

BY-LAW NO. 2172

A By-law to establish a voluntary Archives Committee to be known as "The City of Red Deer and District Committee" and to define its composition, powers and duties.

WHEREAS there is now available in the City of Red Deer and District considerable valuable data concerning the historical past of The City of Red Deer and vicinity; and

WHEREAS it is deemed expedient to establish a voluntary committee to act in an advisory capacity to Council in order that the historical data may be collected, indexed and preserved.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER DULY ASSEMBLED,
ENACTS AS FOLLOWS:

Establishment of Archives Committee 1. (a) An Archives Committee to be known as "The City of Red Deer and District Archives Committee" is hereby established.

(b) The Archives Committee shall consist of not more than eight members to be appointed from time to time by resolution of Council.

(c) Not later than the first meeting of the Council following the annual election (which meeting is hereinafter called "the Statutory Meeting") in the year 1964, Council shall appoint as members of the Committee not more than 8 persons, one of whom shall be a member of Council, one-half of whom shall hold office until the Statutory Meeting in the year 1965 and one-half of whom shall hold office until the Statutory Meeting in the year 1966. Commencing with the Statutory Meeting in the year 1965, Council shall appoint members to fill the vacancies arising from the expiration of the term of members previously appointed, and such appointments shall be for a term expiring at the Statutory Meeting held two years after any such appointment. In the event that Council appoints less than 8 members to the Committee, Council may at any time thereafter make additional appointments so as to increase the Committee to not more than 8 in number. Notwithstanding the foregoing, nothing hereinbefore contained shall be construed so as to prevent Council from reducing the number of members of the Committee by not filling all or any of the vacancies arising at any Statutory Meeting or any other time.

(d) All members shall remain in office until their respective successors are appointed.

(e) Retiring members shall be eligible for re-appointment.

(f) In the event of a vacancy occurring, the person appointed to fill such vacancy shall hold office for the remainder of the unexpired term of his predecessor.

(g) Any members of the Committee may resign therefrom at any time by sending written notice to the City Clerk of The City of Red Deer and such resignation shall take effect on the date therein stated, or where no date is stated, then upon the date when the resignation was received by the City Clerk, and any member of the Committee may be removed for cause by the Council of the City at any time.

(h) The Chairman and Secretary of the Committee shall be chosen by the members at the first meeting thereof, which shall take place within one month from the date of the passing of this by-law.

- (i) Regular meetings of the Committee shall be held at discretion of Committee;
- (j) Special meetings may be called on 24 hours' notice by the Chairman or at the request of two or more members of the Committee;
- (k) A quorum of the Committee shall be three Committee members;
- (l) The chairman shall have a vote on any question and in the event of a tie the motion shall be lost;
- (m) The Committee may appoint sub-committees, not limited in personnel to members of the Archives Committee, in order to deal with any special phases of any matters included in the duties of the Committee.

Duties and powers of Committee.

2. The Committee shall act in an advisory capacity to the City Council in order to discover, select, index, catalogue and prepare for safe keeping, reference and suitable display at such a location within the City of Red Deer and District as may be directed by the Council, all books, charts, maps, papers, photographs, paintings, property, chattels or objects of any description relating to the history, alteration and development of The City of Red Deer and District and to obtain such other similar information as the Council may require.

3. The Committee may recommend to the City Council the purchase of any property, real or personal, or any historical matter and may recommend the employment of one or more persons to collect and catalogue the information received and prepare it for public inspection.

4. The Committee may recommend to the Council the most suitable method of housing and displaying the historical matter collected by the Archives Committee.

5. The Committee may make such other recommendations as it deems desirable in the carrying out of its duties and may request Council from time to time to make money grants or authorize expenditures necessarily incidental to the work of the Committee.

6. The Committee may hear and consider representations from any citizen or any group of citizens on any matter relating to the work of the Archives Committee.

7. In September of each year the Committee shall present to City Council in writing an annual report upon the work and activities of the Committee.

8. Neither the said Committee nor any member thereof shall have any power to pledge the credit of the City in connection with any matters nor shall the said Committee nor any members thereof have any power to authorize any expenditure to be charged against the City of Red Deer.

READ A FIRST TIME IN OPEN COUNCIL this 23 day of March A.D. 1964.

READ A SECOND TIME IN OPEN COUNCIL this 23 day of March A.D. 1964.

READ A THIRD TIME IN OPEN COUNCIL AND FINALLY PASSED this 23 day of March A.D. 1964.

"E. Newman"
Mayor

"F. A. Ames"
City Clerk