

Interim Agreement for the Governance and Management of the Clarence-Rockland Museum

This Interim Agreement is made and entered into as of 2025-10-XX (hereinafter referred to as "Effective Date") by and between:

1. Clarence-Rockland Public Library Board (hereinafter referred to as "Library Board");
and
2. City of Clarence-Rockland (hereinafter referred to as "City")

WHEREAS, the Library Board and the City wish to establish a formal agreement for the governance and management of the Clarence-Rockland Museum; and

WHEREAS, the parties are in the process of negotiating a long-term management agreement to govern the operation and administration of the Museum; and

WHEREAS, the parties wish to enter into an Interim Agreement to ensure continuity of Museum operations.

NOW, THEREFORE, the parties agree as follows:

1. Purpose of Agreement

The purpose of this Interim Agreement is to formalize the responsibilities of both parties to ensure continuity of Clarence-Rockland Museum operations during the negotiation of a long-term agreement and the completion of the sale of the Clarence-Rockland Museum property, located at 687 Laurier Street.

2. Duration of Agreement

This Agreement shall remain in effect from the Effective Date until the execution of the long-term management agreement.

3. Transfer of Management Responsibilities

The City hereby delegates to the Library Board the authority and responsibility to govern, manage and operate the Museum, in accordance with the Government of Ontario's Ministry of Heritage, Sport, Tourism and Culture Industries' Standards for Community Museums in Ontario.



4. Responsibilities of Each Party

The City shall:

- a. Provide an advance financial contribution of \$100,100 until the sale of the Clarence-Rockland Museum property, located at 687 Laurier Street, is completed and funds are received.
- b. Provide, as determined appropriate by the City, exhibit space in public facilities across the municipality to support the Museum's community exhibit spaces.
 1. Spaces include but are not limited to:
 - i. Clarence-Rockland Arena
 - ii. Clarence-Rockland Recreational and Cultural Complex
 - iii. Clarence Creek Arena
 - iv. St-Pascal Community Centre
 - v. Bourget Community Centre
 - vi. Hammond Community Centre
- c. Retain ownership of the Museum artefacts and collections currently in its possession for the duration of this agreement.
- d. Provide access to the Clarence-Rockland Museum premises for the duration of the agreement to facilitate the storage and cataloguing of artefacts.
- e. Assist with promoting the Museum activities through its regular marketing channels.
- f. Proceed with the sale of the Clarence-Rockland Museum property, located at 687 Laurier Street.

The Library Board shall:

- a. Oversee all responsibilities relating to the Clarence-Rockland Museum's management and governance, including but not limited to:
 1. Operations and staffing
 2. Collections management and exhibition
 3. Programming and education
 4. Financial Management
 5. Promotion
 6. Reporting and Oversight

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- i. The Library Board shall provide an annual report to the Council detailing the activities, financial status, and performance of the Museum.
- b. Exercise its powers and duties in a manner consistent with the City's strategic objectives and in accordance with the Museum's mission and vision.
- c. Develop a long-term Clarence-Rockland Museum operating plan that includes a proposed annual operating budget to be approved by Council and annexed to the long-term operating agreement.

5. Termination Clause

Either party may terminate this Agreement without cause by providing the other party with no less than 90 days' prior written notice.

By signing this agreement, both parties agree to abide by the above terms and conditions. The terms and conditions of this agreement may only be amended if both parties agree.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

Authorized Representative
Clarence-Rockland Public Library Board

Julian Lenhart
Director, Community Development
City of Clarence-Rockland