

Toronto Public Library Board

Meeting No. 7: Monday, September 23, 2019, from 6:00 p.m. to 9:10 p.m.

S. Walter Stewart Branch, Auditorium, 170 Memorial Park Avenue, Toronto

Members Present:

Ms. Sue Graham-Nutter (Chair)

Mr. Jonathan Hoss (Vice Chair)

Councillor Paul Ainslie

Mr. Fenton Jagdeo

Ms. Jennifer Liu

Councillor Gord Perks

Ms. Andrea Geddes Poole

Mr. Alim Remtulla

Regrets:

None

19-140 Call to Order

Sue Graham-Nutter called the meeting to order at 6:00 pm.

Ms. Graham-Nutter gratefully acknowledged that the S. Walter Stewart branch is on Indigenous land. She indicated this is the traditional territory of the Haudenosaunee Confederacy (also known as the Six Nations Confederacy), the Wendat, and the Mississaugas of the Credit First Nation. Toronto Public Library gratefully acknowledges these Indigenous nations for their guardianship of this land. Ms. Graham-Nutter reminded and reaffirmed as Torontonians and Canadians, accountability to these Indigenous nations, and to all Indigenous peoples and communities living in Toronto.

Ms. Graham-Nutter further indicated that this land is also part of the Dish with One Spoon territory, that includes a treaty between the Haudenosaunee Confederacy, the Anishinaabek and allied nations, to peaceably share and care for this land, its waters, and all of the biodiversity in the Great Lakes region. All those who come to live and work here are responsible for honouring this treaty in the spirit of peace, friendship, and respect.

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Call to Order – continued

Vickery Bowles introduced to Board members, Angela Copeland, Director, Digital Strategy & CIO and Alyssa van Graft, Director, Transformational Projects, both recently hired at the Library.

Moe Hosseini-Ara, Director, Branch Operations & Customer Experience introduced Pam Saliba, Area Manager, Don Mills/Pape-Danforth/S. Walter Stewart Area. Ms. Saliba provided a presentation regarding the history of the S. Walter Stewart branch, including information concerning the programs and services in the branch and its engagement with the community.

Ms. Saliba introduced David Finkelstein, Principal, Cosburn Middle School; Natalie Bazouzi, Isadora Barac, and Gina Tasciotti, members of S. Walter Stewart branch's Youth Advisory Group, in attendance to provide personal perspectives regarding the branch.

David Finkelstein outlined his appreciation for the partnership between the school and the branch that provides exceptional support to students.

Natalie Bazouzi noted the opportunities she has experienced in her participation on the Youth Advisory Group to connect with other youth in the community.

Isadora Barac expressed appreciation for the friends she has made in the Youth Advisory Group and for the potential for future opportunities as a result of her experience.

Gina Tasciotti spoke regarding the opportunities she has had as a Youth Advisory Group member to ask questions of professionals. She noted she has recommended participation in the group to other youth.

Sue Graham-Nutter thanked the presenters for sharing their experiences and providing insight for Library Board members.

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19-141 Election of Vice Chair of the Board

Sue Graham-Nutter called for nominations for the Vice Chair of the Toronto Public Library Board.

Moved by A. Remtulla, seconded by A. Geddes Poole:

That:

1. *Jonathan Hoss be nominated for Vice Chair.*

Carried

Mr. Hoss agreed to stand for election.

There being no further nominations, it was:

Moved by J. Liu, seconded by Councillor Ainslie:

That:

1. *nominations be closed.*

Carried

Sue Graham-Nutter declared Jonathan Hoss duly elected Vice Chair of the Toronto Public Library Board by acclamation.

19-142 Declarations of Conflicts of Interest

There were no Declarations of Conflicts of Interest by members of the Library Board.

