

AGENDA 1.0

MARKHAM PUBLIC LIBRARY BOARD

REGULAR MEETING

Notice of meeting to be held on Monday, March 28, 2022 7:00 p.m., Virtual Meeting

AGENDA

1.0 **Call to order/Approval of agenda**

1.1 Declaration of conflict of pecuniary interest

1.2 Delegation (none)

1.3 Chair's Remarks

2.0 **Approval of Minutes:**

2.1 Library Board Minutes January 24, 2022

2.2 **Consent Agenda:**

All items listed under the Consent Agenda are considered to be routine and are recommended for approval by the Chair. They may be enacted in one motion or any item may be discussed if a member so requests

2.3 Declaration of Due Diligence by the CEO

2.4 Communication and Correspondence:

2.4.1 Bloomberg CityLab: As Entrepreneurship Grows, Public Libraries Fill the Gap

https://www.bloomberg.com/news/articles/2022-01-28/libraries-expand-resources-to-support-diverse-entrepreneurs?mc_cid=81026e52eb&mc_eid=5e682bfe8e

2.4.2 thestar.com: The province wants to 'double the density' at two York Region transit-oriented stations. That has locals fuming.

2.4.3 thestar.com: Municipal staff in York Region told to sign nondisclosure agreements over Premier Ford's subway plans

2.4.4 CEO E-mail to MPL Staff Re: Alick Siu, Former Chair Library Board

2.4.5 Councillor Ward 3 Reid McAlpine February newsletter: Tribute to Alick Siu

<https://mailchi.mp/f01bc97dec6d/ward-3-unionville-newsletter-march-2022>

2.4.6 rocketcitynow.com:reading-link-better-health

<https://www.rocketcitynow.com/article/life/wellness/reading-link-better-health-library-north-alabama-memory-stress/525-16b86b79-dca4-47da-a070-0adfe635b89f>

3.0 **CEO's Highlights, March 2022**

4.0 **Annual Policy Review**

(To be undertaken at the January meeting)

5.0 **Internal Monitoring Reports:**

(Compliance list of internal monitoring reports and discussion led by members)

5.1 Executive Limitation: EL-2d Financial Condition (J.Xie/M.Sawh)

5.2 Executive Limitation: EL-2g Emergency Executive Succession (B.Hendriks /A. Cecchetto)

5.3 Executive Limitation: EL-2j Communication & Counsel to the Board (E. Choi /D. Walker)

AGENDA 1.0

6.0 **Ends**

7.0 **Governance:**

- 7.1 OLBA Update (B. Hendriks)
- 7.2 Letters of Appreciation Recommendation
- 7.3 Removal of Proof of Vaccine Mandate

8.0 **Ownership Linkage:**

- 8.1 Input from Board Members

9.0 **Board Advocacy:**

- 9.1 April 2022 Library Programs (D. Macklin)

10.0 **Education:**

- 10.1 Diversity, Equity and Inclusion at MPL Presentation (A. Cecchetto)
- 10.2 Markham Centre Update (D. Walker)

11.0 **Incidental Information**

12.0 **New Business**

13.0 **Board Evaluation:**

- 13.1 Questionnaire Results: The Board and the CEO
- 13.2 Questionnaire: Feedback to the Chair

14.0 **In Camera Agenda:**

To discuss a confidential personnel matter

15.0 **Adjournment**

NEXT MEETING: **Monday, April 25, 2022, 7:00 p.m.**
 Virtual Meeting

AGENDA 2.2

TO: Markham Public Library Board

FROM: Catherine Biss, CEO& Secretary-Treasurer

PREPARED BY: Susan Price, Board Secretary

DATE OF MEETING: March 28, 2022

SUBJECT: **CONSENT AGENDA**

RECOMMENDATION:

That the Consent Agenda comprising of Agenda 2.2 to 2.4 6 and the same are hereby approved as written and the CEO of the Library is hereby authorized and directed to take such action that may be necessary to give effect to the recommendations as therein contained:

2.2 CONSENT AGENDA:

2.3 Declaration of Due Diligence by the CEO

2.4 Communication and Correspondence:

- 2.4.1 Bloomberg CityLab: As Entrepreneurship Grows, Public Libraries Fill the Gap
https://www.bloomberg.com/news/articles/2022-01-28/libraries-expand-resources-to-support-diverse-entrepreneurs?mc_cid=81026e52eb&mc_eid=5e682bfe8e
- 2.4.2 thestar.com: The province wants to 'double the density' at two York Region transit-oriented stations. That has locals fuming.
- 2.4.3 thestar.com: Municipal staff in York Region told to sign nondisclosure agreements over Premier Ford's subway plans
- 2.4.4 CEO E-mail to MPL Staff Re: Alick Siu, Former Chair Library Board
- 2.4.5 Councillor Ward 3 Reid McAlpine February newsletter: Tribute to Alick Siu
<https://mailchi.mp/f01bc97dec6d/ward-3-unionville-newsletter-march-2022>
- 2.4.6 rocketcitynow.com:reading-link-better-health
<https://www.rocketcitynow.com/article/life/wellness/reading-link-better-health-library-north-alabama-memory-stress/525-16b86b79-dca4-47da-a070-0adfe635b89f>



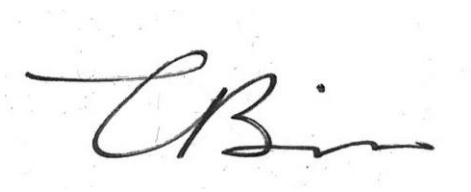
Catherine Biss
CEO & Secretary-Treasurer

MARKHAM PUBLIC LIBRARY BOARD

DECLARATION OF DUE DILIGENCE BY THE CEO

I, Catherine Biss, Chief Executive Officer of the Markham Public Library Board (the “Board”), hereby declare that to the best of my knowledge and belief, Markham Public Library is in compliance with the following from January 19,2022 to March 22,2022.

- 1) All wages owing have been paid to all employees of the Board;
- 2) All payroll remittances, consisting of income tax, CPP, EI premiums and Employers Health Tax relating to employee remuneration have been appropriately calculated and withheld, and promptly remitted;
- 3) All the Harmonized Sales Taxes owing have been appropriately calculated based on the Board’s current operating procedures and promptly remitted on a quarterly basis;
- 4) All federal and provincial regulatory filings have been made;
- 5) The Board has been informed of any complaints of harassment, including sexual harassment, involving a staff person;
- 6) The Board has been informed of any contraventions of the Occupational Health and Safety Act;
- 7) Other than as previously disclosed to the Board, there are no actual, threatened or potential claims against the Board or its Directors.



Catherine Biss, CEO & Secretary-Treasurer

March 22, 2022
Date

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GTA

The province wants to ‘double the density’ at two York Region transit-oriented stations. That has locals fuming

The extra density comes at the expense of space for employment and community amenities, leading area municipalities to push back on the plan.

By **Donovan Vincent** Housing Reporter

Sun., Feb. 20, 2022 |  9 min. read

[JOIN THE CONVERSATION \(28 \)](#)

The large sites in York Region where the province wants to build two massive transit hubs are situated close to the busy Yonge Street spine near Highway 7, an area featuring big box stores, restaurants, a sprawling parking lot and a wide-open field dotted with small businesses and industrial units available for lease.

Ontario Premier Doug Ford intends to build transit-oriented communities here, one in Richmond Hill, the other nearby in Markham and that’s causing a storm of controversy.

The proposals, part of the Yonge North Subway Extension project, are facing fierce local opposition over the province’s bid to have more than twice the number of future residents in the area and far fewer jobs than the two municipalities planned for.

“Holy cow. They (the province) have doubled the density and cut the employment. They want to build a ton of condos here,” says local Richmond Hill resident Graham Churchill, a retired computer systems executive who has been watching development plans for the area closely for a decade.

The province envisions 60 highrise towers for the two transit-oriented communities, several rising as tall as 80 storeys.

The city of Markham has written a letter to Ford saying it rejects the province’s proposal for a transit-oriented community in that municipality and that the plan should be “immediately withdrawn.”

Transit-oriented communities (TOCs) are mixed-use locations that include residential and commercial buildings, parks, community centres and more. The province has plans to build them around new transit and subway nodes, including train stops on the future Ontario Line in Toronto.

The idea is to have complete, walkable communities where, as much as possible, residents can live, work, eat and play all in one location and get around without having to rely on a car.

“A place where people will wake up in the morning, take an elevator down, perhaps drop their off child at daycare, access a (transit) station, go to work, come back home on transit, and pick up something at the local grocery store for dinner. That is the dream of the TOC concept,” Ontario Infrastructure Minister Kinga Surma said in a recent interview with the Star about the York Region hubs.

However, the local municipalities say the province’s proposal doesn’t meet that objective because it proposes twice the residential space, nearly 9,000 fewer jobs and **less space reserved for a park and library than they planned locally.**

The municipalities want the government to rethink its proposals so that a “complete, vibrant and sustainable community” is created.

Because these transit-oriented community projects are considered a high priority by the province, the government has the power to expropriate land on which to build them and even use Ministerial Zoning Orders (MZOs) to override decisions of local councils.

The province has said they may resort to an MZO to get the two stops in York Region approved. MZOs can't be appealed.

The two stops — one to be named Bridge Station, a planned hub on a 62-acre area in Markham; the other called High Tech, slated for 50-acres in Richmond Hill — are two halves of one large future growth centre.

The two, nearly adjacent properties are east of Yonge Street, the Bridge Station site located south of highways 407 and 7, and High Tech situated north.

The stations would be part of the estimated \$5.6-billion capital costs for the yet-to-be built Yonge North Subway Extension, an eight-kilometre line that would begin at the TTC's Finch Station and run north of Toronto's Steeles Avenue border. The project would be built by Infrastructure Ontario and Metrolinx.

The province says the region needs the hubs in the face of an anticipated boom in population growth in York Region in the coming years.

There's a housing supply and affordability challenges in Toronto and York Region, Michael Fedchyshyn, a senior vice-president with Infrastructure Ontario, recently told a virtual open house in December held to explain the hub projects to local residents.

"We need to increase (housing) supply," Fedchyshyn told the meeting, adding by the time the station is completed (the province says that could be about seven to 10 years from now) Ontario will have a shortage of "one million housing units."

But local residents, along with municipal leaders and staff in the region are taking issue with how the province's subway station proposals diverge from local secondary plans, urban design planning documents developed after significant input from residents.

Though the local plans cover larger areas than those proposed by the province for the hubs, the Richmond Hill Centre Secondary Plan and Markham's Langstaff Gateway Secondary Plan call for 40,000 residents and 33,700 jobs in the area once the communities are built out.

That's compared to the province's hubs plans which envision 80,400 residents and 24,900 jobs.

The proposed heights for buildings in the province's proposals top out at 80 storeys. The highest envisioned in Richmond Hill's secondary plan is 70 storeys, while Markham's plan caps buildings at 50.

The parcels eyed for the hubs are primarily owned by Metrus Properties and Condor Properties.

Condor is a privately owned Vaughan real estate development firm related to the Con-Drain group of companies operated by the wealthy De Gasperis family.

Con-Drain is a major infrastructure construction firm based in Concord, Ont., whose president and CEO is Jim De Gasperis.

Robert De Gasperis is president of Metrus, a development and property management firm that is a sister company of Con-Drain. He's also one of the owners of valuable land the province intends to turn into a transit-oriented community at Queen and Spadina on the future Ontario Line in Toronto.

The Star reached out by email and left telephone messages with Metrus, Con-Drain and Condor for comment about the York Region hubs, but did not receive a reply.

Matti Siemiatycki, a professor in geography and planning at the University of Toronto says the conflict in York Region is similar to what's happening or will take place in the future with planned transit-oriented hubs in Toronto and other parts of the 905.

"What you're seeing in York Region, (similar to the planned First Parliament and East Harbour Ontario Line hubs in Toronto) is this tension playing out with the province. The language is transit-oriented communities, but what they (the province) are really focused on is development and density," Siemiatycki says.

"The provincial government is intent on maximizing land value in order to pay for very expensive infrastructure being developed and getting as many units built as possible because we're in a housing crisis," the professor went on to say.

