

By-law Number XXX-XXXX
Of The Corporation
of the Municipality of Chatham-Kent

A By-law to affirm the continuation of the Chatham-Kent Museum and the Ridge House Museum and the merger of the Chatham-Kent Museum Advisory Committee and the Ridge House Museum Advisory Committee and to repeal and replace By-laws 131-2018 and 130-2018.

FINALLY PASSED the 12th day of September, 2022.

Whereas Council of the Municipality of Chatham-Kent did enact By-law 131-2018 and 130-2018 for the purpose of affirming the continued operation of the Ridge House Museum and Ridge House Museum Advisory Committee and the continued operation of the Chatham-Kent Museum and to establish the Chatham-Kent Museum Advisory Committee;

And Whereas Ontario Regulation 877, RRO 1990 *Grants for Museums* requires, as a condition for grant eligibility, that the Ridge House Museum and Ridge House Museum Advisory Committee and the Chatham-Kent Museum and Chatham-Kent Museum Advisory Committee meet the minimum standards set out in “Standards for Community Museums in Ontario” as revised from time to time;

And Whereas it is deemed more expedient to repeal said by-laws and replace them with a new consolidated document which incorporates the sought amendments;

Be it Therefore Enacted by the Municipal Council of the Municipality of Chatham-Kent as follows:

Chatham-Kent Municipal museums

1. The continued operation of Chatham-Kent museum and the Ridge House Museum is hereby affirmed.

Chatham-Kent Municipal museums Advisory Committee

2. The establishment of the Chatham-Kent Municipal museums Advisory Committee is hereby affirmed.
3. The Chatham-Kent Municipal museums Advisory Committee is hereby authorized to provide recommendations for consideration and to assist the Corporation of the Municipality of Chatham-Kent in the operation of the Chatham-Kent Museum and Ridge House Museum as follows:
 - a. Explore available funding sources including in house

- revenue generation, Federal/Provincial grant development, sponsorship development and other fundraising initiatives;
- b. Provide support to other heritage/museum organizations such as the Ontario Museums Association, the Canadian Museums Association, the Ontario Historical Society, as well as local arts and heritage groups;
 - c. Provide recommendations to administration with respect to short term and long-term goals and objectives and the evaluation of performance of the Chatham-Kent Municipal museums; and
 - d. Provide recommendations with respect to any other issues of concern brought forward by Administration.
4. The Chatham-Kent Municipal museums Advisory Committee shall be composed of a minimum of three and a maximum of seven Committee members appointed by Council of the Municipality of Chatham-Kent. Such appointments shall be made in accordance with the policies of the Corporation of the Municipality of Chatham-Kent with respect to committee appointments.
 5. All meetings of the Chatham-Kent Municipal museums Advisory Committee and all Committee members shall comply with the applicable procedures of the Procedural By-law of the Municipality.
 6. All meetings of the Chatham-Kent Municipal museums Advisory Committee and all Committee members shall comply with provincial and federal legislative requirements that impact Committee decisions or activities.
 7. The members of the Chatham-Kent Municipal museums Advisory Committee shall choose a Chair from the Committee members at the first meeting after the appointments of the members to the Committee and annually thereafter. The term of the Chair is one year.
 8. The Chatham-Kent Municipal museums Advisory Committee shall meet a minimum of three times per year and a majority of the Committee members shall constitute a quorum for the transaction of any meeting. Dates for the meetings of a year shall be set in advance by the Committee at the last meeting of the preceding year.

Authority for Museum

9. Council is the governing body solely responsible for the management of the Chatham-Kent Municipal museums.

10. Except as otherwise specifically provided herein, all authority with regard to management of the Chatham-Kent Municipal museums is hereby delegated to municipal administration.

Mission Statement

11. The Chatham-Kent Museum Mission Statement, attached hereto as Schedule “A”.

12. The Ridge House Museum Mission Statement, attached hereto as Schedule “B”.

Dissolution

13. Dissolution of the Chatham-Kent Museum and /or the Ridge House Museum shall be in accordance with the Statement of Dissolution attached hereto as Schedule “C”.

