

Michael Bruce Moir

PROFESSIONAL EXPERIENCE

University Archivist and Head, Archives and Special Collections *2004 to the present*
York University Libraries

- manage the development of archival holdings and special collections consisting of rare books and pamphlets to support the research interests of faculty and students
- appraise, acquire, and direct the arrangement and description of university records and personal papers
- direct the provision of reference services to faculty, staff, students and the public
- provide advice to university colleagues on the development of a records management program
- undertake research and professional development to demonstrate a commitment to scholarship

Director, Corporate Records Systems & City Archivist *1998 to 2004*
City Clerk's Office, City of Toronto

- supervised a program of approximately 190 management, excluded, and bargaining unit staff
- oversaw the operation of 24 central records rooms, a records centre, and the Archives
- managed the implementation of automated systems to support records management and archival services
- directed programs to preserve and provide access to archival holdings in accordance with legislation, donation agreements and professional practices
- directed outreach programs to bring attention to the Archives and encourage its use, and to promote the public's understanding of the historical context to contemporary issues
- led business planning, budget preparation, reviews of service delivery, and the development of performance measures
- led the integration of records management and archival programs following municipal amalgamation in 1998, including a \$5-million capital project to renovate the Archives and construct a new records centre (completed 2002)

Manager, Archives and Outreach *1995 to 1998*
Metropolitan Clerk's Department, Municipality of Metropolitan Toronto

- worked with the corporate records management program, municipal departments, and local boards to identify and acquire municipal records with enduring value
- negotiated with individuals and organizations to acquire non-government records
- managed the processing and description of archival records using automated procedures
- managed reference services and co-ordinated responses to access requests made under the *Municipal Freedom of Information and Protection of Privacy Act*
- undertook planning in the areas of performance measures, budgets, and automation

Records Manager/Archivist *1984-1995*
Toronto Harbour Commissioners

- appraised, acquired, and described archival records, and provided reference services for staff and the general public
- presented lectures and wrote articles promoting the corporation's history and use of its archives
- prepared exhibitions that interpreted the history of waterfront development
- converted 37,500 photographs to an optical disk linked to a database of archival descriptions, which led to receipt of the Archives Association of Ontario's J.J. Talman Award for innovation

PROFESSIONAL ACTIVITIES

Teaching

- 2005, 2006 **Adjunct Lecturer, Faculty of Information Studies, University of Toronto**
Taught course on specialized archives for the Master's program.
- 1991-1997 **Instructor, Continuing Studies, George Brown College**
Taught two courses that on archival practices and program management

Recent Presentations

"Will you take this call? Patron-driven acquisitions in the development of academic archives" and "Educational programming in academic archives." Presentations to "Archives & Community: Engaging the Public in the Modern World," annual conference of the Archives Association of Ontario, Thunder Bay, 16 June 2011.

"Lead, follow, or get out of the way: emerging trends in the development of research collections." Presentation to "Over the horizon: the future of the academic library," TRY Library Staff Conference, St. Michael's College, University of Toronto, 3 May 2011.

"The Transformation of Nature and Transportation on the Great Lakes during the Nineteenth Century." Lecture for the course, "Historical Perspectives on the Great Lakes" offered by Living and Learning in Retirement, Glendon College, 15 October 2010.

"Mediating Nature and Commerce on Toronto's Waterfront, 1833-1912," World Congress of Environmental History, Copenhagen, 7 August 2009.

"The Once and Future Archive: The Impact of Generational Change on the Development of York University's Research Collections," Archives Association of Ontario, Toronto, 12 June 2009.

"Shipbuilding and the Waterfront Plan of 1912," Changing Urban Waterfronts Seminar Series, University of Toronto, February 4, 2008. Slides and notes are available in York University Libraries' digital repository, YorkSpace, at <http://hdl.handle.net/10315/1207>.

"The Impact of Access Restrictions on the Use of Personal Papers," Joint Conference of the Association of Canadian Archivists and the Archives Association of Ontario, Kingston, June 21, 2007.

"Archives Build Communities," Keynote address to the annual conference of the Archives Association of Ontario, Sudbury, 23 June 2005.

"Halted by the Archive: The Impact of Excessive Archival Restrictions on Scholars," presented with Dr. Ruth Panofsky at "'Turning the knobs on writers' closets': Archives and Canadian Literature Conference, McMaster University, 25 May 2005.

Select List of Publications

"Halted by the Archive: The Impact of Excessive Archival Restrictions on Scholars" with Ruth Panofsky, in Linda Morra and Jessica Shagerl (eds.), *Basements and Attics, Closets and Cyberspace:*

Explorations in Canadian Women's Archives. Waterloo: Wilfrid Laurier University Press, forthcoming 2012.

"Planning for Change: Harbour Commissions, Civil Engineers, and Large-Scale Manipulation of Nature," chapter 1 in Gene Desfor and Jennefer Laidley (eds.), *Reshaping Toronto's Waterfront*, 23-48. Toronto: University of Toronto Press, 2011.

"From Feast to Famine: Shipbuilding and the Waterfront Plan of 1912," chapter 4 in *ibid*, 97-122.

"Sandford Fleming's Model Harbour," *The Fife and Drum: The Newsletter of the Friends of Fort York and Garrison Common* 14, no. 1 (March 2010): 4-5.

"Halted by the Archive: The Impact of Excessive Archival Restrictions on Scholars" with Ruth Panofsky, *Journal of Scholarly Publishing* 37, 1 (October 2005): 19-32.

Dictionary of Canadian Biography. Entries in volumes 8 (1985), 12 (1990), 13 (1994), 14 (2000) and 15 (2005).

"Toronto's Shipbuilding Industry," in Ted Wickson, *Reflections of Toronto Harbour: 200 Years of Port Activity and Waterfront Development*. Toronto: Toronto Port Authority, 2002, 88-97. (Also served as historical consultant for this publication.)

"Finding Aids and Photographs: A Case Study in the Use of Analog Optical Disc Technology to Improve Access to Historical Images," *Archivaria* 36 (Autumn 1993): 74-86.

Built Heritage of the East Bayfront with Jeffery Stinson. Royal Commission on the Future of the Toronto Waterfront, Environmental Audit of the East Bayfront / Port Industrial Area — Phase II, Technical Report No. 7, October 1991.

"Toronto's Waterfront at War, 1914-1918," *Archivaria* 28 (Summer 1989): 126-140. Available at: <http://journals.sfu.ca/archivar/index.php/archivaria/article/view/11574/12520>.

Professional Associations

Archives Association of Ontario

- 2010-2011 Member, Program Committee
- 2003-2004 Chair, Municipal Archives Interest Group
- 2001-2002 President
- 1994-1995 Director and Chair, Institutional Development Committee

Association of Canadian Archivists

- 2005-2007 Chair, Program Committee, 2007 Conference

The Champlain Society

- 2004-2010 President
- 2003-2005 Chair, Publications Committee
- 2000-2010 Councillor

AWARDS

- 2010 Henry N. Barkhausen Award for Original Research, Association for Great Lakes Maritime History for the paper, "Harbour Commissions, Civil Engineers, and the Large-Scale Manipulation of Nature on Toronto's Waterfront, 1833-1912."
- 1994 J.J. Talman Award for innovative efforts in the field of archives in Ontario, Archives Association of Ontario

EDUCATION

- M.A. University of Guelph, Department of History, 1981
B.A. University of Toronto, Scarborough College, 1978