



RPT 21-205

TITLE: Composition of Prince Albert Municipal Library Board

DATE: April 26, 2021

TO: City Council

PUBLIC: X **INCAMERA:**

RECOMMENDATION:

That the composition of The Prince Albert Public Library Board consist of the Mayor and six members, as appointed by City Council, and in accordance with *The Public Libraries Act, 1996*.

TOPIC & PURPOSE:

The purpose of the report is to clarify and correct the composition of The Prince Albert Public Library Board.

BACKGROUND:

Appointments to various Boards and Committees were approved at the January 11 and 25, 2021 City Council meetings, including appointments to The Prince Albert Public Library Board.

At that time, City Council appointed the following individuals to the Board for the terms as stipulated:

- Mayor G. Dionne – 2022
- Councillor T. Zurakowski – 2022
- Monica Roberts (Member at Large) – 2021
- Tracey Smith (Member at Large) – 2021
- Brent Zbaraschuk (Member at Large) – 2021
- Glenda Casavant (Member at Large) – 2022
- Denise Jones (Member at Large) – 2022
- Amy Webb (Member at Large) - 2022

PROPOSED APPROACH AND RATIONALE:

The Prince Albert Public Library Board has conducted a few meetings since the recent appointments, and unfortunately, one of its members, Monica Roberts, has been unable to attend. The Board and Library administration have attempted to contact Ms. Roberts several times by telephone and email over the last couple months, and is unable to reach her. The City Clerk's Office also tried to contact her through information provided in the application, and was unsuccessful.

In that regard, a motion was made at the April 20, 2021 Public Library Board meeting to dismiss Ms. Roberts as a member of the Board due to missing two (2) successive meetings with no sufficient cause. This allowance is stipulated in Subsection 13(6) of *The Public Libraries Act, 1996*, as noted below:

(6) A member of a municipal library board who is absent from two successive regular meetings of the board without sufficient cause, as determined by the board, ceases to be a member, and the board shall so advise the council.

Therefore, Ms. Roberts is no longer a member of the Library Board.

Section 13(1) of *The Public Libraries Act, 1996*, indicates that the Board shall consist of the Mayor and six (6) **or** eight (8) members, appointed from among the resident electors of the municipality, of whom not more than one (1) may be a member of Council other than the Mayor.

As a result of the legislative wording within *The Act*, and the recent developments of the new appointee, it is recommended to appoint six (6) resident electors, rather than the current seven (7) to the Board at this time. This change will ensure that quorum, which is four (4) members, is achieved at each meeting, and that the Board establishes a group of willing and capable members who engage in active participation on all Library Board matters.

If Council is agreeable to amending the structure from eight (8) members to seven (7), which includes the Mayor, no additional appointments are necessary to be made to the Board. With the recent vacancy, the Board will have seven (7) members: the Mayor, one (1) Councillor and five (5) members at large.

CONSULTATIONS:

In discussions with the Mayor and Board Chair, it was agreed that at this time, the composition of seven (7) members would serve the Board in its mandate and would ensure ongoing progress from the current group of dedicated members.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

The Secretary of the Library Board will be notified of City Council's decision.

If approved, the City's website, including the Board & Committee Listing will be amended to reflect the changes.

POLICY IMPLICATIONS:

City Council's Procedure Bylaw No. 26 of 2014 outlines the process for Council to appoint individuals to various Boards and Committees.

Additionally, Sections 13 to 19 of *The Public Libraries Act, 1996*, outlines various provisions for appointments and the conduct of meeting regarding the municipal library board.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no options to recommendations, financial implications or privacy implications.

STRATEGIC PLAN:

The information contained in the report directly aligns with The City's Strategic Goal of Corporate Sustainability:

"The City recognizes that a well-functioning organization needs to be clear on the roles and functions of Administration and Council, understand the core principles and behaviors of good governance, and commit to continued improvement in governance and organization.

OFFICIAL COMMUNITY PLAN:

Section 4 – Decision Making outlines the following relevant goals:

1. Develop a public engagement strategy to guide the public consultation process and create consistency across the organization.
2. Improve the quality of the City's key stakeholder relationship and increase awareness of City programs and initiatives.

In addition, Section 5, Sustainability outlines the following relevant goal:

1. Embrace a collaborative planning process that involves all stakeholders

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

Written by: Terri Mercier, Corporate Legislative Manager

Approved by: City Clerk & City Manager