Siemiatycki added he thinks the impulse to get housing built quickly is right, "but the key is thinking about the communities aspect of this as well, and recognizing that you need a diversity of unit sizes and unit types and spaces and community amenities that are going to encourage families to live at higher density, to encourage seniors to want to live at higher density."

The York Region case is also interesting because "this is the voter base for this government. This government gets elected in the 905 region. That's where elections are won and lost in this province ... It will be interesting as (the province) pushes for this degree of intensification and how that plays out politically as well as a planning issue," the professor said, adding there are TOCs slated for other parts of the 905 including Mississauga and Brampton.

Graham Churchill, the Richmond Hill resident, says he doesn't oppose growth, just growth that in his view doesn't make sense.

Why, he asks, is the province envisioning so many fewer jobs for the two hubs than the local municipalities are planning for?

"Because developers would rather build condos, because they're more profitable," Churchill theorizes.

During the Star's interview with Surma the infrastructure minister was asked whether the increased densities at the two sites were a way for the government to please developers.

During the Star's interview with Surma the infrastructure minister was asked whether the increased densities at the two sites were a way for the government to please developers.

"This government is always a leader in expanding transit in Toronto, GTA and Ontario. We work hard to secure partnerships with Toronto and York Region and federal dollars to build these projects ... we have one vision. One transit plan we are all working towards," the minister said.

The densities were arrived at, Surma went on to say, as a result of memorandums of understanding (MOUs) established with Toronto and York Region that "outline the guiding principles to build complete communities and offset the costs of transit construction."

She added her government's proposals for the sites are "reflective" of the local secondary plans.

But last month, the city of Markham passed a resolution telling the province it doesn't support the proposal for the Bridge Station hub due to the "imbalance" of residential and employment targets.

The city wants the province's hubs to better align with Markham's secondary plan, so that a "complete, vibrant and sustainable community" is created.

Among other asks, Markham wants 15 acres of park space to be built in an early phase of the Bridge hub construction. But a private firm's planning report for the landowner calls for 12 acres by the end of construction.

The city wants 72,000 square feet set aside for a new library and community centre. The planning report for the developer calls for far less space — 32,300 square feet for those services.

The city is demanding that the Bridge hub development meet the 35 per cent target for affordable housing, including purpose-built rentals, a target set out in the Markham secondary plan.

Infrastructure Ontario says affordable housing at the hub is "a conversation that's underway," but can't say at this time how many such units there will be or rental costs. Affordable units are a "shared priority" of governments involved with the project, the ministry says.

Markham has requested a 90-day extension for the city, Richmond Hill and York Region for more time to work through the "complicated details" of the two hub proposals.

Representatives for the regional municipality say a key concern is that the balance between residential and permanent jobs in the province's proposal is weighted too much in favour of residential units.

"Rather than the concern for the number of towers, we are looking more to the overall scale and density of the proposed development," Paul Freeman, chief planner for York Region, told the Star.

"TOC areas should definitely be dense, but this high level of density will have to be livable as well and not be a predominantly residential area. A balance is needed to create a destination," Freeman says.

"This (proposal) is weighted much more to residential," he says.

"The main concern is you end up getting more of an origin place for trips, rather than a destination. What we want to do is make sure we get a destination for this place as a centre," Freeman says.

Freeman wrote a letter to the provincial transportation and infrastructure ministries saying "key areas of concern remain" including the densities and magnitude of population growth in the province's proposal, the importance of a "more appropriate mix" of residential and non-residential uses and the provision of adequate spaces for libraries and community centres.

Jack Heath, regional councillor for Markham, says the province's TOC proposals for the area are "predicated" on everyone taking the subway, but he believes that won't happen.

"Probably 40 per cent (of residents) will be driving to work. They're going down Yonge or Bayview, but there's no room on Yonge or Bayview for any more cars," he says.

In a statement to the Star, York Regional chairman Wayne Emmerson said the concern for densities relates to the "preparation of infrastructure needed to ensure the quality" of the transit-oriented communities live up to what the region anticipates and has planned for.

He went on to say that, "York Region will continue to work closely with the province and is committed to seeing through the completion of the TOCs."

With files from Ben Spurr



Donovan Vincent is a housing reporter based in Toronto. Follow him on Twitter: [@donovanvincent](https://twitter.com/donovanvincent)

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GTA

Municipal staff in York Region told to sign nondisclosure agreements over Premier Doug Ford's subway plans

Infrastructure Ontario says NDAs are 'standard procedure' for big projects. A longtime councillor calls them 'against the very essence of municipal government.'

By **Donovan Vincent** Housing Reporter

Sun., Feb. 20, 2022 |  3 min. read

[JOIN THE CONVERSATION \(16 \)](#)

When the province of Ontario shared information with senior staff in York Region about controversial plans to build transit-oriented communities in Richmond Hill and Markham, those employees had to sign nondisclosure agreements.

And it wasn't until months later that the people those staffers answer to, that politicians at the local and regional government level, would learn of those details, including the province's plans to more than double the population surrounding those station stops, and significantly reduce employment targets.

According to a letter from Paul Freeman, chief planner for York Region, the province provided information to senior staff with York Region and its local municipalities Markham, Richmond Hill and Vaughan on July 28 and Aug. 5 last year regarding proposals for two future transit hubs in the area.

The province wants to build mixed-use transit hubs, complete with condos, commercial units, community centres, parks, **libraries** and more that would centre on future subway stops in Markham (Bridge Station) and Richmond Hill (High Tech).

Premier Doug Ford's government has plans to more than double the population in the Bridge and High Tech communities and significantly reduce the number of jobs, plans that diverge considerably from those of the local municipalities of Richmond Hill and Markham — which has some local politicians and residents very upset.

Under the nondisclosure agreement, details about the province's goals were delivered to senior municipal staff members in order to begin technical reviews and provide comments back to the province, Freeman's letter goes on to say.

"There are concerns around confidentiality of the submissions, limiting staff's ability to notify and brief municipal councils on planned developments," reads Freeman's note, written to an executive committee co-chaired by Ontario's deputy transport minister and the CAO for York Region and which oversees issues pertaining to the Yonge North Subway Extension.

It wasn't until the province held open houses months later in December that those details about the proposals and the calls for increased densities were revealed to local councils and the public.

"With regard to the signing of NDAs, this is a standard practice for large infrastructure projects," Infrastructure Ontario spokesperson Ian McConachie said in a statement to the Star.

But Jack Heath, a regional councillor in Markham who has been in local and later regional government in York since 1997, says this is the first he's ever heard of municipal staff signing agreements preventing them from discussing important business with their councillors.

“It’s an extremely difficult situation. In my view, staff should never have been asked to sign such a declaration, because staff are responsible to elected officials,” Heath said in an interview.

“That really tore them (staff) in two directions. The request in my view was against the very essence of municipal government and how it’s to operate. They (the province) could have, if they wanted, gone to the city of Markham council and asked for us to go in-camera and left it as an in-camera matter. We have done that in the past,” Heath said.

“To say you’re an employee of the city of Markham, but not allowed to talk to the councillors ... I found it very upsetting and I really wish it hadn’t happened. I don’t point the finger at staff,” he said.

“They (the province) must have thought the councillors would leak the information,” Heath surmises.

The city of Toronto is currently involved in discussions with the province regarding several transit-oriented communities the latter wants to build, including stops on the proposed Ontario Line that would run through downtown Toronto and up to the Ontario Science Centre near Eglinton Avenue and Don Mills Road.

The Star asked the city of Toronto whether any city staff have had to sign NDAs pertaining to large infrastructure projects.

In an email, the city said that “occasionally” NDAs have been used regarding the sharing of confidential third party commercial information.

But the spokesperson went on to say that city representatives who have signed NDAs would “not regard the NDA as precluding the disclosure of information, in confidence if necessary, to council if requested or required for its decision making.”



Donovan Vincent is a housing reporter based in Toronto. Follow him on Twitter: [@donovanvincent](https://twitter.com/donovanvincent)

Read more about: [Markham](#)

YOU MIGHT BE INTERESTED IN...

CEO E-mail to all MPL staff February 24, 2022

It is with great sadness that we inform you that our former Markham Public Library Board Chair, Alick Siu passed away from cancer February 23, 2022. Throughout his life, he set an example of leadership grounded in deeply held principles of community service, personal responsibility to give back, and values of calmness, kindness and decency in how he treated others.

During Alick's two terms on the MPL Board he served as both Vice-Chair and Chair, leading the board in several key initiatives including the annual Board presentation to Council and Board development of the new Strategic Plan. Within that plan, Alick ensured that his belief in the importance of Science, Technology, Engineering, the Arts and Mathematics had a strong presence. He encouraged the board to make their decisions through a diversity and inclusion lens. Alick was also a mentor for several new Board members, creating a strong and engaged library board.

Staff appreciated Alick for his deep knowledge of the community. He was always quick to provide staff with advice, sharing his contacts and making introductions to key people in the community, ensuring that we were able to provide quality programs and events that reflected the community's needs and aspirations.

Alick loved his family and the community. He felt that the best way to build community was to serve community and serve it he did. He was a member of the Board of Directors of the Chinese Canadian Information Professionals, member of the Chinese Canadian Entrepreneurs Association, on the York Region District School Board Equity & Inclusivity Committee, President of the Unionville Residents Association and was on the Board of Directors of the Markham Arts Council. In addition we know that Alick was active in the affordable housing movement in Markham and as a media commentator on Chinese radio programs.

Markham Public Library staff will sadly miss his passion for the library and many contributions to our success.

Catherine
Markham Public Library
imagine create learn grow

AGENDA 5.1

TO: Markham Public Library Board

FROM: Catherine Biss, CEO & Secretary-Treasurer

PREPARED BY: Michelle Sawh, Director, Administration

DATE OF MEETING: March 28, 2022

**SUBJECT: INTERNAL MONITORING REPORT – Executive Limitation EL-2d,
Financial Condition**

EXECUTIVE SUMMARY:

This report provides the Board with an update on the year to date financial condition of the Library.

This is a report on Actual and Budgeted Operating Budget expenditures for the twelve-month period ending December 31, 2021. This is the final of three financial reports to the Board covering fiscal year 2021 (Jan – Dec). All expenditures were in full compliance with Board policy.

The Library ended the year in a favourable position with a year-to-date net surplus of **\$3,951,708** based on Library Income that exceeded budget and Expenditures that were below budget.

RECOMMENDATION:

That the Report entitled “Internal Monitoring Report: Executive Limitation EL-2d, Financial Condition” be received.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: FINANCIAL CONDITION (EL-2d)

[Report on actual expenditures compared with budget]

GLOBAL POLICY LIMITATION:

With respect to the actual, ongoing financial condition and activities of the organization, the CEO shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from Board priorities established in Ends policies.

CEO RESPONSIBILITY:

Consistent with statutory obligations and prudent financial management, funds will be allocated and expended in a manner that is consistent with Board priorities established in the Board Ends policies.

ASSERTION OF COMPLIANCE

Per the Report below, I assert that I am in compliance with this Global Policy Executive Limitation.



Catherine Biss
CEO & Secretary-Treasurer

AGENDA 5.1

1. **POLICY LIMITATION:** *The CEO may not expend more funds than have been received in the fiscal year to date unless the debt guidelines (below) are met.*

CEO RESPONSIBILITY:

The CEO shall not operate in a deficit situation at any time during the fiscal year that cannot be repaid within 60 days.

EVIDENCE OF COMPLIANCE:

- The CEO is in compliance. As of December 31, 2021, the Library had a net budgetary surplus of **\$3,951,708**, based on an unfavourable variance in Library Income of **\$821,085** and a favourable variance in Expenditures of **\$4,772,793**. See Appendix "A" (Statement of Revenue and Expenditures – Twelve Months Ended 12/31/2021).
 - **Library Income** – The 2021 Actual was \$320,604 against a Budget of \$1,141,689 creating an unfavourable variance of \$821,085.
 - **Expenditures** – The 2021 Actual was \$10,251,490 against a Budget of \$15,024,283 creating a favourable variance of \$4,772,793.
 - All figures in this Report are based on the Financial Statement dated December 31, 2021, received from the City of Markham's Financial Services Department on March 14, 2022.
2. **POLICY LIMITATION:** *The CEO may not indebted the organization in an amount greater than can be repaid by certain, otherwise unencumbered revenues within 60 days, or hold the controllable expenditures to avoid overspending funds.*

CEO RESPONSIBILITY:

The CEO shall not enter any commitment that cannot be fully paid from unencumbered revenues or monitor the expenditures to ensure commitments are covered, without jeopardizing the Library's financial stability.