14. By-laws 131-2018 and 130-2018 are hereby repealed

THIS By-law shall come into full force and effect upon the final passing thereof.

Read a First, Second and Third Time this 12th day of September 2022.

Mayor – Darren Canniff

Clerk - Judy Smith

**SCHEDULE A to
By-law Number XXX-XXXX**

**Of The Corporation
of the Municipality of Chatham-Kent**

Chatham-Kent Museum Mission Statement

Statement of Purpose

The Chatham-Kent Museum was established primarily to collect and preserve artifacts and specimens significant to the area represented by the Municipality of Chatham-Kent and to use these to present and promote the history of this region.

These resources of the Chatham-Kent Museum represent a legacy that, once lost, can never be replaced. The staff of the Chatham-Kent Museum are stewards of these resources, on behalf of the Chatham-Kent community. The Chatham-Kent Museum is governed by Chatham-Kent Municipal Council, a publicly accountable body.

The Chatham-Kent Museum benefits the citizens of Chatham-Kent by providing opportunities for the appreciation, understanding, and promotion of our natural and cultural heritage.

**SCHEDULE B to
By-law Number 131-2018**

**Of The Corporation
of the Municipality of Chatham-Kent**

Ridge House Museum Mission Statement

Statement of Purpose

The Ridge House Museum was established primarily to collect and preserve artifacts and specimens significant to the area represented by Ridgetown and the former Howard Township, and to use these to present and promote the history of this region.

These resources of the Ridge House Museum represent a legacy that, once lost, can never be replaced. The staff of the Ridge House Museum are stewards of these resources, on behalf of the Chatham-Kent community. The Ridge House Museum is governed by Chatham-Kent Municipal Council, a publicly accountable body.

The Ridge House Museum benefits the citizens of Chatham-Kent by providing opportunities for the appreciation, understanding, and promotion of our natural and cultural heritage.

**SCHEDULE C to
By-law Number XXX-XXXX**

**Of The Corporation
of the Municipality of Chatham-Kent**

Statement of Dissolution

All assets and liabilities of the Chatham-Kent Museum and/or the Ridge House Museum are the responsibility of Municipal Council of the Municipality of Chatham-Kent, and, as such, the decision to dissolve either or both museums rests with Council. In the event of the dissolution, the collection will be disposed of, subject to applicable federal or provincial legislation and any by-laws of the Municipality of Chatham-Kent in effect at the time of dissolution, in the following manner and order of precedence:

- i. Accessions that have been certified under the Canadian Cultural Property Import Export Act will be managed according to the conditions of the Act
- ii. The collection, or parts thereof will be transferred to another institution owned by the municipality or another municipal department
- iii. The collection, in its entirety, will be offered as a gift, along with all relevant documentation, to museums or appropriate public institutions in Chatham-Kent
- iv. The collection, or parts thereof, will be offered, as a gift, along with all relevant documentation, to museums or appropriate public institutions in Ontario with preference given to heritage institutions within Chatham-Kent
- v. The collection, or parts thereof, will be offered, as a gift, along with all relevant documentation, to museums or appropriate public institutions in Canada
- vi. The collection, or parts thereof, will be offered for sale at public auction
- vii. The collection, or parts thereof, will be destroyed due to deterioration or damage beyond repair; posing a danger to staff, the public, or the collections; or inability to dispose by other means. Dangerous or hazardous objects will be destroyed or disposed of by recognized experts. Two witnesses must be present to observe the destruction.

Disposals will not be made directly to an employee, a former member of the museum's staff, a member of the governing or advisory authority, a museum volunteer, the donor of the accession, or a family member or other representative of such persons.

All objects on loan to the museum at the time of the decision to dispose of a collection, will be returned to the owner or their designate.

The Municipality of Chatham-Kent will not sell museum assets to reduce financial liabilities. Funds resulting from the sale of objects should be restricted to gifts to public museums, archives and art galleries located in the Municipality of Chatham-Kent, solely for the purpose of strengthening and expanding their collections of objects. Physical property and liabilities will be disposed of in accordance with municipal policy.