



**Council Report**  
**For the Meeting of August 25, 2016**

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**To:** Council **Date:** August 11, 2016  
**From:** Chris Coates, City Clerk  
**Subject:** Archives Use Bylaw, Amendment Bylaw (No. 2) 16-060

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**RECOMMENDATION**

That Council consider first, second and third reading of Bylaw No. 16-060.

**BACKGROUND**

Attached for Council's initial consideration is a copy of the proposed *Archives Use Bylaw, Amendment Bylaw (No. 2) 16-060*

This matter came before Council on May 12, 2016, where the following resolution was approved:

**Archives Digitization Report**

1. That Council authorize the expenditure of up to \$50,000 from the Archives Equipment Reserve to support the digitization of archival material and direct staff to bring forward amendments to the Archives Use Bylaw for Council's consideration.
2. That Council direct staff to examine the archive hours and examine opportunities to extend hours as part of the 2017 budget considerations.

This report is responding to part 1 of the resolution regarding amendments to the Archives Use Bylaw. Part 2 of the resolution to examine the hours of the Archives office will form part of the budget considerations as directed.

Respectfully submitted,

Handwritten signature of Christine Havelka in black ink.

Christine Havelka  
Deputy City Clerk

Handwritten signature of Chris Coates in black ink.

Chris Coates  
City Clerk

Handwritten signature of Jocelyn Jenkyns in black ink.

Jocelyn Jenkyns  
Deputy City Manager

**Report accepted and recommended by the City Manager:**

Handwritten signature of the City Manager in blue ink.

**Date:**

August 17, 2016

Attachments:

- Appendix A: Archives Use Bylaw, Amendment Bylaw (No. 2) 16-060
- Appendix B: Minutes from the May 12, 2016 Council Meeting
- Appendix C: Report from the May 12, 2016 Committee of the Whole Meeting