EVIDENCE OF COMPLIANCE:

- There are no commitments beyond those identified in the current Operating Budget.
3. **POLICY LIMITATION:** *The CEO may not allow payroll and debts to be handled in an untimely manner.*

CEO RESPONSIBILITY:

The CEO shall ensure the timeliness of all payroll and accounts payable activities.

EVIDENCE OF COMPLIANCE:

- The Library's payroll and accounts payable activities are undertaken by the City's Financial Services Department. The Library authorizes and submits payroll and payables information, and Finance then carries out the actual transactions. When the Library receives invoices, they are processed and submitted to the Accounts Payable Department in a timely fashion.

AGENDA 5.1

The actual timing of payments to vendors and suppliers is determined by Accounts Payable through its internal processes.

4. **POLICY LIMITATION:** *The CEO may not withhold, nor otherwise delay, from the Board the results and recommendations of the auditors and the Administrative response thereto.*

CEO RESPONSIBILITY:

The Library's financial statements will be evaluated by an independent auditor on an annual basis, who will then express an opinion based on the audit, and present it to the Board.

EVIDENCE OF COMPLIANCE:

The "Financial Statements of the Markham Public Library Board, December 31, 2020" were presented to the Board in its meeting of May 31, 2021. The *Independent Auditor's Report* indicated that "in our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the [Markham Public Library Board] as at December 31, 2020, and its results of operations, its changes in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards."

The minutes of the May 31, 2021 Library Board meeting records the following resolution:

Ms. McGrory welcomed Ms. Naketa Wright, Manager, KPMG and Mr. Kevin Travers, Partner, KPMG who conducted the Markham Public Library Board annual audit.

Mr. Travers advised the Board that the audit for the Markham Public Library Board for 2020 is completed and that the audit was clean with no deficiencies or uncorrected differences. KPMG Auditors met with Senior Staff and the Board Chair May 19, 2021. Mr. Travers noted that the audit was conducted entirely remotely and that staff had provided them with a clean set of data. Mr. Travers also stated that the Pandemic had a significant impact on revenues and drew attention to Note 7, which has been included in all financial statements for 2020. It states that "During the year, the COVID-19 outbreak was declared a pandemic by the World Health Organization. This has resulted in the Canadian and Provincial governments enacting emergency measures to combat the spread of the virus. These measures, which include the implementation of travel bans, self-imposed quarantine periods and social distancing have resulted in a decline in revenues due to cancellation of events and lockdown measures.

The situation is dynamic and the ultimate duration and magnitude of the impact on the economy and the financial effect on operations is not known at this time. These emergency measure and economic impacts could include potential future decreases in revenues and expenses."

Staff thanked the auditors for attending and the Vice-Chair extended an invitation to remain at the meeting if they chose to.

Moved by Deputy Mayor Hamilton
Seconded by Mrs. Lillian Tolensky

Resolved that the report entitled "Financial Statements of the Markham Public Library Board, December 31, 2020" be received; and,

That the Board approve the Financial Statements of the Markham Public Library Board December 31, 2020; and,

AGENDA 5.1

That the Board Chair be authorized to sign the approved 2020 Financial Statements on behalf of the Board; and,

That the Board authorize Staff to issue the final audited Financial Statements for the fiscal year ended December 31, 2020;

AND that Staff be authorized and directed to do all things necessary to give effect to this resolution.

Carried.

- The independent auditor has already commenced its evaluation of the Library's 2021 financial position, and delivery of its report summarizing its findings to the Board is expected in May 2022.

5. POLICY LIMITATION: *The CEO may not acquire, lease, rent, encumber or dispose of real property.*

CEO RESPONSIBILITY:

For the purpose of acquiring, leasing, renting or encumbering, this means new property not currently under Board ownership, lease, or rental. Real property is interpreted to mean real estate, space and facilities. Disposal would mean the sale of real property.

EVIDENCE OF COMPLIANCE:

- The Library Board does not own real property, nor does it currently lease or rent any spaces. It is responsible for all services, programs and related activities provided to the public within library buildings located on municipal properties. The real property is owned by the City of Markham.
- The Library pays to the City "Occupancy Costs" for branches located within community centres, which constitutes a funding transfer to the Recreation Services Department. This transfer effectively pays for support provided to the Library by Recreation for building-related services including cleaning, utility usage, telecommunications (e.g. telephone, cable TV, etc.), and basic building maintenance and repairs.
- MPL has eight branch locations, including three stand-alone buildings (Markham Village / Thornhill Village / Unionville) and five community centre branches (Aaniin / Angus Glen / Cornell / Milliken Mills / Thornhill Community).

6. POLICY LIMITATION: *The CEO may not fail to aggressively pursue receivables, fines and fees, after a reasonable grace period.*

CEO RESPONSIBILITY:

The CEO shall ensure receivables, fines, and fees are recovered through the most current methods.

EVIDENCE OF COMPLIANCE:

- The Library recovers receivables, fines and fees on an ongoing basis. Fines and fees are incurred after customers have borrowed physical collection items and then kept them beyond the authorized loan period, or have lost and failed to return borrowed items. These receivables are usually paid by the customers voluntarily in order to keep their records in

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good standing. (MPL also provides customers with several options to assist them in keeping track of due dates, including pre-due notices, thereby enabling them to avoid the assessment of overdue fines.)

- MPL has an agreement with Unique Management Services (UMS), a specialized collection agency that pursues suspended customer accounts with amounts owing of greater than \$40.00 in fines, fees and lost material values, and where the customer has failed to respond to multiple MPL contact attempts over a minimum of 45 days. UMS is an international company providing service to thousands of library system clients utilizing a “gentle nudge” approach which helps to maintain customer goodwill.
- The table below is a summary of 2021 year-end (Jan – Dec) information related to MPL’s UMS transactions. The service was suspended for all of 2021 due to the pandemic. It will be resumed in 2022.

	Description	Amount
A	# of customer accounts submitted to collection agency	0
B	Fines/fees received from customers following UMS contacts	\$0
C	Returned items following UMS contact (value)	\$0
D	Subtotal – Fines/fees plus returned items (B + C)	\$0
E	Fees paid to UMS by MPL	\$0
F	Net benefit to MPL (D – E)	\$0
G	Net benefit ratio (Benefit per \$1 investment in service)	N/A

- While the relationship with UMS has been successful financially, the primary benefit is a higher return rate for overdue materials, making them available to other customers and ensuring that the Library can better achieve its service mandate within the community. The arrangement ensures that resources purchased through taxpayer-based funding remain public assets and that community access to them is maintained.

7. POLICY LIMITATION: *The CEO may not allow tax payments or other government-ordered payments or filings to be overdue or inaccurately filed.*

CEO RESPONSIBILITY:

The CEO shall ensure that the Library submits all tax payments, filings, and other government-required payments in an accurate manner and in compliance with mandated timelines.

EVIDENCE OF COMPLIANCE:

The CEO is in compliance. The Library met the deadline of June 30, 2021 in filing its annual Charity return 2020 with the Canada Revenue Agency (CRA). The Library also met the deadline of January 31, 2022 in filing its Q4 2021 (October - December) Public Service Bodies Rebate Claim with the Canada Revenue Agency (CRA). This submission is required for rebate of the federal portion of the HST. All other government filings and requests were satisfied within the required timelines throughout 2021.

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TO: Markham Public Library Board

FROM: Catherine Biss, CEO & Secretary-Treasurer

PREPARED BY: Deborah Walker, Director, Strategy & Planning

DATE OF MEETING: March 28, 2022

SUBJECT: **INTERNAL MONITORING REPORT: Executive Limitation EL-2j,
Communication & Counsel to the Board
(October 2021 to February 2022)**

EXECUTIVE SUMMARY:

This report provides the Board with a triannual affirmation that the Board is informed and supported in its work.

This is a report on communication and counsel to the Board for the period from October 2021 to February 2022. All communication and counsel requirements are in full compliance with Board policy.

RECOMMENDATION:

That the report entitled “Internal Monitoring Report: Executive Limitation EL-2j, Communication & Counsel to the Board (October 2021 to February 2022)” be received.

POLICY TYPE: EXECUTIVE LIMITATIONS

POLICY TITLE: COMMUNICATION AND COUNSEL TO THE BOARD (EL-2j)
[Report on the CEO’s communications to the Board, ensuring that it is properly informed and equipped to make appropriate decisions.]

GLOBAL POLICY LIMITATION:


The CEO shall not permit the Board to be uninformed or unsupported in its work.

CEO RESPONSIBILITY:

The CEO will ensure the Board is informed and supported in its work.

ASSERTION OF COMPLIANCE

As per the Report below, I assert that I am in compliance with this Global Policy Executive Limitation.



Catherine Biss
CEO & Secretary-Treasurer

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1. **POLICY LIMITATION:** *The CEO shall not neglect to submit monitoring data required by the Board (see policy on Monitoring Executive Performance) in a timely, accurate and understandable fashion, directly addressing provisions of the Board policies being monitored and including the CEO's interpretations consistent with the "Delegation to the CEO" policy, as well as relevant data.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- On a regular schedule, the Library provides appropriate internal monitoring reports, in which the CEO discloses compliance information to the Board.
- All such reports include a statement of interpretation indicating the CEO's "reasonable interpretations" of the Board Ends and Executive Limitations Policies within the meaning of the "Delegation to the CEO" policy.
- Relevant data is included in monitoring reports to demonstrate accomplishment of the interpretation (regarding Ends) or compliance with the interpretation (regarding Executive Limitations).
- Monitoring data is also provided to the Board through the regular cycle of Strategic Plan Updates, Ends Reports, Executive Limitation Reports, and Board Statistical Reports.
- Annually, the auditor presents the previous year's financial report.

2. **POLICY LIMITATION:** *The CEO shall not let the Board be unaware of significant changes in provincial or municipal policies, anticipated adverse media coverage, material external and internal changes (including purchases of over \$350,000), particularly changes in the assumptions upon which any Board policy has previously been established.*

CEO RESPONSIBILITY:

- The monthly CEO reports identify significant changes in provincial or municipal policies, anticipated adverse media coverage, and material external and internal changes.
- Material external and internal changes reported include:
 - City of Markham Updated Land Acknowledgement.
 - Markham Centre Library Updates.
 - Branch Reopening Plans.
 - Development Charges Background Study Update.
 - Building Markham's Future Together (BMFT) – 2021 Accomplishments
 - Grant Application for the Trail Hub Project.
 - Milliken Mills Community Centre Lobby Enhancement Project.
- Regarding purchases of over \$350,000, see evidence of compliance below.
- When an event relevant to the Board's mandate arises outside the normal cycle of Board reports, staff use email communication to ensure Board awareness.
- Adverse media coverage during the reporting period is reported in the regular CEO reports. When a potentially urgent incident of adverse media coverage arises between Board meetings, staff use email to ensure the Board Chair and Vice-Chair are promptly informed.
 - No such adverse media incident took place during the reporting period.

EVIDENCE OF COMPLIANCE:

- As reported in the January 2022 CEO's Highlights, a purchase over \$350,000 took place in December 2021. In the amount of \$495,746, this was a bulk purchase of Bibliotheca self-service equipment (both replacement and new) for multiple branches.

3. **POLICY LIMITATION:** *The CEO shall not allow the Board to be unaware that, in the CEO's opinion, the Board is not in compliance with its own policies on Governance Process and Board-CEO Linkage, particularly in the case of Board behaviour that is detrimental to the work relationship between the Board and the CEO.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- There has been no non-compliance to report on.

