



BYLAW: 4890

DATE OF CONSOLIDATION: June 24, 2026

Amendment History:

BYLAW 4998	Replaces the text of sections 4 (d), 5 (c), and Section 6
BYLAW 5250	Replaces the text of section 3 (b)
BYLAW 6256	Adds new section 4.1
BYLAW 6418	Removes Reference at 4.1 to a specific SPC
BYLAW 6518	Removes references to SPC and replaces it with reference to CIC at section 4.1.
BYLAW 6527	Amends text of section 3(a); Adds subsection 3(c)(iv); Deletes and replaces 3(e); Amends text of section 3(f)(ii); Deletes and replaces section 3(f)(v); Adds subsection 3(g) and 3(h); Deletes and replaces section 4; Amends section 4.1; Amends text of section 5; Amends text of subsection 5(a); Adds text to subsection 5(b); Deletes subsection 5(c); Deletes and replaces text of section 6; Deletes and replaces text in subsections 7(a), (b), and (c); Adds text to subsection 7(e); Deletes and replaces text of subsection 8(b); Adds text to subsection 8(c)

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Bylaw Last Revised: June 24, 2026
Effective: June 23, 2026
Bylaw 6527

CONSOLIDATION OF A BYLAW OF THE CITY OF LETHBRIDGE FOR THE
OPERATION, REGULATION, MAINTENANCE, AND CONTROL OF THE MUSEUM
AND ARCHIVES IN THE CITY OF LETHBRIDGE

WHEREAS the *Municipal Government Act* permits City Council to pass Bylaws for services provided by or on behalf of the Municipality; and

WHEREAS Council of the City of Lethbridge is of the opinion that it should provide for a Museum and Archives for the citizens of the City of Lethbridge;

NOW THEREFORE, the Mayor and Council of the City of Lethbridge, duly assembled, hereby enacts as follows:

- 1) This Bylaw may be cited as the “Museum and Archives Bylaw.”
- 2) There is hereby established the Sir Alexander Galt Museum and Archives whose objectives shall be to provide a non-profit, educational, community service for the City of Lethbridge and surrounding district by preserving artifacts and information regardless of physical form which are of enduring value to the interpretation of human history of Lethbridge and Southern Alberta, by making them available through display, research, and other like enterprises.
- 3)
 - a) The Sir Alexander Galt Museum and Archives shall be under the strategic oversight of a Board of Directors to be known as the Sir Alexander Galt Museum and Archives Board of Directors.

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 - b) The said Board of Directors shall consist of a minimum of five (5) and a maximum of nine (9) members, one of whom may be a member of City Council.

Bylaw 5250 – March 22, 2004
 - c)
 - i) Subject to subsection c) (iii), appointments to the Board of Directors shall be for a term of three years.
 - ii) A member of the Board of Directors is eligible to be re-appointed for only one additional consecutive term of office.
 - iii) When appointments are made in respect of the first Board, Council shall as nearly as may be possible appoint one-third of the members for a term of one year, one-third for a term of two years, and the remaining members for a term of three years.
 - iv) Notwithstanding the Procedure Bylaw, Council may consider non-residents of the City for appointment to the Board where applicants may provide a value to the broader

historical and archival mission of the Museum

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d) If any Council appointment to the said board dies or resigns, his or her appointment as a member of the said Board during the term for which he or she is appointed as a member, his or her place on the said Board shall be filled at the next meeting of Council by another member appointed by Resolution of City Council to hold office for the remainder and current term of office.

e) Members holding office shall be entitled to honoraria in accordance with Council Policy CC-67.

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f)

i) The Board of Directors shall hold a minimum of seven (7) meetings annually at the call of the Chair at the place so designated by the Chair.

ii) If the Chair is absent or refuses to call a meeting when requested by any member of the said Board, the Vice-Chair shall call a Special Meeting if requested by two (2) members of the said Board of Directors.

