

**CITY OF BEAUMONT
BYLAW NUMBER 946-19**

A bylaw of the City of Beaumont in the Province of Alberta to authorize the establishment of a MUNICIPAL LIBRARY BOARD.

WHEREAS, under the provisions of Section 9 of the Libraries Act, the Council of the City of Beaumont deems it necessary to establish a Municipal Library Board; and,

NOW THEREFORE, the Council of the City of Beaumont, duly assembled, enacts as follows:

Section 1: Title

1.1 This bylaw may be cited as the "Municipal Library Board Bylaw".

Section 2: Definitions

- 2.1 "Library" means and refers to the Bibliotheque de Beaumont Library.
- 2.2 "Council" means and refers to the Council for the City of Beaumont.
- 2.3 "The Board" means and refers to the Beaumont Municipal Library Board.
- 2.4 "City" means and refers to the Municipal Corporation of the City of Beaumont.

Section 3: Establishment of Authority

3.1 A Municipal Library Board is hereby established.

Section 4: Board Membership & Term

- 4.1 The Board shall be appointed by the Council pursuant to the Libraries Act as follows:
 - a) one (1) member of Council and One (1) alternate member of Council, and
 - b) seven (7) members from the public.A minimum of four (5) members from the public must be residents of the City; with a maximum of two (2) members from Leduc County.
- 4.2 Each member of the public shall be appointed for a three (3) year term. Each Council member shall be appointed for a one (1) year term. A member of the Municipal Library Board is eligible to be reappointed for only two additional consecutive terms, unless 2/3 of the whole Council pass a resolution approving the member be reappointed for additional terms.
- 4.3 In the event of a Board vacancy, the Council may by resolution, appoint a new member to serve for the remainder of the vacating member's term.
- 4.4 A quorum at any Board meeting shall be fifty (50) percent or greater of all members that comprise the Board.
- 4.5 The Board shall meet at least once every four (4) months and at any other times it considers necessary.

- 4.6 Any member of the Municipal Library Board who shall be absent for three (3) consecutive meetings, or any four (4) meetings in a calendar year, unless the absence is authorized by resolution of the Board, shall forfeit their appointment. All minutes, resolutions and bylaws of the Board shall be kept and signed by the Board Chair or Acting Chair.
- 4.7 Any member of the Board may be removed from the Board at the sole discretion of the Council.

Section 5: Powers & Board Duties

- 5.1 The Board has full management and control of the Municipal Library and shall, in accordance with the Libraries 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.
- 5.2 The Board shall forward copies of all meeting minutes and a copy of the annual audit to the Council, which shall include:
- a) Financial information
 - b) Report on the current operation of the Library
 - c) Any Board activity during the year
 - d) Any staff changes during the year
- 5.3 The Board shall appoint and dismiss employees as it deems fit.

Section 6: Financing

- 6.1 The Council will levy and assess from year-to-year a special rate on the assessed value of all properties liable for taxation for municipal purposes, a mill rate called the "Public Library Rate".
- 6.2 On an annual basis, the Board shall present to the Council, a budget which the Board considers necessary for the operation of the Library.
- 6.3 Following budget approval by the Council, funds raised from the Public Library Rate will be transferred to the Board.
- 6.4 At the end of the year the City will transfer to the library that portion of the City's County Cost Share for that year that relates to operating expenses of the Library Board;
- 6.5 The maximum surplus that the library can carry forward from year to year is \$30,000; and,
- 6.6 Any surplus in excess of \$30,000 shall be transferred to the City's Library Capital Reserve Fund for future capital upgrades as part of the City's annual budget process.
- 6.7 The Board shall have the accounts audited by a person/firm approved by the Council. The Board shall provide a financial statement to the City Administration on a monthly basis.

- 6.8 The City may provide accounting services at a fee agreeable to the Board and ensure that the Board's books of accounts are kept in a proper manner, and shall provide financial statements to the Board on a monthly basis as far as practicable.
- 6.9 Funds of the Board may be maintained by the City with separate accounts established for revenues, expenses, surplus and reserve funds. The Board will provide any expenditure control guidelines.

Section 7: Force and Effect

- 7.1 This Bylaw shall come into effect on the final date of its passing.
- 7.2 Bylaw 891-17 a bylaw to establish the Municipal Library Board for the City of Beaumont, and any amendments to Bylaw 891-17 are hereby repealed.

READ A FIRST TIME THIS 12th day of February, 2019.

READ A SECOND TIME THIS 12th day of February, 2019.

UNANIMOUS CONSENT FOR THIRD READING THIS 12th day of February, 2019.

READ A THIRD AND FINAL TIME THIS 12th day of February, 2019.



Mayor



Supervisor, Legislative Services