4. **POLICY LIMITATION:** *The CEO shall not present information in unnecessarily complex or lengthy form or in a form that fails to differentiate among information of three types: monitoring, decision-preparation, or other.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- Staff prepare appropriate reports and presentations for Board information or recommending Board approval. The reports and presentations include points of view, issues, and options, as appropriate. Examples include:
 - October 25, 2021:
 - 9.1 November 2021 Library Programs.
 - 9.2 Working Group Presentation to Council.
 - 10.1 Board Education Plan for 2022
 - November 22, 2021:
 - 9.1 December 2021 & January 2022 Library Programs.
 - 9.2 Working Group Presentation to Council.
 - 10.1 E-Content and Fair Pricing for Libraries.
 - January 24, 2022:
 - 6.1 Annual Ends Report.
 - 6.2 Strategic Plan Update.
 - 9.1 February and March 2022 Library Programs.
 - 9.2 Markham Public Library Board Annual Agenda.
- Staff invite delegations of City staff to attend Board meetings to provide information on municipal aspects of Board issues, as appropriate.
 - October 25, 2021: Janet Ashfield, Manager Human Resources, Employee and Labour Relations, Health and Safety, City of Markham was in attendance to provide support for discussion of COVID policies.
- Staff invite delegations of consultants and other external representatives to attend Board meetings to provide information on projects and initiatives of interest to the Board, as appropriate.
 - No such delegations took place during the reporting period.

5. **POLICY LIMITATION:** *The CEO shall not allow the Board to be without a workable mechanism for official Board, officer or committee communications.*

CEO RESPONSIBILITY and EVIDENCE of COMPLIANCE:

- In the absence of any feedback, the CEO is in compliance.

6. **POLICY LIMITATION:** *The CEO shall not allow the Board to be without secretarial support, including draft minutes within two weeks of each Board meeting and any action list arising from meetings.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- The Board Secretary provides action lists arising from Board meetings within a week of the meeting.
- The Board Secretary provides a draft of the minutes to the Board within two weeks of the meeting.
- The Board Secretary responds to telephone calls and emails within 48 hours of receipt of them.

7. **POLICY LIMITATION:** *The CEO shall not favour or privilege certain Board members except when:*

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- a) *Fulfilling individual requests for information or;*
- b) *Responding to officers or committees duly charged by the Board.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- The CEO is in compliance.

8. **POLICY LIMITATION:** *The CEO shall not allow the Board to be unaware of an actual or anticipated non-compliance with Ends or Executive Limitations policy of the Board regardless of the Board's monitoring schedule.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- There has been no actual or anticipated non-compliance with any policy of the Board to report on.

POLICY LIMITATION: *The CEO shall not fail to submit to the Board a required approval (consent) agenda containing all items delegated to the CEO, and required by law or contract to be Board-approved, along with the monitoring assurance pertaining thereto.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- During the reporting period, there was nothing in the consent agendas that was required by law to be Board-approved.

9. **POLICY LIMITATION:** *The CEO shall not allow the Board to be unaware of complaints identified by customers which in the judgment of the CEO are of pressing concern.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- As reported in the CEO's Highlights for October 2021, a customer complained about an image used in our eNewsletter. The eNewsletter was re-issued without the image in question. A letter of apology was issued to the complainant.
- As reported in the CEO's Highlights for November 2021, three complaints were received regarding the requirement to be vaccinated as a condition of entering the library. Based on legal advice, a statement regarding MPL's proof of vaccination policy was forwarded to the complainants.

10. **POLICY LIMITATION:** *The CEO shall not allow personal information about Board members to be unprotected or compromised (except for Board member's names, photographs, and any authorized tag lines on the Library website and other promotional vehicles).*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- The Board Secretary maintains all contact information for Board members in confidential files accessible only to senior administration staff and their support staff.
- The Board's personal contact information is provided through electronic and paper versions to the Board members, senior Administration staff and their support staff only upon specific occasions:
 - a) Emergency,
 - b) Inviting Board members to special MPL events such as opening a library, staff celebrations, etc., and
 - c) To fulfill Revenue Canada's request for information on the "Directors, Trustees, and Like Officials worksheet."
- The Library's Human Resources policy regarding *Confidentiality of Personal Information* further provides that contact information for employees and Library Board members may

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not be released without the permission of the employee/Board member or the CEO. Requests for this information must be referred to the CEO, or designate.

11. POLICY LIMITATION: *The CEO shall not fail to advise the Board in a timely manner of trends, facts and information relevant to the Board's work.*

CEO RESPONSIBILITY and EVIDENCE OF COMPLIANCE:

- The monthly CEO reports include:
 - Relevant external trends, such as:
 - State of Canada's Youth.
 - The Impact of COVID on Book Borrowing.
 - Trends in Education – the Learning Crisis.
 - Trends in Social Spaces: IRL vs. Digital Experiences.
 - Statistical reports on a quarterly basis as part of the monthly CEO's Highlights Report (3.0). The statistical reports include YTD-over-YTD data regarding new member registrations, customer satisfaction, library space (in-person visits, electronic visits, room bookings), circulation, self-service, connectivity (computer usage, website and catalogue sessions, social media followers), and programs and outreach.
 - Enterprise Risk Management (bi-annual report).
 - Background facts relevant to the Board's work or as follow up to Board discussions.
- The regular Strategic Plan Update reports include:
 - Updates regarding work plan progress.
 - Identification of strategic priorities.
 - Identification of societal and/or economic trends that have implications for library strategy.
- Information on Library program offerings is provided on a quarterly basis.
 - Due to the quickly changing nature of programming during COVID closures, notice of upcoming programs is currently provided to the Board on a more frequent basis, either in a Board package or by e-mail.

TO: Markham Public Library Board
FROM: Catherine Biss, CEO & Secretary-Treasurer
PREPARED BY: Diane Macklin, Director, Community Engagement
DATE OF MEETING: March 28, 2022
SUBJECT: **April 2022 Library Programs**

RECOMMENDATION:

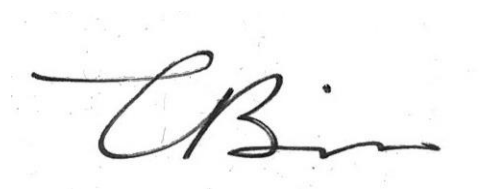
That the report “April 2022 Library Programs” be received.

BACKGROUND:

Board member attendance at Library and community events has several positive benefits. The Public Library Act directs library boards to provide library services that reflect the unique needs of their community. Attending community events as a member of the Board enriches Board understanding of the diversity of interests of the community, gives community members opportunities to interact with the Board, and shows Library support for community initiatives. We look forward to the time when this interaction will be possible once more.

Due to the quickly changing nature of programming at this time, notice of upcoming programs will be provided to the Board on a more frequent basis, either in a Board package or by e-mail.

Contact mplcommunitylibrarians@markham.library.on.ca for assistance in registering for a program or using the various platforms. Unless otherwise indicated all programs are offered free of charge.



Catherine Biss
CEO & Secretary-Treasurer

Attachments: Appendix “A” April 2022 Library Programs

LIBRARY PROGRAMS
APRIL 2022



APRIL 2022 LIBRARY PROGRAMS

This month Markham Public Library is offering dozens of unique virtual programs. Working with our community partners we have something for everyone from business and entrepreneurship to wellness, preschooler to seniors. See our current list of program offerings below or visit our website at markhampubliclibrary.ca (click on [What's On](#)) to see our most up-to-date offerings. Email mplcommunityibrarians@markham.library.on.ca for more information about these programs or to register.

Education & Lifelong Learning

"Value"-able Education: Finding the Best Affordable US University Options

Thinking about attending university in the United States? Join us to learn about several categories of scholarships and tuition discounts that make certain US universities attractive options for different types of Canadian students. Also, gain an understanding of how specific US schools offer favorable tuition options to applicants from Canada.

Saturday, April 2

11:30 AM

Flight Services Program at Seneca College

Are you interested in learning about the different hospitality careers in the Aviation industry? The information session will cover career pathways, eligibility requirements to get admitted to the programs, what you will learn, the different facilities and equipment that we use, pay scale, industry supports and many more.

Monday, April 4

7:00 PM

Tips on How to Be Successful in College and University

Are you thinking about entering college or university? We want to make sure that your transition is seamless. We'll help you prepare for your studies - before your classes begin. We will introduce you to helpful tips and services and also offer tools and resources for improving your learning skills, health and wellness, and supporting you emotionally. This workshop is presented in partnership with Seneca College.

Monday, April 25

4:30 PM

Paying for Your Studies

Thinking about your financial aid options? This session will explore a variety of ways to pay for your studies including scholarships, bursaries and government financial assistance such as OSAP.

Monday, April 11

4:30 PM

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The Secrets to Scholarship Research & Writing

Are you interested in learning how to win scholarships? Whether in high school, college, or university, students should know the importance of scholarship research and writing. This presentation will help parents and students navigate the terrain of scholarship research and writing. You will learn where to look for scholarships and how to best position yourself to win them.

Tuesday, April 19 6:00 PM

Home & Family

Causes of Child Behaviour and Parent Traps

In this workshop, we will be discussing the causes of Child Behaviour and how to avoid falling into a Parent Trap.

Tuesday, April 5 1:00 PM

Basic Bike Maintenance & Summer Biking

Learn how to maintain your bike and make minor repairs, as well as how to get your bike ready for the summer. This workshop is brought to you by Markham Cycles and is for a teen and adult audience.

Wednesday, April 13 7:00 PM

Healthy Relationships

Join us for a three-part series to understand the difference between healthy and unhealthy relationships. You will learn what is abuse, what power and control look like, and the barriers to leaving unhealthy relationships. You will also learn how to identify abuse, how to get help, and what to do if you suspect that you or someone you know is being abused.

Thursday, April 14 6:00 PM

Wills and Powers of Attorney

Do you know how Wills and Powers of Attorney work in Canada? Join us to learn: Processes for preparing wills and powers of attorney, making changes or cancelling a power of attorney or will, the roles of attorneys and trustees. This workshop is provided in partnership with Achev.

Tuesday, April 19 1:00 PM

Earth Day Game Night

Join us as we introduce "The Grocer's Gambit", a board game that encourages children to reflect on their everyday food consumption. This live virtual event will be hosted by the Green Beans, a student-led group working with the City of Markham, and supported by Youth Challenge International.

Friday, April 22 7:00 PM

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Family Trivia Night

Join us for a fun and educational trivia night! The whole family can join and answer questions together.

Saturday, April 30 7:30 PM

Wellness

Hatha Flow

Hatha Flow, presented by Markham Yoga, offers an energizing class to build strength, increase flexibility and create mental clarity.

Saturday, April 2, 9, 23, 30 9:30 AM

Laughing Yoga

Join us for a fun 30 minutes of stress buster Laughter Yoga is the newest and greatest way to stay mindfully aware, joyous and dissolve stress.

Monday, April 4, 11, 18, 25 11:00 AM

Flex and Stretch Yoga

Let's chill and unwind in this wonderful Flex & Stretch Yoga session from Markham Yoga. Using active and passive stretching we will focus on the breath and releasing tension throughout the body as we stretch, leaving you a little stronger, more flexible and mindful.

Monday, April 4, 11, 18, 25 7:00 PM

Chair Yoga

In this class, led by a recent grad from Markham Yoga, participants will learn gentle and dynamic exercises and stretches for balance while seated and supported in a chair.

Tuesday, April 5, 12, 19, 26 7:00 PM

Meditate & Melt the Stress Away

Join us every Wednesday for a guided virtual meditation workshop led by an instructor from Markham Yoga.

Wednesday, April 6, 13, 20, 27 8:15 PM

Diabetes: Everything You Need to Know

This presentation will discuss what diabetes is, the types of diabetes, signs and symptoms, how diabetes is diagnosed, and management strategies. This hour long program will be led by a Nurse Practitioner from Health for All, Family Health Team.

Thursday, April 14 10:00 AM

LIBRARY PROGRAMS
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STEAM and Tech

Seniors Tech Support

Do you need tech support? Want to learn how to use a computer better or use social media? If so, attend our Seniors Tech Support sessions.

Tuesday, April 5, 12, 19 11:00 AM

Wednesday, April 6, 13, 20 3:00 PM

Kids Explore the Great Lakes

Join the Toronto Zoo, for a fun presentation for pre-school children to learn all about the Great Lakes and the animals that live there!

