



**BIRCH HILLS COUNTY
BY-LAW 2016-11
MUNICIPAL LIBRARY BOARD BYLAW**

BY-LAW # 2016-11

**BIRCH HILLS COUNTY
MUNICIPAL LIBRARY BOARD**

Bylaw No. 2016-11

**A BYLAW OF BIRCH HILLS COUNTY IN THE PROVINCE OF ALBERTA, TO ESTABLISH
A MUNICIPAL LIBRARY BOARD AND TO DEFINE THE DUTIES, POWERS AND
FUNCTIONS OF THAT BOARD.**

WHEREAS the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, and amendments thereto, authorize Council to pass Bylaws relating to the establishment and function of Council Committees and other bodies;

AND WHEREAS, the Council may in accordance with Section 203 of the *Municipal Government Act*, delegate any of its executive and administrative duties and powers and functions;

NOW THEREFORE WITH THE AUTHORITY AND UNDER THE PROVISION OF "THE LIBRARIES ACT", BEING CHAPTER L-11, 2000, THE MUNICIPAL COUNCIL OF BIRCH HILLS COUNTY IN THE PROVINCE OF ALBERTA DULY ASSEMBLED ENACTS AS FOLLOWS:

PART I: BYLAW TITLE

- 1.1. This Bylaw shall be known as the "Municipal Library Board Bylaw".

PART II: DEFINITIONS

- 2.1. *Act* means the *Libraries Act*, Revised Statutes of Alberta 2000, Chapter L-11 and amendments.
- 2.2. *Chief Administrative Officer or CAO* means the person appointed to the position of Chief Administrative Officer by Council.
- 2.3. *Council* means the Council of Birch Hills County.
- 2.4. The *County* means "Birch Hills County".

PART III: APPOINTMENT, TERMS AND CONDITIONS

- 3.1. Council hereby establishes the Municipal Library Board.
- 3.2. Council shall, by resolution, at the annual Organizational meeting appoint no less than five (5) and no more than ten (10) members-at-large to the position of Board Member to the Municipal Library Board.
- 3.3. Not more than two (2) members of Council may be members of the Municipal Library Board.
- 3.4. A term shall be no more than three (3) years.
- 3.5. Appointment, terms and conditions must be in accordance with Section 4 of *the Act*.

PART IV: RESPONSIBILITIES

- 4.1 The Municipal Library Board shall:
 - 4.1.1. Appoint a Chair, and Vice Chair;
 - 4.1.2. Manage, regulate and control the Municipal Libraries;
 - 4.1.3. Meet at least every four (4) months;
 - 4.1.4. All Bylaws, policies and operations must be in accordance with the *Libraries Act*.

PART V: ADMINISTRATIVE DUTIES

- 5.1 In order to carry out the responsibilities of the Municipal Library Board, administration must:
 - 5.1.1 Ensure each position of the *Municipal Library Board* is filled at the earliest possibility;
 - 5.1.2 Record and keep minutes for every meeting in accordance with Section 34 of the *Act*;
 - 5.1.3 Ensure operations are in accordance with the *Libraries Act*;
 - 5.1.4 Ensure all financial aspects pertaining to the *Municipal Library Board*, including but not limited to, expense claims, mileage, fundraising and budgeting is administered as per County Policy and the *Libraries Act*.

PART VI: SEVERABILITY

- 6.1 Ultimately the *Libraries Act* shall supersede this Bylaw and this Bylaw shall be used generally as provision for the establishment and guide for the Municipal Library Board, using the *Libraries Act* as the main source of governance.
- 6.2 If at any time any provision of this Bylaw is declared or held to be illegal, invalid or ultra vires, in whole or in part, then that provision shall not apply and the remainder of this Bylaw shall continue in full force and effect and shall be constructed as if it had been enacted without the illegal, invalid or ultra vires provision.

PART VII: REPEAL

- 7.1 Bylaw No. 2-97, the Municipal Library Board Bylaw, is repealed.

PART VIII: ENACTMENT

- 8.1 This Bylaw shall come into force and effect when it receives third reading and is duly signed.

READ a first time this 10th day of November, 2016

READ a second time this 10th day of November, 2016

READ a third time this 10th day of November, 2016

Signed this 10th day of November, 2016

Original Signed By

Reeve
Marvin Doran

Original Signed By

Chief Administrative Officer
Hermann Minderlein