19-143 Approval of Agenda

Moved by J. Hoss, seconded by A. Remtulla:

That the Toronto Public Library Board:

1. *approves the agenda.*

Carried

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19-144 Confirmation of June 17, 2019 Toronto Public Library Board Meeting Minutes

Moved by A. Remtulla, seconded by J. Liu:

That the Toronto Public Library Board:

1. *confirms the minutes of the June 17, 2019 Toronto Public Library Board meeting.*

Carried

19-145 Confirmation of June 17, 2019 Toronto Public Library Board Closed Meeting Minutes

Moved by F. Jagdeo, seconded by J. Hoss:

That the Toronto Public Library Board:

1. *confirms the minutes of the June 17, 2019 Toronto Public Library Board Closed meeting.*

Carried

19-146 Approval of Consent Agenda Items

Moved by F. Jagdeo, seconded by A. Geddes Poole:

That the Toronto Public Library Board:

1. *approves the consent agenda and all other items not held on consent.*

Carried

19-147 Business Arising from the Minutes

There were no *Business Arising from the Minutes* items at the September 23, 2019 meeting.

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19-148 City Librarian's Report (*Received for Information by Consent*)*That the Toronto Public Library Board:*

1. receives the City Librarian's Report for information.

Carried**19-149 Communications*****Moved by*** Councillor Ainslie, ***seconded by*** A. Remtulla:*That the Toronto Public Library Board:*

1. receives Communication (a) from Sue Graham-Nutter, Chair, Toronto Public Library Board to the Honourable Lisa MacLeod, Minister, Tourism, Culture and Sport dated August 14, 2019 welcoming her to the position of Minister of Tourism, Culture and Sport, for information; and
2. receives Communication (b) from Ian Strang received on September 5, 2019 regarding the Toronto Public Library website, for consideration and response, in the September 23, 2019 Closed Meeting of the Board as the subject matter being considered involves the security of the property of the board (see Agenda Item No. 27).

Carried**Presentations****19-150** There were no public presentations at the September 23, 2019 meeting.***Items for Approval:*****Strategic Planning Steering Committee****19-151 a. Approved Minutes of the May 31, 2019 Strategic Planning Steering Committee Meeting*****Moved by*** F. Jagdeo, ***seconded by*** J. Hoss:*That the Toronto Public Library Board:*

1. receives the *Approved Minutes of the May 31, 2019 Strategic Planning Steering Committee meeting* for information.

Carried

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Strategic Planning Steering Committee – continued**19-152 b. Strategic Plan 2020-2024: Phase 2 Consultation Update and Draft Priority Areas**

Jonathan Hoss, Acting Committee Chair, Strategic Planning Steering Committee, outlined highlights from the September 3, 2019 Committee meeting that included an update on the consultation process and discussions regarding the draft priority areas. Next steps are to finalize the plan, which will include draft priority areas, outcomes, key performance indicators and sample activities. A final plan will be presented to the Library Board in November for approval.

Moved by A. Remtulla, seconded by F. Jagdeo:

That the Toronto Public Library Board:

1. *approves the draft priority areas and outcomes for the Strategic Plan 2020-2024 as outlined in the report; and*
2. *directs staff to prepare a final draft of the strategic plan with sample activities and key performance indicators.*

Carried

19-153 2020 Operating Budget Submission

Larry Hughsam, Director, Finance and Treasurer, provided the Board with the details of the Library's 2020 base operating budget submission to the City of a 1.9% increase, excluding salary COLA, and budget enhancement requests of 3.4%, for a total increase of 5.4% over 2019.

Staff was directed to provide previous budget year comparisons as part of budget submissions.

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1. *approves the 2020 operating base budget submission of \$191.759 million net (\$212.399 million gross), which represents a \$3.666 million net (\$5.084 million gross) increase, or 1.9%, over the 2019 operating budget; and*
2. *approves 2020 budget enhancements totalling \$6.445 million net and gross comprised of phase 1 and 2 of the Open Hours Plan totalling \$5.125 million net and gross, including 97.1 FTEs, two additional Youth Hub locations totalling \$0.461 million net and gross, including 4.0 FTEs, Seniors Strategy Digital Literacy Program totalling \$0.378 million net and gross, including 4.0 FTEs, Community Librarians totalling \$0.223 million net and gross, including 4.0 FTEs, seasonal Sunday service at eight Neighbourhood branches totalling \$0.208 million net and gross and Digital Safety and Literacy Programming totalling \$0.050 million net and gross, including 1.0 FTE.*

Carried**19-154 2020-2029 Capital Budget and Plan Submission**

Howard Balter, Manager, Budget & Financial Reporting, provided the Board with the details of the Library's 2020-2029 capital budget and plan submission to the City.

