

BYLAW NO. 22-2020

A BYLAW OF THE CITY OF LLOYDMINSTER IN THE PROVINCES OF ALBERTA AND SASKATCHEWAN TO ESTABLISH THE CITY OF LLOYDMINSTER LIBRARY BOARD

WHEREAS the Council of the City of Lloydminster deems it necessary to establish a Bylaw to deal with services provided by or on behalf of the City.

AND WHEREAS the *Lloydminster Charter* provides authority to City Council to pass bylaws for municipal purposes;

NOW THEREFORE the Council of the City of Lloydminster deems it necessary to establish a Bylaw to form the City of Lloydminster Library Board and

NOW THEREFORE, the Council of the City of Lloydminster, pursuant to the authority granted in Section 15 of the *Lloydminster Charter*, enacts as follows:

1. SHORT TITLE

1.1. This Bylaw shall be cited as the Library Bylaw.

2. DEFINITIONS

2.1. The definitions listed in Schedule "A" attached to this Bylaw shall apply, unless context otherwise requires.

3. APPOINTMENT, AUTHORITY AND DUTIES OF THE CITY MANAGER

3.1. Except where specific authority is reserved to Council, in the Bylaw the administration and enforcement of this Bylaw is hereby delegated to the City Manager.

3.2. Without restricting any other power, duty or function granted by this Bylaw, the City Manager may carry out anything required for the administration of this Bylaw, including but not limited to the following:

3.2.1. delegate any powers, duties or functions under this Bylaw to an employee of the City, including a Designated Officer;

3.2.2. carry out any inspections that are reasonably required to determine compliance with this Bylaw; and

3.2.3. establish any forms required for the administration of this Bylaw.

4. THE CITY OF LLOYDMINSTER LIBRARY BOARD

4.1. The City of Lloydminster Library Board ("Library Board") is hereby established as the Municipal Library Board for the City of Lloydminster, pursuant to section 3 of the *Libraries Act of Alberta*.

4.2. Lloydminster Library shall hence forth be known as "The Lloydminster Public Library".



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5. COMPOSITION

- 5.1. The Library Board shall consist of no less than eight (8) and no more than ten (10) members appointed by Council.
- 5.2. No more than two (2) members of Council may be appointed to be members of the Library Board at any time.
- 5.3. No person shall be appointed as a member of the Library Board who is an employee of The Library.
- 5.4. Members will be appointed for a term of up to three (3) years, to a maximum of two (2) consecutive terms.
- 5.5. Notwithstanding subsection 5.4, a member may be reappointed as a member for more than two (2) consecutive terms if Council passes, with a two-thirds (2/3) majority, a resolution to reappoint that member.
- 5.6. Any vacancy arising from any cause may be filled by Council as soon as reasonably possible.
- 5.7. A person is disqualified from remaining a member of the Library Board if the person fails to attend, without being authorized by a resolution of the Library Board to do so, three (3) consecutive regular meeting of the Library Board.
 - 5.7.1. If a member of the Library Board is disqualified from remaining a member under section 5.7, the person is deemed to have resigned the seat on the Library Board.
- 5.8. The Library Board shall elect a chair and any other officers it considers necessary from among its members.
- 5.9. The City Manager or delegate is hereby appointed as a City liaison for the Library Board and the City. This position may attend the board meetings as a non-voting attendee and shall be provided all meeting documentation as board members would.

6. BOARD DUTIES

- 6.1. The Library Board, subject to an enactment that limits its authority, has full management and control of the Library and shall in accordance with the regulations, 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.

7. PROCEDURES AND MEETINGS

- 7.1. The Library Board shall meet at a minimum once every four (4) months and at any other times it considers necessary.
- 7.2. All minutes, resolutions and bylaws of the Library Board shall be entered into books to be kept by it for the purpose and the books shall be signed by the chair or acting chair.



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8. BYLAWS

- 8.1. The Library Board may pass bylaws for the safety and use of The Library, including:
 - 8.1.1. The terms and conditions under which the public may be admitted to the building, The Library property may be used or borrowed by members of the public and borrowing privileges may be suspended or forfeited.
 - 8.1.2. Fees to be paid by members of the public.
- 8.2. The Library Board, on passing a bylaw under section 8.3, shall provide a copy of the bylaw to the City Clerk, who will then present it to Council. Council may disallow any bylaw passed by the Library Board.

9. BUDGET

- 9.1. The Library Board shall before September 1 in each year, prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the Library, and submit the budget to the City Manager, or delegate. The budget estimate of the money shall be submitted to Council and Council may approve the estimate in whole or in part.
- 9.2. The Library Board shall:
 - 9.2.1. Keep accounts of its receipts, payments, credits and liabilities;
 - 9.2.2. Retain an accredited auditor that meets the requirements of the Act to conduct an annual audit. The Auditor retained by the Board must be independent and follow generally accepted auditing practices; and
 - 9.2.3. Submit the audited financial statement to the City Manager, or delegate in a reasonable timeframe after its completion.

10. NUMBER AND GENDER REFERENCES

- 10.1. All references in this Bylaw will be read with such changes in number and gender as may be appropriate according to whether the reference is to a male or female person, or a corporation or partnership.

11. SEVERABILITY

- 11.1. Every provision of this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalided for any reason by a court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.



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This Bylaw shall come into force and effect upon the final passing thereof.


INTRODUCED AND READ a first time this 22 day of June, 2020, A.D.


READ a second time this 20 day of July, 2020, A.D.


READ a third time this 20 day of July, 2020, A.D.

AUG 10 2020
Date Signed

AUG 10 2020
Date Signed


MAYOR


CITY CLERK



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SCHEDULE "A"

Definitions

Charter	Refers to the <i>Lloydminster Charter</i>
City	The City of Lloydminster and the area contained within the corporate boundaries of the City
City Manager	The Commissioner of the City of Lloydminster as appointed by Council or designate
Council	The Municipal Council of the City of Lloydminster
The Library	The Lloydminster Public Library.

