

## 6. making the decision to join a regional library system.

- 15 A municipality, improvement district, special area, Métis settlement or school authority may, in accordance with the regulations, become a member of a library system by complying with the terms of the agreement referred to in section 13, becoming a party to the agreement and receiving the approval of the Minister.

*(The Alberta Libraries Act – 1983 cL-12.1 s21; 1998 c19 s8)*

You can find links to the full text of the Libraries Act and Libraries Regulation on the Alberta Municipal Affairs website:

[www.municipalaffairs.alberta.ca/mc\\_libraries.cfm](http://www.municipalaffairs.alberta.ca/mc_libraries.cfm)

### For more information on the relationship between library boards and councils, please contact:

Alberta Municipal Affairs  
Public Library Services Branch  
803, Standard Life Centre  
10405 Jasper Avenue  
Edmonton, AB T5J 4R7

Phone: 780-427-4871  
Fax: 780-415-8594  
Email: [libraries@gov.ab.ca](mailto:libraries@gov.ab.ca)

### *About Parkland Regional Library*

Parkland Regional Library is a regional system of 50 public and 48 school libraries serving 198,696 residents of central Alberta.

The system provides member libraries with many services, including consulting by professional librarians, computer and IT support, resource sharing and inter-library loans, technical services and acquisitions (including an online catalogue and bulk purchasing services), online resources and electronic content, access to central collections and CNIB material, and transportation of materials.

For more information about Parkland Regional Library and its services, please visit [www.prl.ab.ca](http://www.prl.ab.ca).



# Municipal Council Roles and Responsibilities

*concerning*

## Municipal Library Boards

*in Alberta*



# Roles and Responsibilities of Municipal Councils

**Library boards and municipal councils both play vital but distinct roles in maintaining public library service to the community. Council's role is limited to six important areas:**

## ***1. passing a bylaw for the creation of a municipal library board,***

3(1) The council of a municipality may, by bylaw, establish a municipal library board.

*(The Alberta Libraries Act - RSA 2000 cL-11 s3;2006 c5 s4)*

## ***2. appointing the library board and dismissing board members,***

4(1) A municipal board shall consist of not fewer than 5 and not more than 10 members appointed by council.

(2) A person who is an employee of the municipal board is not eligible to be a member of that board.

(3) Not more than 2 members of council may be members of the municipal board.

(4) A member of the municipal board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member may be reappointed as a member for more than 3 consecutive terms.

(5) Subject to subsection (6), appointments to the municipal board shall be for a term of up to 3 years.

## ***2. (continued)***

(6) When appointments are made in respect of a first municipal board, council shall, as nearly as may be possible, appoint 1/3 of the members for a term of one year, 1/3 of the members for a term of 2 years and the remaining members for a term of 3 years.

(7) Notwithstanding this section, the term of office of a member continues until a member is appointed in that member's place.

*(The Alberta Libraries Act - 1983 cL -- 12.1 s10;1998 c19 s5)*

5(1) The appointments of the members of the municipal board shall be made on the date fixed by council.

(2) Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.

*(The Alberta Libraries Act - 1983 cL -- 12.1 s11)*

## ***3. providing funding for the library board,***

8(1) The municipal 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 municipal library.

(2) The budget and the estimate of money shall be forthwith submitted to the council of the municipality.

(3) Council may approve the estimate under subsection (1) in whole or in part.

*(The Alberta Libraries Act - RSA 2000 cL -- 11 s8;2006 c5 s5)*

## ***4. approving the individual who annually reviews the library board's financial accounts (audit),***

9 The municipal board shall

(a) keep accounts of its receipts, payments, credits and liabilities,

(b) have a person who is not a member of the municipal board and whose qualifications are satisfactory to council review the accounts each calendar year and prepare a financial report in a form satisfactory to council, and

(c) submit the financial report to council immediately after its completion.

*(The Alberta Libraries Act - RSA 2000 cL-11 s9;2006 c5 s6)*

## ***5. ratifying (or vetoing) the bylaws of the library board,***

37(1) A municipal library board, on passing a bylaw under section 36, shall forthwith forward a copy of the bylaw to the council of the municipality.

*(The Alberta Libraries Act - RSA 2000 cL-11 s37;2006 c5 s13)*

38 The council of a municipality may disallow a bylaw passed by a municipal board it has appointed.

*(The Alberta Libraries Act - 1983 cL -- 12.1s42)*

*(continued)*