



Community Records

Research Guide: 202

Most Recent Update: February 2019

Getting started

The City of Ottawa archival collections of private or “community” records consist mainly of original documents in a variety of media relating to individuals, families or organizations in Ottawa, which are acquired and preserved for their historical value in documenting the city’s social, political, and/or economic development. The types of private records that we commonly acquire include:

- Correspondence
- Diaries, journals, scrapbooks
- Drawings, maps, plans, specifications
- Briefs, submissions
- Membership lists, minutes of meetings, reports
- Unpublished works of fiction, non-fiction and poetry, speeches
- Photographs, films, videos

We build our collections with our clients’ needs in mind. Researchers come from all walks of life and utilize the private records we have collected in many different ways:

- Genealogists and family historians
- University professors and students
- Homeowners and other property researchers
- Local historians
- Media
- City employees researching the impact of City programs or decision

Records may be viewed in the Reference Room of the Central Branch of the Archives. It is recommended that researchers contact Reference Services ahead of time to identify records and have them ready prior to your visit.

For records of this kind pertaining to the former Rideau Township and its predecessors, North Gower and Marlborough Township, please see the City of Ottawa Archives Research Guide No. 211.

Resources

The Archives' collections are constantly growing, with the aim being to represent the broad development of the history of Ottawa, with a focus on illuminating the diversity of the city's communities.

The community records organized here under convenient topics of research are only a sample and do not represent the entire holdings of the Archives in any particular area.

1. Agriculture

- Fitzroy Agricultural Society
- Ottawa Agricultural Society

2. Arts

- Alex Onoszko
- Andrews-Newton Photographers Limited
- Arts and Letters Club of Ottawa
- Athenaeum Book Club
- Biblion Club
- Canadian Authors Association, Ottawa Branch
- Gallery 101
- J. Munro McLennan
- Madge Hamilton MacBeth
- Ontario Registered Music Teachers Association, Ottawa Region Branch
- Ottawa Film Society
- Ottawa Literary and Scientific Society
- Ottawa Poetry Craft Group
- Ottawa West Junior Music Club
- Royal Canadian College of Organists - Ottawa Centre
- Tara Players Theatre of Ottawa
- Theatre 2000
- Tree Reading Series

3. Economy and Trade

- International Association of Machinists Ottawa Lodge 412
 - Morrison Lamothe Bakery
 - Mortimer Limited
 - Ottawa Allied Printing Trades Council
 - Ottawa Civic Employees' Association
 - Ottawa District Labour Council
 - Ottawa Superfluity Shop
 - R.L. Crain
4. History and Heritage
- Eastern Ontario Archivists' Association
 - Historical Society of Ottawa
 - OGS, Ottawa Branch
5. Health
- Bronson Avenue Nursing Home
 - Community Nursing Registry of Ottawa
 - Lady Stanley Institute Nurses Alumnae Association
 - Ottawa Civic Hospital
 - Ottawa Maternity Hospital
 - St. John's Ambulance Association
6. Education
- Kent Street School
 - Ottawa Elementary School Principals Association
 - Ottawa Ladies College
 - Ottawa Normal School
7. Media Information
- Canadian Women's Press Club Ottawa Branch
 - Mortimer Limited
 - Ottawa Allied Printing Trades Council
 - Ottawa Journal
 - R.L. Crain
8. Persons

- Barbara Ann Scott
- Billings family
- Heney family
- MacLaren family

9. Social

- Ashlar Lodge #564, Ancient Free and Accepted Masons
- Britannia Yacht Club
- Canadian Yachting Association
- Central Canada Exhibition Association
- Daughters and Maids of England Benevolent Society, Ivy and Excelsior Lodges
- Fifth Trinity Boy Scout Troop
- International Order of the Daughters of the Empire (IODE), various local chapters
- Interprovincial Rugby Football Union
- Kinsmen Club of Ottawa
- Neighbourhood Improvement Association
- Ottawa Valley Curling Association
- Ottawa Football Club
- Ottawa Rowing Club
- Ottawa Ski Club
- Ottawa Tennis and Lawn Bowling Club
- Ottawa Valley Cricket Council
- Ottawa-Hull Relief Fund
- Rideau Canoe Club
- Zonta Club of Ottawa

Additional services

We do not provide research services, however our reference staff are willing to assist. Researchers may telephone, write by mail or email, or visit the City of Ottawa Archives in-person. Please note there may be a delay in accessing certain materials; it is recommended that you contact Reference Services well before the date of your intended visit.

Central Branch

Tel: 613-580-2857

Fax: 613-580-2614

Email: archives@ottawa.ca

Address: City of Ottawa Archives, 100 Tallwood Drive, Ottawa, ON K2G 4R7

Hours:

Tuesday to Friday: 9 am to 4 pm

Saturday: 10 am to 5 pm

Website

For information about the Archives' holdings, as well as access to research guides and other customer service materials available through the City of Ottawa Archives, please access our website ottawa.ca/archives.