Moved by A. Geddes Poole, seconded by J. Hoss:***That the Toronto Public Library Board:***

1. *approves the 2020-2029 capital budget and plan submission (including 2019 carry forwards of \$19.559 million debt (\$45.011 million gross) for 2020 and \$307.577 million debt (\$532.795 million gross) over 2020-2029, comprised of:*
 - 1.1 *28 projects, as detailed in Attachment 1, totalling \$19.559 million debt (\$43.802 million gross) in 2020 and \$277.055 million debt (\$432.960 million gross) over 2020-2029, which reflects TPL's Capacity to Spend Capital Budget and Plan; and*

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2020-2029 Capital Budget and Plan Submission – continued

- 1.2 *four projects, as detailed in Attachment 2, totalling \$0 debt (\$1.209 million gross) in 2020 and \$30.522 million debt (\$99.835 million gross) over 2020-2029 that reflects TPL's Capital Needs Constraints.*

Carried**19-155 Security Guard Service – Increase to the Value of the Contract and Purchase Order*****Moved by Councillor Ainslie, seconded by F. Jagdeo:******That the Toronto Public Library Board:***

1. *approves an increase to the purchase order commitment for security guard services to Garda World for an amount of \$2.231 million, excluding Harmonized Sales Tax (HST), which includes \$1.543 million for the contract for stationed guards and mobile coverage and \$0.688 million for ad-hoc security coverage comprised of:*
- a. *increases in the value of the current three-year contract with Garda World for stationed guards and mobile service by:*
 - i. *\$0.290 million for a total of \$2.454 million for the period September 1, 2018 to August 31, 2019;*
 - ii. *\$0.300 million for a total of \$2.560 million for the period September 1, 2019 to August 31, 2020;*
 - iii. *\$0.311 million for a total of \$2.659 million for the period September 1, 2020 to August 31, 2021; and*
 - b. *increases in the value of the two optional one-year renewals with Garda World for stationed guards and mobile service by:*
 - i. *\$0.318 million for a total of \$2.712 million for the period September 1, 2021 to August 31, 2022;*
 - ii. *\$0.324 million for a total of \$2.766 million for the period September 1, 2022 to August 31, 2023; and*
 - c. *Increases in the value of the purchase order with Garda World for ad-hoc security coverage by:*
 - i. *\$0.288 million for the period September 1, 2018 to August 31, 2019;*
 - ii. *\$0.100 million per year for each of the remaining 4 years of the contract, including the two optional years.*

Carried

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19-156 Jack Rabinovitch Reading Room – Toronto Reference Library – Award of Tender (Approved by Consent)*That the Toronto Public Library Board:*

1. *approves a commitment with BDA Inc. to construct the new Jack Rabinovitch Reading Room on the fourth floor at the Toronto Reference Library with a total value of \$634,700, excluding Harmonized Sales Tax (HST), comprised of:*
 - a. *an award of construction tender, being the lowest bid, at a cost of \$577,000; and*
 - b. *a contingency of \$57,700.*

Carried**19-157 Albert Campbell Branch – Award of Tender (Approved by Consent)***That the Toronto Public Library Board:*

1. *approves a commitment with Pre Eng Contracting Ltd. for the renovation of the Albert Campbell branch, with a total value of \$17,237,000, excluding Harmonized Sales Tax (HST), comprised of:*
 - a. *an award of construction tender, being the lowest bid, at a cost of \$15,670,000; and*
 - b. *a contingency of \$1,567,000.*

Carried**19-158 North York Central Library – Award of Tender (Approved by Consent)***That the Toronto Public Library Board:*

1. *approves a commitment with ROSSCLAIR Contracting Ltd. for Phase 2 of the renovation of North York Central Library, with a total value of \$7,469,000, excluding Harmonized Sales Tax (HST), comprised of:*
 - a. *an award of construction tender, being the lowest bidder, at a cost of \$6,790,000; and*
 - b. *a contingency of \$679,000.*

Carried

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19-159 Downsview Branch – Closure for Minor Renovation (*Approved by Consent*)