Tuesday, April 5 11:00 AM

Learning about Conservation: Conservation in York Region

Many organizations are working to restore habitat in York Region. As a quickly growing region, our local habitats are experiencing many threats associated with human activity and development. Join Ontario Streams to discuss how they are working to protect and conserve habitats and wildlife across the Greater Toronto Area and learn about resources from York Region and how we can all protect our local environment.

Wednesday, April 6 6:00 PM

Advanced Cybersafety Champion

Join Claudiu Popa, a cyber-safety expert, as we learn about the best ways to be anonymous online and make your smartphone bulletproof, help others stay safe with awesome tips for becoming unhackable, and get free apps and tools that will make web surfing safer.

Thursday, April 7 7:00 PM

Introduction to Adobe Premiere

Learn the basics of video editing using Adobe Premiere, a popular industry leading professional software used in Hollywood films and commercials. This workshop will help you organize their files, understand how to use certain tools, and utilize basic techniques, such as trimming raw footage, leveling audio, incorporating special effects, and understanding the interface.

Tuesday, April 12 7:00 PM

Introduction to 3D Printing for Children

Are you interested in creating 3D objects? If so, join us for an introduction on the basics of 3D design and a demonstration of modelling using TinkerCad – a free online platform that allow users to design their 3D objects for printing. This class is intended for children 8-12 years old.

Wednesday, April 13 4:00 PM

LIBRARY PROGRAMS
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Great Lakes Ecosystem Lecture Series

Join Toronto Zoo for a two-part lecture series about the Great Lakes region. This 45-minute presentation will serve as an introduction to the Great Lakes - a vital resource of freshwater and biodiverse habitat supporting some 3,500 species. Delve deeper into an unsung hero of freshwater ecosystems, Ontario's 41 species of freshwater mussel and the research being conducted by the Great Lakes Program in this area.
Wednesday, April 20 and 27 7:00 PM

Business, Finance and Job Skills

Business Legal 101: All you need to know about legal rules of operating a business in Ontario

Join our series of professional workshops and learn about various legal aspects of operating a business in Ontario.
Monday, April 4 7:00 PM

How to Use Shopify to Enhance eCommerce Website

It is no secret that the pandemic has changed the way we shop. With customers stuck at home shopping online, more and more businesses are finding the need to make sure they can fulfill orders and make sales through their website effectively. Find out how you can use Shopify to make sure your customers get the best ecommerce experience your company can create!
Tuesday, April 5 10:00 AM

Career Recharge: Understanding Intersectionality in the Workplace

Join Cory Coletta, Manager of Equity, Diversity and Inclusion at Seneca in this session of Career Recharge as we unpack the concept of intersectionality – what it means to have intersecting identities and the experiences individuals and organizations face with compounding marginalization.
Tuesday, April 5 6:00 PM

Tips and Tricks on Fine-Tuning Your Resume

In this session, we will compare different resumes and identify the characteristics of a good resume. New Canadians will also learn how to adapt their overseas experience to Canadian resume writing style.
Tuesday, April 12 6:30 PM

Sales Skills and Entrepreneurs

Turn your leads into sales! As an entrepreneur, you might have a revolutionary innovation that could change the world. That being said, the vision only translates to reality when you are able to sell the idea. Whether it's selling to the first client, pitching to an investor or trying to build a team, sales are embedded throughout every step of the entrepreneurial journey.
Wednesday, April 13 10:00 AM

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Canada Summer Jobs for Youth

Are you between the ages of 15-30 years old? Join Service Canada to participate in this interactive session with Michael Rahiman focusing on securing employment through the Canada Summer Jobs program.

Thursday, April 14 4:00 PM

Career Recharge: Dismantling Barriers to Inclusion

Join Cory Coletta, Manager of Equity, Diversity and Inclusion at Seneca in this session of Career Recharge series, we are exploring how to break down barriers to access and inclusion in the workplace. In this session, we will explore how to: identify barriers to access and inclusion within your own workplace, make a change regardless of your position or seniority and explain solutions for improving those barriers to others.

Tuesday, April 19 6:00 PM

Debt and Debt Solutions

With Canadian household debt at a record high, it is important for Canadians to take concrete actions to better manage their debt. This program provides critical information to assist you in managing and dealing with debt. You will learn about debt relief options and get a better understanding of your rights in dealing with debt.

Thursday, April 21 7:00 PM

Investment Basics: Making the Most of Your Money

Participants will learn about the basic investment vehicles like, RRSP, TFSA and RESP. They will also learn about investment risks, fees and how to look for investment specialists. This workshop is intended to provide resources and definitions, not investment advice.

Monday, April 25 1:00 PM

How to Write a Winning Resume that Gets Results

Designed to assist you prepare a targeted, accomplishment based resume. This workshop will help you create a winning resume and increase your chances of landing a job interview.

Monday, April 25 7:00 PM

How to Excel in your Job Interview

Join us to learn about the Teleconferencing/Virtual Interview, topics include how to conduct an effective teleconferencing interview, using appropriate body language and speaking voice and how to answer behavioural questions effectively.

Tuesday, April 26 6:30 PM

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Newcomers

English Conversation Circle

Join the weekly English Conversation Circle, where we practice in friendly small groups led by local long-term residents. The session is brought to you in collaboration with CCSYR through the Library Settlement Partnerships (LSP).

Monday, April 4, 11, 18, 25 1:30 PM

Money Basics for Newcomers

The Canadian financial system is complex and oftentimes confusing to navigate. In Money Basics for Newcomers, participants will learn how to identify and use different types of credit, checking credit report and other important financial topics.

Wednesday, April 6 12:00 PM

Cantonese Songs and Stories

Join us for an interactive fun-filled session of Cantonese Songs & Stories! Help your child develop early literacy and language skills through songs and rhymes. We will meet on Zoom to give participants an opportunity to practice their language skills!

Wednesday, April 6 4:30 PM

Tenant Rights and Obligations

How much do you know about tenant rights and obligations in Canada? Join the South Asian Legal Clinic of Ontario to learn about the Residential Tenancies Act. This workshop will be facilitated in English with Tamil translation.

Tuesday, April 12 12:00 PM

Mandarin Songs and Stories

Join us for an interactive fun-filled session of Mandarin Songs & Stories! Help your child develop early literacy and language skills through songs and rhymes. We will meet on Zoom to give participants an opportunity to practice their language skills!

Saturday, April 30 12:30 PM

Reading and Creative Expression

Virtual Reading Buddies

Reading aloud can boost your child's confidence in reading and improve reading skills. Book a 1 on 1 session to read with a teen volunteer.

Tuesday, April 5, 12, 19, 26 4:00 PM

French Reading Club (Age 4-8)

Children (4 - 8 years old) can join our beginner storytime where we will focus on introductory concepts such as the French alphabet, colours, and other basic vocabulary.

Wednesday, April 6 and 20 4:00 PM

LIBRARY PROGRAMS
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French Reading Club (Age 9-15)

Students (9 - 15 years old) can join our intermediate storytime where we will read more advanced French books and aim to foster conversations in French!

*Beginner/Intermediate French is recommended.

Wednesday, April 6 and 20 4:30 PM

Book Club: Afro-Futurism

We will explore Afro-futurism focusing on the title Noor by Nnedi Okorafor and other titles. Other titles to read for a discussion include: Octavia Butler's Parable of the Sower, a Graphic Novel Adaptation Binti by Nnedi Okorafor, or other books in the same series.

Wednesday, April 6 7:00 PM

Thursday, April 7 3:00 PM

Reading to Success: Junior and Senior Kindergarten

In partnership with YPAM, Reading to Success is a volunteer facilitated reading program established to motivate children to read regularly.

Thursday, April 7, 14, 21, 28 5:00 PM

Reading to Success: Grade 1 and 2

In partnership with YPAM, Reading to Success is a volunteer facilitated reading program established to motivate children to read regularly.

Saturday, April 2, 9, 23, 30 10:30 AM

Self-Care for Artists

Do you sometimes have trouble igniting or keeping the artistic flame alive? Are you feeling a bit burnt-out lately? Author Heather Wardell discusses the importance of self-care for artists and provides best practices and strategies for being a thriving artist in any circumstance

Thursday, April 7 7:00 PM

Virtual Storytime

Join us for a small group and interactive storytime full of books, songs and activities for little ones and their caregivers. This virtual storytime will provide participants an opportunity to interact with other children and develop literacy skills.

Monday, April 11 2:00 PM

English Learners Book Club

Join us for a monthly Book Club for English language learners! Read books, chat with new friends, and learn new words.

Wednesday, April 13 6:00 PM

2SLGBTQ+ and Allies Book Club

Join us in getting to know one another and deciding the books we should read together. At this meeting we will be discussing Elatsoe. Membership is on a rolling basis; anyone is welcome to join. This program is brought to you in partnership with CAYR Community Connections and Gila Munster.

Tuesday, April 19 7:00 PM

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Storytellers Meet Up

The Storytellers is committed to creating a thriving literary scene in Markham, with local talent at its heart. Join us for author talks, workshops, conversations about the craft, and more. We welcome writers of all stripes: fiction, non-fiction, poetry, you name it.

Thursday, April 21

7:00 PM

TO: Markham Public Library Board

FROM: Catherine Biss, CEO & Secretary-Treasurer

PREPARED BY: Debbie Walker, Director, Library Strategy and Planning

DATE OF MEETING: March 28, 2022

SUBJECT: **Markham Centre Library Update**

RECOMMENDATION:

That the Board receives the report entitled “Markham Centre Library Update”.

BACKGROUND:

1. Markham Centre Secondary Plan Update

Given the complexity and scale of the Markham Centre Secondary Plan Update (MCSPU), Planning staff are “chunking it down” into a series of interim reports and presentations to the Development Services Committee (DSC).

Prior to the presentation of the Draft Development Concept for the Markham Centre Secondary Plan, three interim presentations on the work completed by the consultants to date will be provided, with each presentation focusing on a specific area of Markham Centre.

- I. On **March 1st**, 2022, Planning staff took its first interim report to a special meeting of the Development Services Committee. “Markham Centre Secondary Plan Interim Update and Discussion: Draft Development Concept – Focus on Uptown”. See report at [MCSPU Focus on Uptown](#). This was the first of three reports. It focused on the the area from Rodick Road to Warden Avenue. Discussion focused primarily on transportation issues.
- II. On **March 22nd**, 2022, Planning staff took the second report to another special meeting of the Development Services Committee – “Markham Centre Secondary Plan Interim Update and Discussion, Draft Development Concept: Focus on Downtown”. See report at [MCSPU Focus on Downtown](#)
 - a. This presentation focused on Markham Centre’s “downtown”, including the “Downtown Civic Cluster”.
 - b. The concept of a Central Library/Living Lab/Community Centre was referenced on several slides, including 13, 18, 20, 21, 25, 27, 28, 27, 30 and 44.
 - c. The presentation received extensive discussion, which staff will review and summarize for the Board meeting.
- III. The date of the third interim report is scheduled for April 5th, 2022.

2. Development Charges

On March 1st, 2022, Finance took a report entitled “Development Charges & Community Benefits Charge” to General Committee. See [Development Charges & Community Benefits Charge](#)

Key Points:

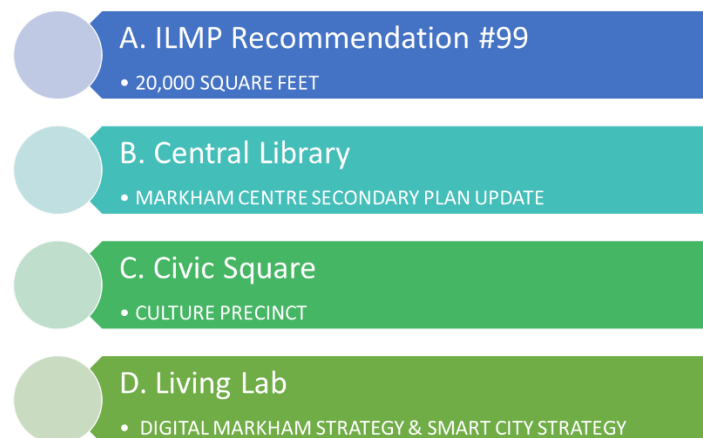
- As per our 2021 Workplan, staff completed our work (updating inventories, etc.) with the Finance Dept. to update the Library section of the 2017 DC Background Study in Q2 2021. Markham's current Official Plan and the 2019 ILMP recommendations for library facilities were reference points for this process.
- The recently published draft Background Study¹ is linked at [2022 Development Charges Study](#)
- It indicates the following DC funding availability for the Markham Centre Library as a future capital project:

Project Description	Timing	Gross Project Cost
Library Building (20,000 sq. ft.)	2022	\$12,300,000
Library Land	2022	\$2,057,100
Library Furniture and Equipment	2022	\$1,609,244
Library Collection Materials	2022	\$3,334,729
		\$19,301,073

The 2022 Background Study and related Bylaws are subject to approval by Council in Q2 2022.

