



City of
Peterborough

To: Members of the Museum & Archives Advisory Committee

From: Susan Neale, Museum Director

Meeting Date: March 9, 2017

**Subject: Report MAAC17-003
Policy Manual, 2015**

Purpose

A report to present to Committee the approved 2015 Policy Manual for the Peterborough Museum & Archives.

Recommendation

That the Museum & Archives Advisory Committee approve the recommendation outlined in Report MAAC17-003 dated March 9, 2017, of the Museum Director, as follows:

That the Museum Director's report regarding the 2015 Policy Manual for the Peterborough Museum & Archives be received for information.

Budget and Financial Implications

Up-to-date policies are submitted by the Peterborough Museum & Archives to the Ontario Ministry of Tourism, Culture and Recreation to ensure eligibility for an annual Community Museum Operating Grant of \$45,433.

Background

The Peterborough Museum & Archives (PMA) Policy Manual is submitted to the Ministry of Tourism, Culture and Sport as a compulsory component of the annual Community Museum Operating Grant application. Policies are assessed for compliance with federal, provincial and municipal legislation as well as international professional standards with the goal to ensure ethical museum and archives practices.

The PMA Policy Manual, 2015, incorporates all policies approved by the Museum & Archives Advisory Committee (Appendix A). Reference Report MAAC15-003.

Summary

The Peterborough Museum & Archives' (PMA) Policy Manual, 2015, strengthens the PMA's adherence to the Ontario Ministry of Tourism, Culture and Sport guidelines.

Submitted by,

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Museum Director

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Attachments:

Appendix A – Peterborough Museum & Archives Policy Manual, 2015