



City of
Peterborough

To: Members of the Museum & Archives Advisory Committee

From: Susan Neale, Museum Director

Meeting Date: October 14, 2021

**Subject: By-law Number 16-027: Review and Amend
MAAC21-012**

Purpose

A report to recommend that the Committee review and approve two (2) revisions to By-law Number 16-027, Being a By-law to establish a Museum & Archives Advisory Committee.

Recommendation

That the Museum & Archives Advisory Committee approve the recommendation outlined in Report MAAC21-012, dated October 14, 2021 of the Museum Director as follows:

That By-law Number 16-027 be revised through the removal of Items 2.2(c) and 6.2.

Budget and Financial Implications

There are no budget or financial implications associated with the recommendation.

Background

By-law Number 16-027 Being a By-law to Establish a Museum and Archives Advisory Committee

The Peterborough Museum & Archives (PMA) is owned and operated by the City of Peterborough, within the Charitable Income Tax Act. By-law Number 16-027 (Appendix A) establishes the Museum & Archives Advisory Committee:

“...it is desirable and in the public interest that an Advisory Committee be appointed to advise Council in respect of the management and regulation of the Museum & Archives.”

In order to ensure that By-law Number 16-027 remains current and effective, Item 12.1 specifies that “The Advisory Committee shall review this By-law once per term of Council”.

The Canadian Museums Association “Guidelines: Roles and Responsibilities of Museum Boards of Trustees” (2004) is attached for reference (Appendix B).

Revisions to By-law Number 16-027

It is recommended that the following items be removed from By-law Number 16-027:

- 1) Item 2.2 (c) assist with the selection of a Museum Director, as the senior staff person to generally supervise and direct the operations of the Museum & Archives;
- 2) Item 6.2 Members may be reimbursed for direct and appropriate expenses incurred in the fulfillment of their Advisory Committee responsibilities.

Next Step

A report will go to City Council to seek approval to amend By-law Number 16-027.

Summary

The By-law to establish a Museum & Archives Advisory Committee is strengthened by regular and timely reviews and revisions.

Submitted by,

Susan Neale
Museum Director

Contact Name:

Susan Neale

Museum Director
Phone: 705-743-5180 Ext. 2471
Toll Free: 1-855-738-3755
Fax: 705-743-2614
E-Mail: sneale@peterborough.ca

Attachments:

Appendix A By-law Number 16-027

Appendix B Guidelines: Roles and Responsibilities of Museum Boards of Trustees