MARKHAM CENTRE LIBRARY – UPDATE AND CURRENT STATUS:

As previously reported, there are several avenues of approach toward the issue of a library facility in Markham Centre.



These avenues run in parallel and intersect at several points. These points of intersection will be noted in the discussion below.

A. ILMP RECOMMENDATION #99

Staff have continued and are continuing to use the 2019 Integrated Leisure Master Plan (ILMP) approved recommendations to advance the planning of library facilities across the City. As

¹ See also the March 3.0 report. Subject to Council approval of the draft DC Background Study, staff will report to the Board regarding implications for future capital projects for library facilities.

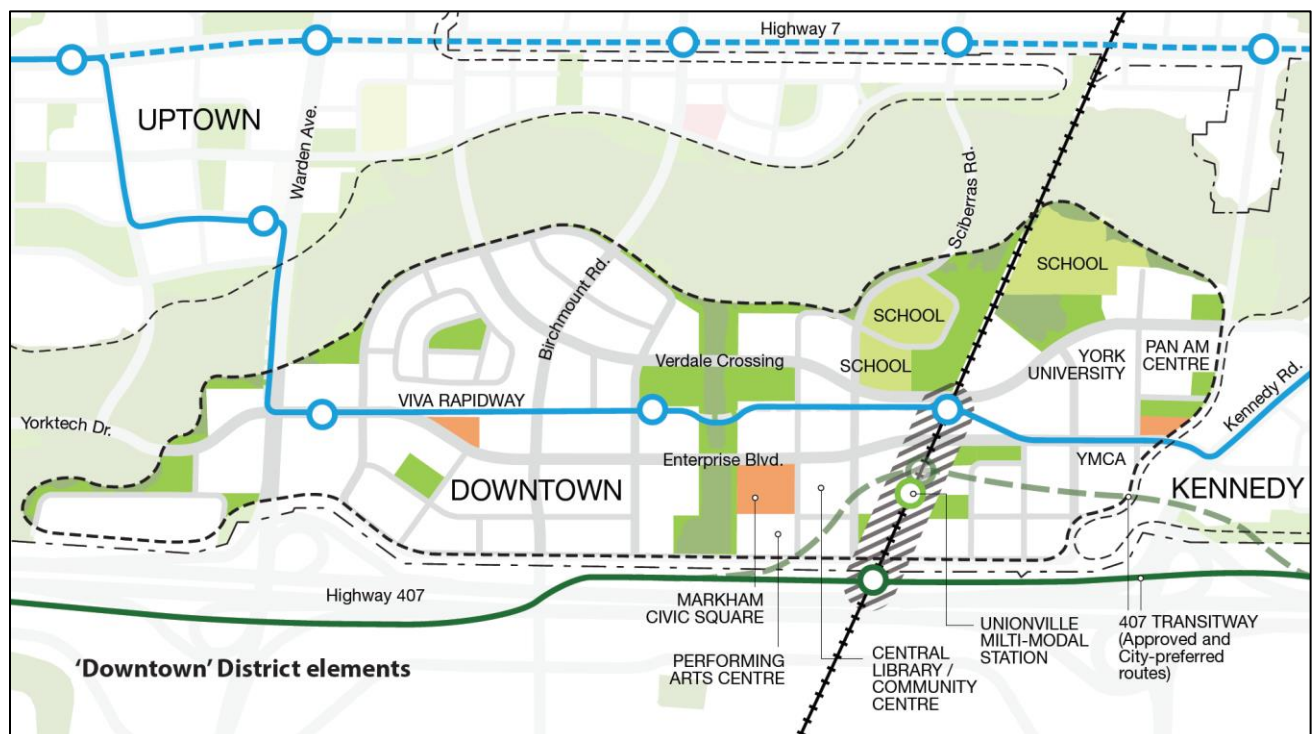
mentioned above, the ILMP recommendations were a key reference point for the update of the draft 2022 DC Background Study.

Regarding a future Markham Centre library facility, recommendation #99 has been the starting point for ongoing discussions with Planning at the Internal Technical Advisory Committee, at meetings with the Commissioner, Corporate Services, and with the Director, Economic Growth, Culture & Entrepreneurship.

2019 ILMP: Recommendation #99. Prioritize the establishment of a library branch (up to 20,000 ft²) to serve the growing Markham Centre community. The delivery of library space is to be phased in with population growth. This branch may form part of a mixed-use development; partnership and non-traditional development approaches should be considered.

B. CENTRAL LIBRARY

Over the past year, staff have continued to participate in the MCSPU Internal Technical Advisory Committee as an avenue to advocate and promote the concept of a central library. This work has consistently received support from Planning staff and the consultant, and has resulted in the continuing presence of a central library in the Secondary Plan Update, as shown below in slide 18 of the March 22nd Secondary Plan Update presentation as an element in the proposed Downtown District:



Central Library Business Case

A preliminary Business Case for a Central Library has been developed by staff. See Appendix 1.

Community Consultation:

Regarding community consultation for Markham Centre Library facilities, and in the current context of what we hope is a transition to stable post-COVID operational conditions, the CEO is proceeding to restore the 2020 approved funding (\$72,000) for community consultation (phase 1). This process includes the exploration of potential opportunities to combine this funding with other consultation funding streams (e.g. Smart City project / Living Lab).

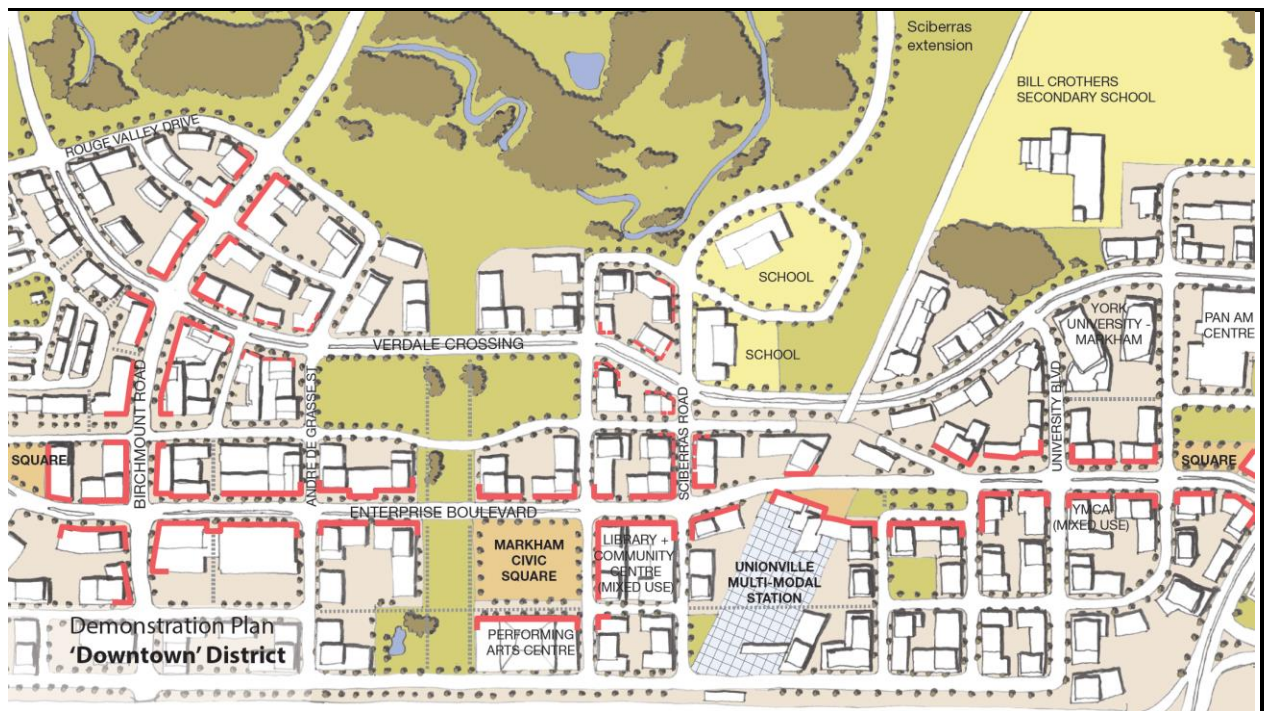
Recent steps include:

- Met with Commissioner, Corporate Services, who advised that this consultation could potentially be linked to further Markham Centre SPU consultation or to plans for Smart City consultation in 2022. This would support the use of our funding in the most optimal way, ensure the Library is seen as both a participant and a stakeholder for community consultation, and embed MPL in the broader picture.
- Upcoming meetings with the Commissioner, Community Services and the CAO.
- The goal is to re-issue the RFP for consultant services with an expanded consultation scope including community support for a Central library, as well as potential facility components, such as a Living Lab.

In general it should be noted that the timeline for central libraries can be extensive. For example, planning for the Saskatoon Central Library project, projected to open in 2026, began in 2009. In the case of the Calgary Central Library project, completed in 2018, planning began in 2004 and was finalized in 2011, with construction beginning in 2013.

C. CIVIC SQUARE AND CULTURE PRECINCT

As depicted on slide 20 of [MCSPU Focus on Downtown](#), a site for a proposed Performing Arts Centre is located on the Markham Civic Square:



Background:

- In 2021, staff connected with the Manager of the Flato Markham Theatre to explore the potential for a co-location to create a cultural centre (theatre+ library) to anchor a future civic square. This was positively received.
- The 2021 Business Plan for the Economic Growth, Culture and Entrepreneurship Department included, pursuant to BMFT 2.3, seeking funding for a feasibility study for a new theatre/cultural complex in Markham Centre. However, this funding submission did not go forward into the capital budget process.
- The recently appointed Director, Economic Development, Culture & Entrepreneurship has indicated that the future of the existing Flato Theatre will be addressed through a future update of the Markham Culture Strategy.

At this point, the civic square location for a central library, perhaps in the podium of a multi-purpose building, appears at this point to be the best option for our focus. The CEO has been invited to serve on the Civic Square Team project, as described below:

Civic Square Team

The civic square work will proceed within the framework of the following approved 2022 Planning Project #22012 Markham Centre Civic Square Study (\$138,400).

Project Description/Scope includes:

- This study will explore the most effective means to plan a Civic Square to introduce public presence to Markham Centre, with a phased approach that would build on cumulative city-building successes to increase civic role and associated activities over time.
- The vision for the Civic Square consists of the main square for large events and celebratory capacity, while keeping a forecourt role for associated activities, such as a performing arts centre, a **central library**, and community facilities.
- The Civic Square would become a hub for weekday activity that energizes this area of the downtown while allowing residents, workers, shoppers, visitors, and users of public facilities a place to enjoy through program and service offerings that recognize the energy and diversity of Markham's residents.

The requirements of the Markham Centre Civic Square Study will focus on phasing and implementation, and is supplemental to the Secondary Plan Update Study where the comprehensive review of the civic square as a major contributor to civic presence in the context of land use planning would significantly enhance activity in the City's emerging downtown.

It is anticipated that the launch of the Civic Square project will follow Council's approval of the Draft Development Concept for the Markham Centre Secondary Plan.

Regarding the proposed Civic Square site, it should be noted that:

- There has been significant escalation in land values in intensification areas such as the area near the Unionville Go Station.
- This land in question has a high water table situation, which will need to be addressed before any construction can proceed.