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iii) A majority of the Board of Directors shall form a quorum.

iv) At its first meeting of the year, there shall be elected from the members a Chair and Vice-Chair who shall act in the Chair's absence.

v) As per Council Procedure Bylaw, the City Clerk's office shall provide legislative services and keep a record of all meetings.

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i) keep a complete record of the minutes of the meetings;

ii) maintain all records, correspondence, orders, and discussions of the Board;

iii) carry out such functions as the said Board shall delegate;

iv) the procedure of meeting of the Board shall follow so far as is applicable the Procedure Bylaw of the City of Lethbridge.

g) Members may be removed from the Board of Directors at any time by resolution of Council.

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h) Members are required to attend meetings of the Board of Directors when able to do so, and must not miss more than three (3) consecutive meetings.

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4) The Board of Directors, subject to the provisions of this Bylaw has authority to provide the following:

a) Strategic oversight and advice with regards to the overarching objectives and goals of

the Sir Alexander Galt Museum and Archives, which includes the development of a strategic plan for the Sir Alexander Galt Museum and Archives;

- b) Advocating and promoting the Sir Alexander Galt Museum and Archives to the community and surrounding areas;
- c) Oversight of the Sir Alexander Galt Museum and Archives collection, which includes passing resolutions for accessioning and deaccessioning items within the Museum's collection, in accordance with the Museum's collections policy, if any; and
- d) Approving, by resolution, policies for accessioning and deaccessioning items within the Museum's collection.

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4.1 In the event the Board of Directors is required to report to Council, the Board of Directors will report to the Community Issues Committee when appropriate.

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5) The Chief Executive Officer, who will be hired by and managed as an employee by City Administration, is the administrative head of the Museum and Archives. His or her duties shall include:

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- a) ensuring that the policies and strategic direction of the Board of Directors are implemented;
- b) advising and informing the Board of Directors on the operation and affairs of the Museum and Archives; and

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c) DELETED

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6) Museum Curator and Archivist are counsel to the Chief Executive Officer on museum and archive matters and shall report directly to the Chief Executive Officer.

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7) In support of the Board of Directors in the operation of the Museum and Archives, and upon hearing the recommendation of the Board, the City may:

- a) Accept gifts, grants, legacies, devises, or bequests, in trust, or real or personal property of every nature and wheresoever situated, for the objects of the Sir Alexander Galt Museum and Archives, and according to the terms and conditions set forth in any instrument transferring the same;

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- b) Acquire by purchase, gift, transfer, or otherwise real or personal property of every nature and wheresoever situated, and have, hold, possess, enjoy, take and receive the same for

the general uses and purposes of the Sir Alexander Galt Museum and Archives;

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- c) From time to time, lease, exchange, convey, assign, charge royalties, or otherwise deal with any or all of the property, real or personal, of the Sir Alexander Galt Museum and Archives or any interest therein, and of all or any property held in trust, subject only to the provisions of the terms of any instrument;

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- d) Grant receipts for the fair market value of any gift, grant, legacy, devise, or bequest received by the City of Lethbridge on behalf of the Sir Alexander Galt Museum and Archives;

- e) Provide land, buildings, chattels, personnel, and necessary aid required for the purpose of carrying out the above objectives; or

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- f) Budget and provide monies for the operational expense of the Sir Alexander Galt Museum and Archives.

- 8) In the event of dissolution of the Sir Alexander Galt Museum and Archives, the City shall transfer all its artifacts, documents, photographs, and other chattels to:

- a) Provincial Archives of Alberta;

- b) Royal Alberta Museum;

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- c) The Glenbow Alberta Institute in Calgary; or

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- d) Any other appropriate custodial institution.

- 9) Bylaw no. 4468 is hereby repealed.

- 10) This Bylaw shall come into force and effect on the date of the final passing thereof.

READ A FIRST TIME THIS 20th DAY OF April 1998.

READ A SECOND TIME THIS 4th DAY OF May 1998

READ A THIRD TIME THIS 4th DAY OF May 1998

(Sgd). D. Carpenter
Mayor

(Sgd). D. Nemeth
City Clerk