



## **BYLAW NO. 2019/15/B**

**Name of Bylaw: Drayton Valley Municipal Library Board Bylaw**

BEING A BYLAW IN THE TOWN OF DRAYTON VALLEY IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE ESTABLISHMENT OF A MUNICIPAL LIBRARY AND LIBRARY BOARD AND TO SET FORTH THE DUTIES AND RESPONSIBILITIES OF THAT BOARD.

**WHEREAS**, in accordance with the *Libraries Act*, being Chapter L-11 of the Revised Statutes of Alberta 2000, and amendments thereto, which provides for the establishment by a Municipality of a Municipal Library Board,

**AND WHEREAS**, the said *Act* governs the provision of library services within a municipality,

**NOW THEREFORE**, the Council of the Town of Drayton Valley in the Province of Alberta hereby enact as follows:

### **TITLE**

1. This Bylaw may be cited as the "Drayton Valley Municipal Library Board Bylaw" of the Town of Drayton Valley.

### **PURPOSE**

2. There is hereby established, a municipal library for the Town of Drayton Valley.
3. There is hereby established a Library Board, pursuant to the *Act*, which shall be known as the Drayton Valley Municipal Library Board.

### **DEFINITIONS**

4. In this Bylaw, including this section, unless the context otherwise requires:
  - 4.1. *Act* means the *Libraries Act*, Revised Statutes of Alberta 2000, c L-11;
  - 4.2. *Board* means the Drayton Valley Municipal Library Board;
  - 4.3. *Brazeau County* means the municipality incorporated within the Province of Alberta as the County of Brazeau;
  - 4.4. *Brazeau County Council* means the municipal Council for Brazeau County;
  - 4.5. *Library* means Drayton Valley Municipal Library;

- 4.6. *Member(s)-at-large* means residents of the Town of Drayton Valley or Brazeau County who are appointed by Town Council to serve on the Board;
- 4.7. *Town* means the Town of Drayton Valley; and
- 4.8. *Town Council* means the municipal Council for the Town of Drayton Valley.

### **PURPOSE OF THE BOARD**

5. The Board has full management and control of municipal library operations within the Town of Drayton Valley, and shall in accordance with the *Act*, organize, promote, and maintain comprehensive and efficient library services in the municipality and may cooperate with other boards and libraries in the provision of those services.

### **COMPOSITION OF THE BOARD**

6. The Board shall consist of up to ten (10) but no less than five (5) members. The Board shall be constituted as follows:
  - 6.1. Two (2) members, being one each from the Town of Drayton Valley Council and Brazeau County Council; and
  - 6.2. Eight (8) or a minimum of three (3) members from the community-at-large.
7. Council shall appoint two Councillors (one from the Town and one as recommended from Brazeau County), each for a one year term. In the event the Councillors appointed by Council cease to be Councillors, their appointment shall be deemed terminated and Council shall appoint a replacement Councillor for the balance of the term.
8. Board members shall be selected on the basis of an active interest in library board activities and community development as a whole. Board members shall have a long view of the community in terms of social infrastructure.
9. Members of the Board shall be appointed by Town Council.
  - 9.1. Members-at-large shall be appointed by resolution of Council for three (3) year terms, expiring October 31.
  - 9.2. Members from Council shall be appointed for a one (1) year term at the Annual Organizational Meeting of their respective Council.
10. Any Board member who is absent from three (3) consecutive regular meetings, without authorization by a Board Resolution, is deemed to have resigned his seat on the Board.

## **BOARD PROCEDURES**

11. The Board will follow the procedures in Part 5 of the *Act* and may establish such other procedures as authorized by law.
12. The Board shall elect a Chairperson and a Vice Chairperson and the Chairperson shall preside at meetings of the Board, and in the absence of the Chairperson, the Vice-Chairperson, and in the absence of both the Chairperson and the Vice-Chairperson, the meeting may elect a Chairperson from its members. A member of either Municipal Council shall not be elected as Chairperson or Vice-Chairperson.
13. The Board may hold regular monthly meetings, with such meetings to be set by the Board, or special meetings that are required at the call of the Chairperson, but in any event, shall meet at least once every three (3) months.
14. A quorum for regular and special meetings of the Board shall consist of a majority of appointed Board members.
15. The Recording Secretary, as designated by the Library Director, shall prepare an agenda for upcoming meetings of the Board, containing items submitted by the Chairperson or Board members or referred by Council, and shall be circulated three (3) days in advance of the meeting.
16. A minute book shall be kept and minutes of all regular and special meetings shall be recorded therein by the Secretary.
17. The Chairperson and all appointed Board members shall vote on any question, except where authorization to abstain from voting due to conflict of interest has been obtained. In the event of a tie, the motion shall be lost.
18. Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Robert's Rules of Order.
19. In determining levels of service, setting policy or instituting changes hereto, the Board shall in all instances communicate such intentions to the Council for discussion and recommendation.
20. The Board, on or before October 1 each year, shall prepare a budget and an estimate of the funds required during the next fiscal year to operate and manage the Municipal Library, and submit it to the Chief Administrative Officer of the Town. Such estimate may be approved in whole or in part by Council.

**LIMITATIONS**

- 21. Neither the Board, nor any member thereof, shall have the power or authority to pledge the credit of the Town in connection with any matter whatsoever, nor shall the said Board or any member thereof have the power to authorize the expenditure to be charged against the Town or any of its agencies, corporations, managers, or other committees of Town Council.
- 22. Neither the Board nor any members thereof shall perform activities relating to fund raising or advertising on behalf of the Town, unless such activities have been previously sanctioned by Town Council resolution.

**SEVERABILITY**

- 23. If any provision of this Bylaw is held to be invalid by a Court of competent jurisdiction, that decision will not affect the validity of the remaining provisions of the Bylaw.


**AND THAT** this Bylaw shall repeal Bylaw No. 99-15, and any amending Bylaws thereto, of the Town of Drayton Valley, and shall come into force and have effect from and after the date of third reading thereof.

Read a first time this 5<sup>th</sup> day of February, 2020, A. D.

Read a second time this 5<sup>th</sup> day of February, 2020, A. D.

Read a third and final time this 5<sup>th</sup> day of February, 2020, A. D.

  
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MAYOR

  
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CHIEF ADMINISTRATIVE OFFICER