

**BY-LAW NO. 007-15  
OF THE  
TOWN OF SMOKY LAKE  
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF SMOKY LAKE, IN THE PROVINCE OF  
ALBERTA, TO PROVIDE FOR THE ESTABLISHMENT OF THE TOWN OF SMOKY  
LAKE PUBLIC LIBRARY BOARD**

**WHEREAS**, the Libraries Act, being R.S.A. 2000, Chapter L-11, and regulations made under the Libraries Act as amended;

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

**NOW THEREFORE**, the municipal Council of the Town of Smoky Lake in the Province of Alberta, duly assembled, enacts as follows:

**1. TITLE**

This Bylaw may be referred to as the "Smoky Lake Public Library Board Bylaw".

**2. INTERPRETATION**

In this Bylaw, unless the content otherwise requires

- (a) "**Act**" means the Libraries Act, RSA 2000, c. L-11;
- (b) "**Board**" means the Smoky Lake Public Library Board.
- (c) "**Chief Administrative Officer (CAO)**" means the Person appointed to the Position of Chief Administrative Officer by the municipal Council of the Town of Smoky Lake and includes any Person that the CAO may appoint as his designate for purposes of carrying out his responsibilities under this Bylaw and further includes any person that may be appointed to act in the absence of the CAO;
- (d) "**Council**" means the municipal Council of the Town of Smoky Lake;
- (e) "**Member**" means an individual appointed as a member of the Board.
- (f) "**Town**" means the Town of Smoky Lake, a Municipal Corporation in the Province of Alberta.

**3. THE TOWN OF SMOKY LAKE PUBLIC LIBRARY BOARD**

The Smoky Lake Public Library Board is hereby established as the municipal library board for the Town of Smoky Lake pursuant the Act. The Board so established is a continuation of the Board deemed to be continued by the Act.

**4. DUTIES**

In accordance with the Act, the Board, subject to any enactment that limits its authority, has full management and control of the Town Public Library and shall, in accordance with the regulations, organize, promote and maintain comprehensive and efficient library services in the Town of Smoky Lake and may cooperate with other boards and libraries in the provision of those services.

## **5. STRUCTURE**

- (a) The Board will recommend the appointment of Board members to Council.
- (b) Members of the Board will be appointed in accordance with Council policies and procedures.
- (c) The Board shall consist of not fewer than 5 and not more than 10 members appointed by council.
- (d) No more than two (2) members of Council may be appointed to the members of the Board at any one time.
- (e) No person shall be appointed as a member of the Board who is an employee of the Board.
- (f) The Members will be appointed for a term up to three (3) years, to a maximum of three (3) consecutive terms.
- (g) Notwithstanding subsection 5 (e), a Member may be reappointed as a Member for more than three (3) consecutive terms if Council passes with a two-thirds majority a resolution to reappoint that member.
- (h) Vacancies on the Board caused by retirement or resignation of a member of the Board may be filled by resolution of Council for the balance of that member's term only and the Board may continue to operate and conduct business until vacancies are filled provided that quorum requirements are met.

## **6. PROCEDURES**

The Board may, by resolution, establish and amend from time to time such procedures required by law, including for meetings, the election of Board Officers, committee structure, the creation and retention of minutes of meetings, the establishment and amendment of Board Bylaws and Policies, and rules of order.

## **7. BUDGET**

The Board shall, before December 1 in each year, prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the Smoky Lake Public Library, and submit the budget to the CAO.

## **8. LIMITATIONS**

Unless authorized by Council, neither the Board nor any Member shall have the power to pledge the credit of the Town in any manner whatsoever nor shall the Board or any member thereof have the power to authorize any expenditure nor appropriate or expend public monies of the Municipality in any manner whatsoever beyond those expenditures approved in the Library budget.

## **9. AUDITOR**


- (a) The Board's financial accounts and processes will be audited annually by an independent external auditor.
- (b) The results and recommendations of the financial audit will be presented to the Board and forwarded to the Board for approval. Once approved by the Board, the audited financial statements will be submitted to Council and all other authorities as required by law.

**10. GENERAL**

- (a) This Bylaw shall come into force and effect on third and final reading.
- (b) Bylaw #77 and any previous Library bylaws are hereby rescinded.

READ A FIRST TIME THIS 6<sup>TH</sup> DAY OF MAY, 2015

  
Ernest Brousseau  
Mayor

  
Harvey Prockiw  
CAO

READ A SECOND TIME THIS \_\_\_\_ DAY OF MAY, 2015

  
Ernest Brousseau  
Mayor

  
Harvey Prockiw  
CAO

READ A THIRD TIME AND PASSED IN COUNCIL THIS \_\_\_\_ DAY OF MAY, 2015

  
Ernest Brousseau  
Mayor

  
Harvey Prockiw  
CAO