Thomas, Mrs.	F		Head	M	Nov 9	1838	62	☐	<a href="#">0***</a> ☐	
@10	41	Castle Laura	F		Daughter	S	Apr 1	1872	29	☐	<a href="#">01***</a> ☐	
11	41	Castle Lily	F		Daughter	S	Aug 28	1870	30	☐	<a href="#">0**</a> ☐	

		McDonald Name		Domestic		Apr 9	1878	28		
8	40	Poff Mary Jane	F	Domestic	S	Feb 11	1864	37	0	0
9	41	Castle Thomas, Mrs.	F	Head	M	Nov 9	1838	62	0***	0
@ 10	41	Castle Laura	F	Daughter	S	Apr 1	1872	29	01***	0
11	41	Castle Lily	F	Daughter	S	Aug 28	1870	30	0**	0
12	41	Venables Jas. T.	M	Nephew	S	Mar 4	1873	28	0	0
13	42	Muir Ebenezer	M	Head	M	Feb 29	1832	69	0	0

[open in new window](#)

1881 Census Record:

A link was made to an 1881 Census record on the old LDS site which is no longer available. You may be able to find this person searching the [1881 Census at Library and Archives Canada](#)

Automated Genealogy Photograph Archive:



[open in new window](#)

Automated Genealogy Photograph Archive:



[open in new window](#)



- Mark Gallop  
Edit Profile
- FAVOURITES
- News Feed
- Messages
- Events 2
- Photos
- Automated Genea...
- À Contre-Courant
- Quebec Family Hist...

- GROUPS
- Montreal Historic...
- Cap Brûlé–Protect ...
- Natation: Maîtres-n...
- Transition Beauséjour
- The Atwater Poetry ... 1
- Discover Groups
- Create group

- FRIENDS
- Family

- APPS
- Live Video
- Games
- Suggest Edits
- Notes
- Games Feed 20+

- INTERESTS
- Following

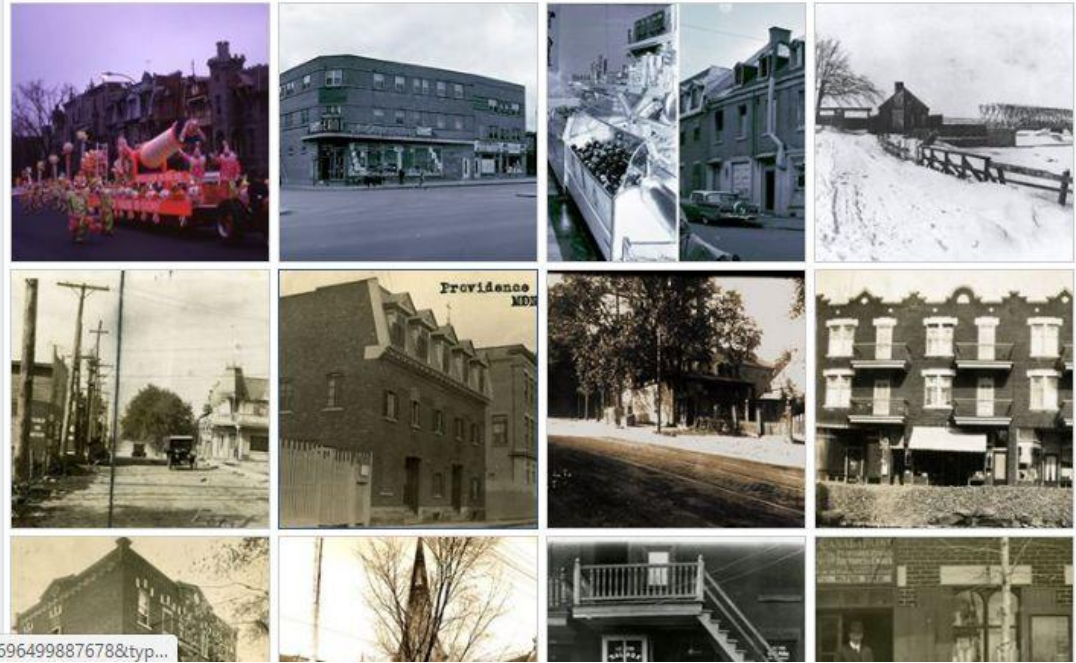
- EVENTS
- Scottish Diaspora T...
- Holiday Pop-Up Bo...
- Create Event

- PAGES



Discussion Members Events Videos **Photos** Files 🔍 Search this group

Photos Albums Videos + Create album + Add video





# Donated to the Westmount Historical Association Archives



GREENE AVENUE IN 1872 looking north from St. Catherine Street

*Ohman's Jewellers*  
1216 GREENE AVENUE, WESTMOUNT  
WE. 3-4046 • WE. 3-4376  
*Established over 60 years*