That the Toronto Public Library Board:

1. *approves the closure of the Downsview branch for approximately two months.*

Carried

Item for Information:

19-160 2019 Strategic Work Plan Update

Moved by J. Liu, seconded by Councillor Perks:

That the Toronto Public Library Board:

1. *receives the 2019 Strategic Work Plan Update report for information.*

Carried

19-161 Operating Budget Monitoring Report – June 30, 2019 (*Received for Information by Consent*)

That the Toronto Public Library Board:

1. *receives the Operating Budget Monitoring Report – June 30, 2019 for information.*

Carried

19-162 Capital Budget Monitoring Report – June 30, 2019 (*Received for Information by Consent*)

That the Toronto Public Library Board:

1. *receives the Capital Budget Monitoring Report – June 30, 2019 for information.*

Carried

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19-163 Extended Authority – York Woods Branch – Award of Tender (Received for Information by Consent)*That the Toronto Public Library Board:*

1. receives the Extended Authority – York Woods Branch – Award of Tender report for information.

Carried**19-164 Board Resolutions – Status Report (Received for Information by Consent)***That the Toronto Public Library Board:*

1. receives the Board Resolutions – Status Report for information.

Carried**19-165 Closed Meeting**

At 7:30 p.m., it was:

Moved by Councillor Ainslie, **seconded by** J. Liu:*That the Toronto Public Library Board:*

1. conducts a Closed meeting as the subject matters being considered (Collective Bargaining – 2019-2020, Internal Investigation and Toronto Public Library Website) involve labour relations or employee negotiations and the security of the property of the board.

Carried

At 9:05 p.m. the Board resumed its meeting in public.

18-166 Motion to Extend the Meeting**Moved by** Councillor Ainslie, **seconded by** A. Remtulla:*That the Toronto Public Library Board:*

1. extends the meeting until the completion of the agenda.

Carried

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Adoption of Closed Meeting Action:

19-167 Collective Bargaining – 2019-2020

Moved by J. Liu, seconded by Councillor Ainslie:

That the Toronto Public Library Board:

1. *receives the confidential verbal report from staff for information;*

Recorded Vote Requested:

Yes – 8 Councillor Ainslie, Sue Graham-Nutter, Jonathan Hoss, Fenton Jagdeo, Jennifer Liu, Councillor Perks, Andrea Geddes Poole and Alim Remtulla. No – 0
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Carried

2. *approves the recommendations in Confidential Attachment 1; and*

Recorded Vote Requested:

Yes – 6 Councillor Ainslie, Sue Graham-Nutter, Jonathan Hoss, Jennifer Liu, Andrea Geddes Poole and Alim Remtulla. No – 2 Fenton Jagdeo and Councillor Perks
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Carried

3. *approves the recommendations and information in Confidential Attachment 1 will not be made public, as it involves labour relations or employee negotiations.*

Recorded Vote Requested:

Yes – 8 Councillor Ainslie, Sue Graham-Nutter, Jonathan Hoss, Fenton Jagdeo, Jennifer Liu, Councillor Perks, Andrea Geddes Poole and Alim Remtulla. No – 0
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Carried

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Adoption of Closed Meeting Action:**19-168 Internal Investigation***Moved by Councillor Perks, seconded by F. Jagdeo:**That the Toronto Public Library Board:*

1. *receives the Internal Investigation confidential verbal report for information; and*
2. *approves the information provided in the confidential verbal report will not be made public, as it involves the security of the property of the board.*

Carried**Adoption of Closed Meeting Action:****19-169 Toronto Public Library Website***Moved by Councillor Perks, seconded by A. Remtulla:**That the Toronto Public Library Board:*

1. *receives Communication (b) from Ian Strang received on September 5, 2019 regarding the Toronto Public Library Website for information; and*
2. *approves the information provided in Communication (b) will not be made public, as it involves the security of the property of the board.*

Carried**19-170 Adjournment***Moved by Councillor Perks, seconded by A. Geddes Poole:**That the Toronto Public Library Board:*

1. *adjourns the September 23, 2019 Toronto Public Library Board meeting.*

Carried

The meeting ended at 9:10 p.m.

Signed: _____