D. LIVING LAB

As follow-up from discussion at a meeting of the Internal Staff Technical Advisory Committee, staff have developed a draft business case for an Urban Living Lab as a component of a future library in Markham Centre. See Business Case attached as Appendix 2.

The draft **Urban Living Lab** concept is based on the precedent of the Oodi Library in Helsinki, Finland, and is summarized as follows:

As a component of a future library facility in Markham Centre, a proposed Urban Living Lab would focus on serving as a platform for testing and prototyping smart city solutions, as well as services that advance the cultural/creative economy, and develop citizen digital literacy and skills through experimentation with new digital technologies.

A 2022 related project is the Markham Centre Smart City Strategy Team, which launched with a preliminary workshop on March 1st, 2022. The CEO is representing MPL on the Smart City Strategy Team. Under the umbrella of the Digital Markham Strategy, Smart City will provide an opportunity for advancing the Urban Living Lab concept, as well as networking with potential private sector partners. It will also be an avenue for potentially linking our community consultation project to community consultation conducted pursuant to Smart City.

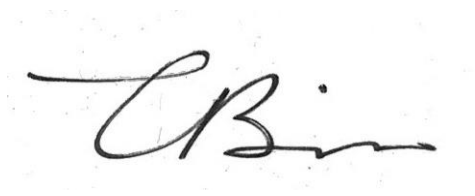
FURTHER ACTIONS FOR 2022:

1. **Develop an Advocacy Plan** for central library advocacy following the municipal election.

- Best practices indicate that a Council champion is a critical component of Canadian central library projects. To date, no such champion has emerged.
- Pursuant to the current municipal context, it should also be noted that:
 - For the first time since 1999, the City has no plans in the pipeline (in terms of design, construction, or other phases) for new indoor public space, including community centres or libraries.
 - The Aaniin CCL which opened in 2017, was the last such facility.
 - Since 2017, population growth has continued, and with no increase in library space, going forward there will be year over year declines in library space provision levels.
 - However, other municipalities across the GTA are continuing to build such facilities. See Appendix 3.
- Following the municipal election, the CEO will meet with all elected Councillors, and through such meetings will probe their views regarding a central library and library services in general.

2. **Internal Staff Technical Advisory Committee**

Going forward, the CEO will continue to represent the Library on the Planning Department's MCSPU Internal Staff Technical Advisory Committee. This will provide an opportunity to represent MPL in the finalization of the Draft Development Concept for the Markham Centre Secondary Plan. It may also provide opportunities to network with potential future private sector partners.

A handwritten signature in black ink, appearing to read 'CBiss', is centered within a faint, light gray rectangular border.

Catherine Biss
CEO & Secretary-Treasurer

Appendix 1: Business Case for a Central Library
Appendix 2: Business Case for an Urban Living Lab
Appendix 3: List of GTHA Library Building Projects

BUSINESS CASE – A CENTRAL LIBRARY IN MARKHAM CENTRE

March 14, 2022

PROJECT CONTENT AND OVERVIEW

Markham Public Library (MPL) has been enriching the community by inspiring discovery, curiosity and creativity through the sharing of spaces, experiences and ideas since 1971.

MPL operates eight branch locations:

BRANCH NAME	SIZE (SQUARE FEET)	BRANCH TYPES ¹
Aaniin	20,000	Part of a Community Centre
Angus Glen	29,700	Part of a Community Centre
Cornell	25,000	Part of a Community Centre
Markham Village	29,500	Stand- Alone
Milliken Mills	16,865	Part of a Community Centre
Thornhill Community	26,053	Part of a Community Centre
Thornhill Village	4,283	Stand- Alone
Unionville	13,640	Stand- Alone
TOTAL	165,041	

Strategically, Markham Public Library (MPL) delivers library services and programs focused on the fundamental literacies of reading and writing, the acquisition of digital literacy, the learning of skills needed for success in education and the workplace, and the development of the social capital essential to strong communities.

FACILITY SERVICE MODEL

In terms of its facility service model, MPL is unique in the GTA in currently having no central library. This is based on a community survey in 1994 that indicated a resident preference at that time for strong local community branches rather than a central branch.

However, in 1994 Markham was a suburban commuter municipality. Since that time, Markham has grown from a town to a city, and has matured and urbanized. It now has bold ambitions for creating a new downtown on a greenfield site in the heart of the City.

¹ Branch Types: Stand-alone branches are located in buildings and on sites that are only for library uses. Co-located branches are either located in a building with two or more distinct amenities, including recreation centres. [Surrey]

NUMBERS

Markham Public Library is one of Canada's most heavily used, efficient, and innovative public library systems. MPL delivers efficient and cost-effective library service through its eight branches and website. In 2019 (the last "normal" year prior to COVID), MPL's usage numbers and KPIs indicate that it is one of the most heavily-used public library systems in Canada:

THE NUMBERS (2019)	
Annual Customer Visits (in-person)	2,699,187
Annual Items Borrowed by Community	4,846,740
Visits (in person) per capita	7.7
Borrowing per Capita	16.06
Holds Placed	701,507

2022: URBAN LIBRARY SERVICES

With a facility service model designed for a different era and community context, MPL now faces challenges in delivering modern library services to a more mature, ambitious and rapidly urbanizing city, with community demographics and needs very different to what they were 30 years ago.

To ensure MPL keeps pace with population growth, Markham has invested over the last two decades in new construction and renovation of library branches. However, in the 2022 context of the Greater Toronto Hamilton Area – rapid intensification and urbanization - where all municipalities compete aggressively for investment and assessment growth – it is time to re-visit the need for a central library in the City of Markham.

SERVICE GAPS

Central libraries serve as the hearts of their library systems – hubs to support City residents, employers and branch libraries with collections, specialized services, spaces and expertise. The ability of a central library to support the needs of both its users and the needs of the community branches determines the vitality of the entire library system. In the absence of a central library, MPL is now struggling to meet the demands of the urban and diverse community it serves.

The absence of a central library for Markham constrains capacity to serve high demand levels, creating troubling service gaps:

1. Library Materials:
 - A shortage of space for a broader range of multilingual materials, more in-depth material to serve the business community, more English as a second language materials, more parenting resources, more resources for seniors and the print and learning disabled communities, etc.
2. Event Spaces:
 - A shortage of event spaces for community gatherings, lectures, performances and public events. Large events tend to have varying acoustic, programmatic, and environmental requirements, which can affect adjacent spaces and disrupt regular operations.

3. Spaces for Educational and Learning Programs:
 - Limited space for delivery of digital and other programs, which constrains program revenue.
4. Spaces for Study and Meeting:
 - Inadequate provision of study and meeting spaces, including bookable rooms for groups of varying sizes, which constrains room bookings as a revenue source.
5. Spaces for Business Services:
 - A shortage of space for services and programs that support the needs of entrepreneurs, start-ups and small businesses.
6. Spaces for Community Partners:
 - A shortage of spaces for community partners who advance and amplify the Library's goals regarding digital literacy, STEM education, literacies of reading and writing, and newcomer integration.
7. Space for innovative potential partnerships, e.g. Urban Living Labs.
8. Space to serve diversity:
 - Limited capacity to accommodate a more diverse range of users, and host a more diverse variety of events, programs, and services.
9. Special spaces:
 - Lack of specialty spaces such as services and resources for those with print, perceptual, or cognitive disabilities, creative tech labs for youth, business centres, adult language centres for new immigrants
10. Community branches struggling to meet diverse needs:
 - The branches cannot reach their potential without a central library's leadership, diverse collection, distribution, programming, and administrative support.

BENEFITS OF CENTRAL LIBRARIES

DESTINATIONS:

Central libraries act as destinations that attract residents and visitors from across the city and beyond.

- Designed to act as public beacons to draw people from beyond municipal boundaries, central libraries drive economic growth and advance destination City goals.
- As quality public spaces for residents to enjoy, central libraries attracting knowledge-based industries and talent to the city.

CITY LANDMARKS:

Typically designed with iconic architecture, central libraries stand as expressions of civic pride and symbols of the city and its values, helping to put the city on the map.

They help showcase a city and add to its brand and marketing efforts.

PLACEMAKING & DOWNTOWN REVITALIZATION.

A new central library is a key infrastructure component of many downtown revitalization projects, including in Halifax, Calgary and Saskatoon.

SOLVING THE SPACE CONSTRAINTS OF URBAN LIVING

With a growing population of people leading a condo/urban lifestyle, residents will be looking to spend more time outside of the home to work, study and engage in leisure activities. This, in addition to the introduction of a York University campus in Markham, will only increase the need for study and collaboration spaces – an amenity already in high demand at existing branches

ECONOMIC IMPACTS

New central libraries have been shown to have significant impacts on downtown revitalization efforts, adding animation to the downtown core, boosting real estate values and contributing to other significant economic benefits.

Libraries often attract other progressive businesses, cultural organizations and residential ventures, leading to economic diversification.

By boosting the image and prosperity of a city, central libraries can also help their communities attract more high-profile events and conferences, and drive tourism.

Increased visitor traffic to central libraries results in increased spending at nearby shops and restaurants.

Central libraries around the world are being used as magnets for development and are often a primary project in a revitalization strategy.

QUALITY OF LIFE

Central libraries can significantly strengthen the cultural fabric of a community and increase the attractiveness of downtown cores, resulting in improved labour attraction and retention rates.

By increasing the overall health and prosperity of a city and its residents, central libraries contribute to increased civic satisfaction, engagement and pride.

SUPPORTING EQUITY AND INCLUSION

Central libraries can provide the space for non-traditional collections and services that support equity, accessibility and inclusion. Examples include toys, book club kits, STEAM kits, musical instruments tool lending, reading kits for people with neuro differences and print disabilities such as dyslexia.

STRENGTHENING THE LIBRARY SYSTEM

As a foundation for library branches, a central library serving a City-wide catchment area can help the branches reach their potential through its diverse collection, distribution, programming, and administrative supports.

A central library gives the library system its identity, and can accommodate large-scale, city-wide events and programming.

RECENT EXAMPLES OF INVESTMENTS IN CENTRAL LIBRARIES

Within the past 15 years, there has been a resurgence of central library buildings and revitalization worldwide. These facilities are seen globally as key contributors to successful, livable cities and improving the quality of life for residents. Notable examples in recent Canadian central library projects include:

City	Status	Features
Halifax	Opened 2014	<p>161,459 sq. ft.</p> <p>Designed to be a regional resource and considered the most significant public building to be built in Halifax in a generation.</p> <p>Flagship for the 14 branches that serve the municipality.</p> <p>Has been a driver for the economic revitalization of the downtown.</p> <p>Includes a Creative Studio with crafting tools, and a Media Studio with recording spaces and digital tools for audio, video, and design projects</p>
Calgary	Opened 2018	<p>278,000 sq. ft.</p> <p>Intended to put the city on the map and act as a 'living room' for the whole city.</p> <p>Input from 16,000 Calgarians was gathered over two years of public engagement.</p> <p>Part of a cultural campus in downtown Calgary and East Village.</p> <p>Includes an early learning centre for young children with active full-body play areas.</p> <p>Designed as a great hall where different groups from across the city can come together under one roof.</p> <p>Includes Creative Studios, Audio and Video Recording space, and Post-Production Studios.</p>
Edmonton	Re-opened 2020	<p>161,000 square feet</p> <p>Renovation of existing 1967 central library facility includes a new 10,000 square foot Makerspace with 3D printers, a heat press, a vinyl cutter, a sewing centre, a book binding area, a fully equipped Fab Lab with a laser cutter, a computer lab, a digital conversion services center, and recording studios.ⁱ</p>
Ottawa	In construction phase	<p>Replacement of existing 1973 Main Library, and co-located with the National Archives of Canada.ⁱⁱ</p> <p>Includes a state-of-the-art Creative Centre providing access to innovative digital and analog tools that enable creation and inspire learning.</p>
Saskatoon	In design phase	<p>Replacement of existing 1966 facility. Includes an Integrated technology and creative incubator with range of creative / innovative labs - Visual recording studio, Audio recording studio, Recording booths, Post-production studio, Innovation work stations, Video gaming, and Technology training room.ⁱⁱⁱ</p>
Brampton	In design phase	<p>Part of Brampton's Centre of Innovation^{iv}, a gateway building for the City's Innovation District. With a focus on start-up scaling, investment attraction and talent development, the Brampton Innovation District is planned as a developing ecosystem that also offers resources to support innovation and technology companies in creating new technology.^v</p>

City	Status	Features
		<p>The Centre of Innovation will include a new central library, collaborative space for postsecondary institutions, and office space.</p> <p>The new central library will provide digital creation tools and programming, performance and audio recording spaces, and assistive technologies for various abilities.</p>
Guelph	In design phase	<p>88,000 square feet</p> <p>Anchors the Baker Street redevelopment and will include audio and video studios and a cutting-edge makerspace^{vi}.</p>

Urban Living Lab for the Markham Central Library

The Urban Living Lab concept as a component of a Central Library has arisen through the Markham Secondary Plan Update project, and pursuant to the Digital Markham Strategy. For details, see the Business Case for an Urban Living Lab in Markham Centre. Excerpt:

The Urban Living Lab (ULL) concept has developed as a component of many Smart City projects. As foundations for the development of cultures of innovation, ULLs advance Smart City objectives through both digital and “real-life” platforms that support the piloting, testing and prototyping of smart city ideas and public space interventions.

