

**CANON 24  
ARCHIVES**

1. There shall be a Committee of the Diocesan Council known as the “**Archives Committee**”, hereinafter called the “**Committee**”.

2. **(1) Membership**

The Committee consists of:

- (a) four persons appointed by the Diocesan Council, each for a term of four years to a maximum of two consecutive terms;
- (b) the Diocesan Archivist;
- (c) the Diocesan Registrar; and
- (d) the Executive Secretary of Synod.

**(2) Officers**

The Committee shall elect a Chairperson and Vice-chairperson to hold office until they or their successors are elected at the first annual meeting. The first Chairperson and Vice-Chairperson shall be elected at the first meeting of the Committee following the meeting of the Synod at which this Canon is passed.

**(3) Purposes**

The purposes of the Committee are:

- (a) to make recommendations for the unification and development of the archival activities of the Church in the Diocese in order to provide for the archival retention of those items of enduring value in accounting for the activities of the Diocese and documenting its history
- (b) to recommend policies for a continuing program for the management of current records of Synod, its officers and committees and of parishes;
- (c) to oversee the archival needs, both physical and operational, of the Diocese and to recommend such measures as may be deemed advisable to advance the preservation and use of the records of enduring value.