



## **BY-LAW NO. 2025-0071**

A By-law to Establish and Define the Structure of the Halton Hills Public Library Board and to Repeal By-laws 2003-0116, 2005-0131, and 2019-0012.

**WHEREAS** the Public Libraries Act, R.S.O. 1990, c. P.44 as amended, provides that a municipality may by By-law establish a Public Library Board;

**AND WHEREAS** it is considered desirable to create a new by-law to establish and define the structure of the Halton Hills Public Library, and repeal By-law 2003-0116, 2005-0131, and 2019-0012

**AND WHEREAS** on August 25, 2025, Council for the Town of Halton Hills approved Report No. LIB-2025-001, dated May 26, 2025, in which recommendations were made relating to Halton Hills Public Library Board By-law Update.

**NOW, THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF HALTON HILLS ENACTS AS FOLLOWS:**

**1. Establishment of the Halton Hills Public Library Board**

1.1. The Halton Hills Public Library Board is hereby established.

**2. Board Composition and Membership**

- 2.1. The Halton Hills Public Library Board shall consist of no fewer than five (5) and no more than eleven (11) members, as appointed by Council in accordance with the Public Libraries Act, R.S.O. 1990, c. P.44.
- 2.2. The Board shall be composed of up to nine (9) individuals chosen from among the public at large and two (2) individuals who are members of Council.
- 2.3. Citizen appointees must meet the eligibility criteria outlined in the Public Libraries Act, R.S.O. 1990, c. P.44.

**3. Board Diversity and Representation**

3.1. Council shall attempt to balance the citizen appointments to the Board to reflect the Town's diversity and the identified needs of the Board.

**4. Term of Office**

4.1. The term of office for Board members shall be concurrent with the term of Council and shall remain in place until the new Council appoints their successors.

**5. Reappointment**

- 5.1. Citizen appointees must reapply for each municipal term for consideration by the appointing Council.
- 5.2. When citizen members are appointed for successive terms, the Library Board recommends a maximum of two consecutive terms to support

succession planning. After a break of at least four years, qualified individuals may reapply and be considered for reappointment.

- 5.3. Exceptions to the recommended limit may be made in cases where the applicant pool is limited or where continuity of specific expertise is needed.

**6. First Appointment of Board Members**

- 6.1. The first appointment of new members to the Halton Hills Public Library Board at the start of each new Council term shall be made at the first regular meeting of Council or within 60 days of that meeting, in accordance with the Public Libraries Act, R.S.O. 1990, c. P.44.

**7. Responsibilities of the Library Board**

- 7.1. The Halton Hills Public Library Board shall have the management, control, and charge of the Halton Hills Public Library, and all responsibility given to it by the Public Libraries Act, R.S.O. 1990, c. P.44.

**8. Repeal of Previous By-laws**

- 8.1. By-law numbers 2003-0116, 2005-0131, and 2019-0012 are hereby repealed.

**9. Conflict with the Public Libraries Act**

- 9.1. In the event of a conflict between the provisions of this By-law and the Public Libraries Act, R.S.O. 1990, chapter P.44 and its revisions, the provisions of the Act shall prevail.

**10. Enactment**

- 10.1. This By-law shall come into effect upon the date of its passing and enactment.

**BY-LAW** read and passed by the Council for the Town of Halton Hills this 25th day of August, 2025.

\_\_\_\_\_  
MAYOR – ANN LAWLOR

\_\_\_\_\_  
TOWN CLERK – VALERIE PETRYNIAK