1964		DECEMBER						1964
SUN	MON	TUE	WED	THU	FRI	SAT		
	N.M. 3	1	2	3	4	5		
6	7	8	9	10	11	12		
13	14	15	16	17	18	19		
20	21	22	23	24	25	26		
27	28	29	30	31	F.M. 18	L.Q. 25		

# Donated to the McCord Museum





### Acquisition procedures:

1. An Acquisition Committee, composed of members of the Board of Trustees, meets four times a year, in the spring, fall and twice in winter, to decide which proposed donations will be accepted.
2. Preliminary discussions with a curator will establish:
  - a. if your proposed gift is relevant to our collection mandate;
  - b. if transportation arrangements are required;
  - c. if a tax receipt is required;
  - d. if a request should be presented to the Canadian Cultural Property Export Review Board;
  - e. if an external evaluation is required, at the donor's expense, as is the case when the value of a proposed item exceeds \$1000, or when the total value of a whole donation exceeds \$20,000.
3. Once brought to the Museum, your proposed gift will be:
  - a. studied and described by our Curatorial staff;
  - b. examined by our Conservation staff;
  - c. presented to the Acquisition Committee, along with a statement by a curator explaining its relevance and by a conservator reporting its condition.

The acquisition process requires on average 3 months. We thank you for your patience.

4. If the Committee decides to accept your donation, we will ask you to sign a deed of gift transferring ownership to the Museum. After we have received the signed deed of gift, we will issue a tax receipt, if requested, for its fair market value. If the Committee decides to refuse your donation, we will contact you to make arrangements to return it to you.

For more information, please contact us at [collections@mccord-stewart.ca](mailto:collections@mccord-stewart.ca)

COLLECTIONS

COLLECTIONS ONLINE

ARCHIVES AND DOCUMENTATION CENTRE

PHOTOGRAPHIC SERVICES AND COPYRIGHT

CONSERVATION

DONATIONS AND LOANS

TEAM

CONFERENCES AND SYMPOSIA

COLLECTIONS AND RESEARCH





## No Cats or Cakes

### The importance of collections management policies

by Heather Darch

When a desiccated cat was set on my desk as a potential donation to augment the Loyalist collection (it was, after all, found between the walls of a Loyalist house, thereby making it a "Loyalist cat"), a fine piece of paperwork called the "collections management policy" allowed me to respectfully decline said cat in the box.

What should a history museum collect? If you work in a small museum you are likely faced with this question almost every day. Sometimes just saying no to a potential donor seems impossible, so objects can come into the collection that really shouldn't be there at all. If you have trouble deciding what to accept or reject it could be because you haven't set down on paper the list of limitations and guiding rules for your museum.

All museums and archives need a comprehensive and clear collections management policy and it must be the core document to support the mission and purpose of each organization. Not to have one is a serious mistake.

The formal definition states that a collections management policy is a set of rules that document t

he standards and practices necessary to develop, care for, and make available for use, the artefacts within an institution's care. In other words, it's a document that defines the scope of the museum's collection and explains the management roles of those responsible for its security and conservation.

Anyone working with a museum collection should know about the policy and must have a clear understanding of what ought to be collected. You don't have to memorize it, but keep it handy. In QAHN's Security for Heritage workshops held throughout Quebec last year, experts in the museum field stressed repeatedly the importance of having a working collections management policy fully supported by the museum's board.

Make reference to the policy in other projects, use it often and keep it updated.

A good policy will set guidelines for record keeping and documentation too, and it will help you define the regulations regarding loans both incoming and outgoing. Not only that, this "museum bible" will say who can gain access to collections while ensuring their safety.



*Back in the 1970s, when this decayed and undocumented wedding cake was accepted into the permanent collection of the Missisquoi Museum, the museum had not yet adopted a working collections management policy.*

In a sense, a collections management policy states what your museum will do and what it won't do when it comes to its objects.

The policy upholds ethical behaviour and it guarantees that the museum will acquire artefacts only if it has adequate resources – human and financial resources, as well as procedures to document, store, research, exhibit and interpret the items being considered.

The mode of acquisition is an essential element to a policy. Determining if

artefacts will be purchased, or accepted as temporary loans, or obtained through a "donations only" rule, and determining who in fact will be making the decisions regarding acquisitions, are necessary for good stewardship.

In the same manner, the criteria for deaccessioning an object (that is, eliminating an object from your collection in an ethical manner) must also be specified.

