

CORPORATION OF THE TOWN OF SMITHS FALLS

BY-LAW NO. 4660-81

A By-law to establish the Smiths Falls Museum Board.

WHEREAS the Municipal Act, Chapter 284, Section 352 (74) authorizes the Council of a Municipality to establish a Board of Management to operate a museum on its behalf, and


WHEREAS it is deemed advisable to establish the Smiths Falls Museum Board to operate the Smiths Falls Heritage Museum,


NOW THEREFORE the Council of the Corporation of the Town of Smiths Falls enacts as follows:

1. That the lands and buildings appurtenant thereto, comprising 2.5 acres more or less and being part of lot 30, Concession E, Township of Wolford, County of Grenville, Province of Ontario, now part of the Town of Smiths Falls, forming part of the Rideau Canal reserve land for Old Slys Locks Station and more particularly described in a lease with HER MAJESTY THE QUEEN dated May 24, 1978, shall be known as the Smiths Falls Heritage Museum, hereinafter referred to as the Museum.
2. That subject to such limitations and restrictions as Council may from time to time impose, the restoration, maintenance control, operation and management of the Museum is entrusted to a Board of Management to be known as the Smiths Falls Museum Board, hereinafter referred to as the Board.
- 3.(a) The Board shall consist of three members of Council and three other members who are qualified to be elected as members of Council, each of whom shall be appointed by and hold office at the pleasure of Council.
  - (b) The members of the Board who are members of Council shall be appointed annually.
  - (c) The members of the Board who are not members of Council shall be appointed, in the first instance, for a term ending November 30, 1982 and thereafter for a term of two years to coincide with the term of office of the Council appointing them, provided that appointees shall hold office until their successors are appointed.
  - (d) Members of the Board are eligible for reappointment to the Board.
  - (e) In the case of a vacancy on the Board for any cause other than the expiration of the term for which a member was appointed, the appointment to fill such vacancy shall be for the unexpired portion of such term.

4. The members of the Board shall serve without remuneration.
5. Three members of the Board constitutes a quorum.
6. No member of the Board, or of Council, shall have any contracts with the Board or be pecuniarily interested, directly or indirectly, in any contract or work relating to the operation or functions of the Board.
7. The meeting of the Board shall be open to the public and no person shall be excluded therefrom except for improper conduct.
8. The Curator of the Museum shall be the Secretary of the Board but shall not be a member of the Board.
9. Subject to such limitations and restrictions as Council may from time to time impose, by by-law, resolution or otherwise, the Board may:
  - (a) fix the times and places for meetings of the Board, and the mode of calling and conducting them, and make regulations governing the conduct of its members and employees;
  - (b) elect a chairman and vice-chairman, both of whom shall hold office at the pleasure of the Board; or for such period as the Board may prescribe;
  - (c) recommend the employment of such officers and servants as it may deem necessary;
  - (d) fix the hours when the Museum shall be open to the public, and require payment of fees or charges for admission thereto or the use thereof, and prescribe such fees and charges;
  - (e) adopt policy for rules for the use of the Museum and for the admission of the public thereto, and for regulating all other matters and things connected with the management thereof;
  - (f) sell or distribute objects and literature of historical significance or interest, sell within the museum souvenirs, articles and refreshments at such prices as the Board may decide, provided that the exercise of the power to sell refreshments shall be subject to the prior approval of Council, and to such terms and conditions as Council may impose;
  - (g) produce, copy and distribute historical publications and documents relating to the history of the Town of Smiths Falls;
  - (h) encourage and develop volunteer groups to assist in the further development of museums and historical matters within the Town of Smiths Falls;

10. The Board shall keep minutes of its meetings and all books, papers, and documents used in, and pertaining to the business of the Board, and all such minutes, books, papers and documents shall be open to the members of Council and to any other person or persons appointed for that purpose by Council.
  11. The Board shall on or before the first day of March in each year prepare and submit to Council an estimate of its financial requirements for the ensuing financial year, and the municipal treasurer shall pay the Museum accounts approved by the Board directly, in respect to, and to the limitations of, the approved budget, revenues and appropriation.
  12. The Treasurer shall keep distinct and regular accounts of the Board's receipts (including any private donations received by it and the terms, if any, upon which such donations were made), payments, credits and liabilities.
  13. The accounts and transactions of the Board shall be audited by the Municipal Auditor in the same manner as the accounts of the Municipality and all minutes, books, records, documents, transactions, accounts and vouchers of the Board shall be open to his inspection at all times.
  14. The Board shall submit an annual report of its affairs, to Council.
  15. Expenditures of revenues in excess of estimates must have prior approval of Council.
  16. The Board may, with the approval of Council, establish a Museum Development Fund, into which donations may be placed for future museum development projects and may, with further approval of Council, apply any private donations in such manner as it deems advisable but not inconsistent with the terms upon which any amount was donated.
- Read a first and second time this 2nd day of March,  
A. D. 1981.
- Read a third time and PASSED this 2nd day of March,  
A. D. 1981

  
Acting Mayor

  
Clerk-Administrator