

# Committee to Establish a Middlesex County Archives

## OFFICERS

**Chair** – Carol Small  
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**Secretary** – Bev Hughes

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## MEMBERS

Ekfrid Community  
Museum

Glencoe & District  
Historical Society

Komoka Railway Museum

London & Middlesex  
County Branch, Ontario  
Families

London & Middlesex  
Historical Society

Lucan Area Heritage  
Society

Middlesex Centre  
Archives

Middlesex Centre  
Historical Society

Mossley Post Heritage  
& Citizenship Society

Strathroy Historical  
Society

Wardsville Historical  
Museum

Westminster Township  
Historical Society

Representatives from all  
Middlesex Communities

## Establishing a Middlesex County Archive: An Overview for Municipalities

- ✓ Federal and Provincial Governments in Canada have mandated that public records be officially stored for legal, governance, and historical purposes.
- ✓ The division of records kept usually coincides with jurisdictional boundaries: Federal, Provincial, County, and Municipal. (Library and Archives of Canada Act, S.C.2004).
- ✓ The Ontario Municipal Act 2001, S.O. 2001. C. 25 Section 254 further states that municipal offices must preserve certain documents and they are to be publicly accessible. Those records need to be adequately stored and available in a timely manner. It further indicates that municipal offices could deposit their records in an archives.

Many neighbouring Ontario counties have created their own archives to fulfill their legal obligations and to preserve important heritage materials. Included are Elgin, Oxford, Huron, Perth, Grey, Bruce, Lambton, Haldimand, Wellington and Norfolk. Middlesex County has not yet done so.

### Current State in Middlesex County

Several public institutions, organizations and individuals are filling the gap in Middlesex by preserving local historic materials.

- ✓ Western University Archives
- ✓ The Ivey Family London Room at the London Public Library
- ✓ All member groups of this committee
- ✓ Personal holdings by individuals
- ✓ The Provincial Archives in Toronto hold Land Abstract Books and legal instruments from the Land Titles office in London due to lack of local storage capacity

Taken together, these institutions hold only a fraction of the historical records that need preservation and none has the room to house the records that are available. Many irreplaceable materials are not accessible and are being stored in inadequate facilities without temperature and humidity controls.

### Who Would Use a Middlesex County Archive?

- ✓ Municipal Clerks
- ✓ Town planners and developers
- ✓ Lawyers and architects
- ✓ Heritage advocates
- ✓ Scholars and educators
- ✓ Genealogists and family historians
- ✓ Tourists

### Requirements

- ✓ A large, publicly accessible facility, free standing or attached to county structure
- ✓ Temperature and humidity controlled storage space
- ✓ Strong enough to hold the weight of archival materials
- ✓ Reading room, processing room, administrative offices and loading dock
- ✓ Capital and annualized operational funding