Historical collecting is hard. Understanding your local and regional history will help define your collecting area as well as its time frame. Being mindful of an object's relevance to a collection and how it represents significant events, noteworthy individuals, or the community as a whole, will serve to define it.

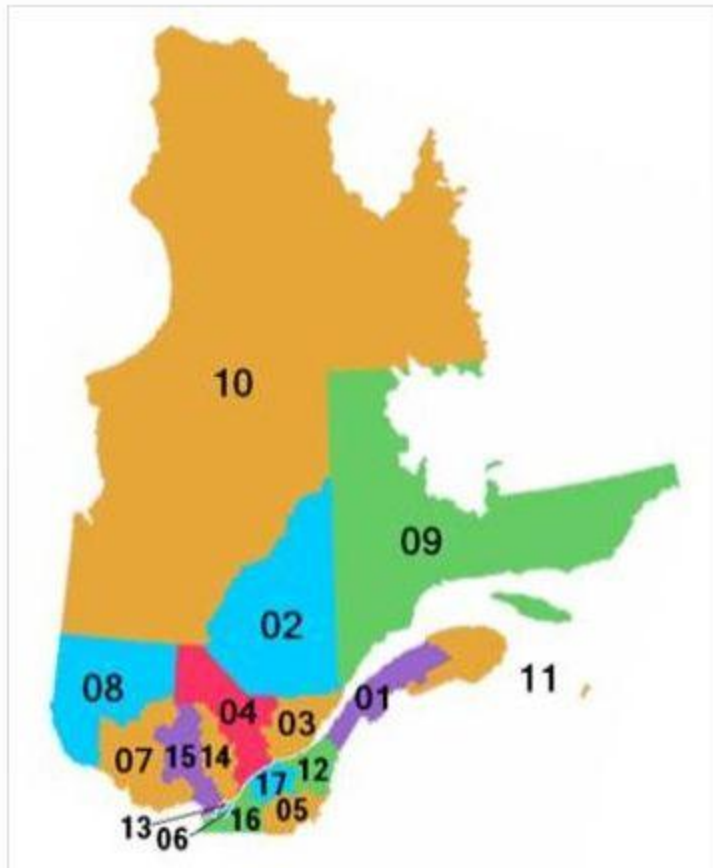
Our collections are held in public trust and so we are obliged to uphold ethical, legal and professional standards. A collections management policy will help a museum fulfill its responsibilities of maintaining a well-managed and organized collection.

Remember that even if you write a policy it's worthless if it's ignored.

The "Loyalist cat" (Rest in Peace) was not accepted as an object. The "ick" factor aside, it would have no use in the education program, its historical relevance was thin at best, and its conservation and condition requirements and exhibition capabilities were not supported by our collections management policy.

*Heather Darch is curator of the Missisquoi Museum, a past director of the Quebec Anglophone Heritage Network (QAHN) and a heritage consultant whose recent assignments include co-managing QAHN's Security for Heritage, Outreach and Workshop Initiative (SHOW).*

## Resource Links



This page consists of over 300 Québec genealogical resource links for the 17 administrative regions of Québec to assist you with your research. If there are any broken links or if you have found a link of interest that should be added, [leave us a message](#).

To help you identify towns and cities related to a specific region, click on the links below to see a map of that region.

- |  |  |
|--|--|
| <a href="#">01 Bas-Saint-Laurent (Lower St. Lawrence)</a>  | <a href="#">10 Nord-du-Québec</a>                    |
| <a href="#">02 Saguenay-Lac-Saint-Jean</a>                 | <a href="#">11 Gaspésie and Îles-de-la-Madeleine</a> |
| <a href="#">03 Capitale-Nationale (Québec City region)</a> | <a href="#">12 Chaudière-Appalaches</a>              |
| <a href="#">04 Mauricie</a>                                | <a href="#">13 Laval</a>                             |
| <a href="#">05 Estrie (Eastern Townships)</a>              | <a href="#">14 Lanaudière</a>                        |
| <a href="#">06 Montréal</a>                                | <a href="#">15 Laurentides (Laurentians)</a>         |
| <a href="#">07 Outaouais</a>                               | <a href="#">16 Montréal</a>                          |
| <a href="#">08 Abitibi-Temiscamingue</a>                   | <a href="#">17 Centre-du-Québec</a>                  |
| <a href="#">09 Côte-Nord</a>                               |  |

*Note: On 23 Dec 2017 Rootsweb removed access to all websites hosted on their servers, due to security reasons. On 9 January 2018, they stated that hosted websites will be back online soon; however, it will be a slow process. Consequently, some Rootsweb resource links listed below may not be available, but please try again at a later time to see if they were reinstated.*