

TOWN OF OLDS BYLAW NO. 2026-25

BEING A BYLAW OF THE TOWN OF OLDS ESTABLISHING THE OLDS MUNICIPAL LIBRARY BOARD

WHEREAS, pursuant to section 3 of the Libraries Act, RSA 2000, c. L-11 Council may pass a bylaw providing for a municipal library board;

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

NOW THEREFORE, the Council of the Town of Olds, in the Province of Alberta, hereby enacts as follows:

TITLE

1. This Bylaw may be cited as the **"Olds Municipal Library Board Bylaw"**.

DEFINITIONS

2. In this Bylaw:
 - (a) **"Act"** means the Libraries Act, RSA 2000, c. L-11 and amendments thereto.
 - (b) **"Board"** means the Olds Municipal Library Board
 - (c) **"Chief Administrative Office "** or **"CAO"** means the Chief Administrative Officer, as appointed by Council pursuant to section 205 of the Municipal Government Act, RSA 2000, c. M-26;
 - (d) **"Council"** means the Council of the Town of Olds elected pursuant to the *Local Authorities Election Act*, RSA 2000 cL-21 and amendments thereto.

STATEMENT OF TO WHOM AND TO WHAT THE BYLAW APPLIES

3. The Town of Olds Library Board is hereby established as the municipal library board for the Olds Municipal Library pursuant to subsection 3 of the *Act*.
4. In accordance with the *Act*, the Board, subject to any enactment that limits its authority, has full management and control of the Olds Municipal Library and shall, in accordance with the regulations, organize, promote, and maintain comprehensive and efficient library services in the Town of Olds and may cooperate with other boards and libraries in the provision of those services.

GENERAL RULES AND SPECIAL PROVISIONS

STRUCTURE

5.
 - (a) Members of the Board will be appointed in accordance with Council policies and procedures.
 - (b) The Board shall consist of not fewer than 5 and not more than ten (10) members

appointed by Council.

- (c) A minimum of one (1) to a maximum of two (2) representatives of Town of Olds Council may be appointed to be members of the Board at any one time.
- (d) One representative of Mountain View County Council or a County resident will be recommended by Mountain View County and further appointed by Town of Olds Council.
- (e) Factoring the number of Town of Olds Council appointees, between three (3) and eight (8) members at large who can be residents of the Town of Olds or Mountain View County as long as the majority are residents of the Town of Olds.
- (f) A member of the Board is eligible to be reappointed for only two (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 three (3) consecutive terms.
- (g) Subject to subsection (f), appointments to the Board shall be for a term of up to three (3) years.
- (h) Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.

PROCEDURES

- 6. All Committee meetings shall be held in public and conducted in accordance with the Town of Olds Council Procedure Bylaw, except where a meeting or part of a meeting is closed to the public in accordance with the Municipal Government Act or Applicable provisions of provincial legislation governing public meetings.

BUDGET

- 7. The Board shall, before December 1st each year, prepare a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the Olds Municipal Library.
- 8. The budget and the estimate of money shall be submitted to the Council of the municipality.
- 9. Council may approve the estimate under subsection (1) in whole or in part.

AUDITOR

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

Administration & Confidentiality

- 12. Access to Information** All records, communications, notes, and documents created, received, or maintained by Committee members in relation to Committee business are subject to the custody and control of the Town and governed by the Access to Information Act (ATIA). Members shall promptly provide any requested records to the Town's Designated Officer upon request for the purpose of processing access requests.
- 13. Protection of Privacy** Committee members shall collect, use, disclose, and protect personal information strictly in accordance with the Protection of Privacy Act (POPA) and the Town of Olds Privacy Management Program. Confidential or personal information obtained through Committee activities shall not be disclosed, reproduced, or used for any purpose other than authorized Committee duties.

REPEAL

- 14.** Town of Olds Bylaw 2023-17 all amendments thereto are hereby repealed.

REPORT

- 15.** The Board shall submit an Annual Report to the Council.

COMING INTO FORCE

- 16.** This Bylaw shall come into effect upon third and final reading and is duly signed.

READINGS

Read for the first time on the 14 day of September 2026.

Read a second time on the 14 day of September 2026.

Unanimous consent given for third reading given on the 14 day of September 2026.

Read a third and final time on the 14 day of September 2026.

SIGNATURE LINE



Dan Daley,
Mayor



Brent Williams,
Chief Administrative Officer

SIGNED by the Chief Elected Official and the Chief Administrative Officer this 15 day of September 2026.