As a component of a future library facility in Markham Centre, a proposed Urban Living Lab would focus on serving as a platform for testing and prototyping smart city solutions, as well as services that advance the cultural/creative economy, and develop citizen digital literacy and skills through experimentation with new digital technologies.

The Oodi Central Library in Helsinki is the leading precedent for this concept.

ⁱ <http://www.teeplearch.com/portfolio/stanley-a-milner-library-renewal/>

ⁱⁱ <https://inspire555.ca/>

ⁱⁱⁱ https://saskatooncentrallibrary.ca/isl/uploads/2022/01/0023_NCL_Schematic_Design_Report_Jan_2022-2.pdf

^{iv} <https://www.brampton.ca/en/city-hall/downtown-brampton/pages/centre-for-innovation.aspx>

^v <https://investbrampton.ca/locate-here/innovation-district/>

^{vi} <https://www.constructioncanada.net/designs-for-new-guelph-central-library-unveiled/>

<https://guelph.ca/2021/10/designs-for-new-library-unveiled/>

<https://www.guelphpl.ca/en/about-us/new-central-library-.aspx>

<https://dsai.ca/news/designs-for-new-guelph-central-library-unveiled/>

BUSINESS CASE – AN “URBAN LIVING LAB” IN MARKHAM CENTRE LIBRARY

March 15, 2022

EXECUTIVE SUMMARY

The Urban Living Lab (ULL) concept has developed as a component of many Smart City projects. As foundation for the development of a culture of innovation, ULLs advance Smart City objectives through both digital and “real-life” platforms that support the piloting, testing and prototyping of smart city ideas and public space interventions.

As a component of a future library facility in Markham Centre, a proposed Urban Living Lab would focus on serving as a platform for testing and prototyping smart city solutions, as well as services that advance the cultural/creative economy, and develop citizen digital literacy and skills through experimentation with new digital technologies.

The Oodi Central Library in Helsinki is the leading precedent for this concept.

BACKGROUND – SMART CITIES

The Urban Living Lab (ULL) concept has developed as a component of Smart City projects.

THE SMART CITY CONCEPT:

Envisioned as “cities of tomorrow”, smart cities are defined as cities with connected systems, networked via the latest technology, using real-time information to improve the human experience of the built environment.

Usually developed on a district or precinct basis, they are conceptually similar and linked to a parallel concept – the innovation districtⁱ

- An ‘innovation district’ is defined as a “geographic area where leading-edge anchor institutions and companies cluster and connect with start-ups, business incubators, and accelerators. They are also physically compact, transit-accessible, and technically-wired and offer mixed-use housing, office, and retail.” An example within the GTA is Vaughan’s Innovation District plan.
- A ‘smart district’ is defined as “a geographic area in which the city accelerates innovation through the use of rapid testing and trialling of solutions in order to solve city challenges. Often it provides the city with a platform to work with innovative start-ups in an agile environment.”

Creating a **culture of innovation** is key to the success of both innovation districts and smart city strategies. For example, in Helsinki, Finland, recognized as one of the world’s most successful smart cities, the focus of its smart city plan pursuant to a national innovation strategy, is to “develop urban solutions in cooperation with businesses, research institutions and citizens”.ⁱⁱ Finland, at the forefront of responsible urban development, is building...a set of smart cities with shops, offices and housing, in order to create living environments conducive to innovation, entrepreneurship and the wellbeing of its inhabitants.ⁱⁱⁱ

THE HISTORY OF THE SMART CITY MOVEMENT

Smart cities — locations enabled, powered and integrated by digital technologies — have been on the municipal agenda for decades. In many cases, however, a lack of built experience, unclear use case and low government and citizen buy-in have slowed down their development.

For example, the Google Alphabet project on the Toronto Waterfront foundered on public concerns regarding governance, privacy and data security.

However, the tide for the smart city movement appears to be changing.

2021 SMART CITY OPPORTUNITIES – NEW TECHNOLOGIES ^{iv}

As we enter the third decade of the 21st century, with greater demand for climate action and citizen-centric design, mobile device proliferation, as well as new ways of working and increased data literacy, smart city goals are becoming more attainable.

The convergence of new technologies are enabling smart cities “to be built at scale, intelligently and with social responsibility principles underpinning their foundations”. These new technologies include:

1. PERSONALISATION OF SERVICES

Smart services are based on the use of data to understand, optimize and personalize services and infrastructure. The theory is that smart services will create a greater willingness of citizens to share their data with government and business in return for highly personalized services that improve their experience, help drive operational productivity and support the creation of new, high-value services.

2. DATA SHARING

Governments have accumulated data (e.g. demographic information about their citizens, records detailing public service usage), with potential for aggregated data sharing with private sector partners. When shared and combined, public and private data streams can benefit smart city design, as many of the foundational elements of smart precincts are achieved by linking data to get valuable insights.

3. INTERNET OF THINGS

The Internet of Things (IoT) creates unique, user-centric experiences while also improving efficiency and sustainability in communities. Because IoT overlaps physical sectors such as food, water, energy and transport, data interoperability is key to support data flow and data federation.

4. ‘INTERNET OF PEOPLE’

Wearables such as wearable fitness devices, when paired with a smartphone or website to track performance, can create an ‘Internet of People’. The popularity of wearables means an increased density of sensors and therefore more potential data sources. They effectively increase ways to connect people to places.

5. ELECTRIFICATION

Electrification will enhance local mobility and reduce emissions within precincts. City planning can factor in electric vehicles (cars, bicycles, scooters, etc.), plus the need for vehicle charging built into street or building parking.

6. ARTIFICIAL INTELLIGENCE (AI)

AI will drive greater personalization of services in smart precincts, optimizing systems, augmenting decision-making and driving even greater use of data. Importantly, this growing capability is subject to ongoing standardization efforts, and requires community engagement around the ethical and responsible uses of AI.

7. RENEWABLE ENERGY SOURCES, SMART SUSTAINABILITY AND WASTE SOLUTIONS

Renewable energy sources will become increasingly important in smart cities. Other sustainability solutions include vacuum waste systems, which could reduce emissions and waste collection costs, while delivering indirect environmental and health benefits.

BACKGROUND – URBAN LIVING LABS

Urban living labs^v have evolved as platforms to involve citizens in city planning to make urban areas more sustainable and livable. The ULL approach offers a way to foster new collaborative, trans-disciplinary ways of thinking in urban planning and development, and provides a real-world testing ground for urban innovation and transformation.

Urban living labs support **collaborations** to design, test and learn from social and technical innovation in real time. ULLs seek **solutions** to pressing urban problems – such as how to provide economic prosperity and social cohesion while achieving environmental sustainability. They are proliferating across Europe and around the world as a means for **testing innovations** in buildings, transport and energy systems.

KEY ELEMENTS OF URBAN LIVING LABS

1. **Partnerships:** ULLs connect partners from various sectors (e.g. researchers, academia, citizens, companies and local governments) to successfully pursue ambitious goals collectively. ULL partners complement each other with a diversity of competencies, human knowledge and skills, financial resources, and political influence.
2. **Experimentation and Learning:** ULLs test new technologies, solutions and policies in real world conditions in highly visible ways. Testing innovations in real settings makes sustainable innovations highly visible and usable in practice, thereby accelerating the adoption of innovative solutions.
3. **Collaboration:** ULLs provide platforms for knowledge co-production with a mix of stakeholders and users working together to generate innovative solutions.
4. **Visibility:** ULLs drive the creation of high profile statements of intent, helping to both attract public attention and secure funding.
5. **Communities of Practice:** ULLs develop new communities of practice with shared goals, social networks and visions for urban futures. They can be a mechanism to design and create the future of cities.
6. **Geographical Embeddedness:** ULLs are placed or embedded in a geographical area – they are predominately not virtual platforms.
7. **Participation and User Involvement:** Co-design and engagement with users and stakeholders in collective outcomes often appear in all stages of the urban living labs approach.

TYPES OF URBAN LIVING LABS^{vi}

1. **Strategic** – Led by government or large private actors, strategic ULLs use urban areas as an arena for the pursuit of the interests of other actors, and often operate in the whole city area with multiple projects under one umbrella.
2. **Civic** – Led by urban actors such as universities, cities and urban developers, civic ULLs focus on economic development and sustainable urban development, are represented by either stand-alone projects or city-districts, and often have co-funding as central to a partnership model.

3. **Grassroots** – Led by urban actors in civil society or not for profit actors, grass root ULLs focus on a broad agenda of well-being and economy, often hosting micro-projects or single-issue projects, and tending to have limited budgets.

DIGITAL MARKHAM STRATEGY AND LIVING LABS

Approved in 2017, the Digital Markham Strategy sets out an ambitious Vision and four Objectives:



Pursuant to the Digital Markham Strategy and its digital literacy mission, the Markham Public Library (MPL) has expanded its computing and digital media lab services, developed programs designed to engage and inform the community in digital opportunities, and advanced digital literacy.

Starting with the Aaniin Library, MPL has provided a range of digital platforms to advance Markham as a digital community.

Noting that the City as a Platform Objective includes the goal of developing a “living lab” in Markham for rapid prototyping of new initiatives, MPL is now exploring the potential of a future library facility in Markham Centre to host an Urban Living Lab.

PRECEDENTS – MAKERSPACES/URBAN LIVING LABS IN PUBLIC LIBRARIES

A recent trend in library building programs around the world has been the inclusion of a range of maker spaces, creative studios, and digital media labs, with the purpose of stimulating creativity and innovation.

Notable examples in recent Canadian central library projects include:

City	Status	Makerspaces/Creative Studios/Urban Living Labs
Halifax	Opened 2014	Creative Studio with crafting tools Media Studio with recording spaces and digital tools for audio, video, and design projects
Calgary	Opened 2018	Creative Studios including Audio and Video Recording, and Post-Production Studios

City	Status	Makerspaces/Creative Studios/Urban Living Labs
Edmonton	Re-opened 2020	Renovation of existing 1967 central library facility includes a new 10,000 square foot Makerspace with 3D printers, a heat press, a vinyl cutter, a sewing centre, a book binding area, a fully equipped Fab Lab with a laser cutter, a computer lab, a digital conversion services center, and recording studios. ^{vii}
Ottawa	In construction phase	Replacement of existing 1973 Main Library, and co-located with the National Archives of Canada. ^{viii} Includes a state-of-the-art Creative Centre providing access to innovative digital and analog tools that enable creation and inspire learning.
Saskatoon	In design phase	Replacement of existing 1966 facility. Includes an Integrated technology and creative incubator with range of creative / innovative labs - Visual recording studio, Audio recording studio, Recording booths, Post-production studio, Innovation workstations, Video gaming, and Technology training room. ^{ix}
Brampton	In design phase	Part of Brampton's Centre of Innovation ^x , a gateway building for the City's Innovation District. With a focus on start-up scaling, investment attraction and talent development, the Brampton Innovation District is planned as an ecosystem that also offers resources to support innovation and technology companies in creating new technology. ^{xi} The Centre of Innovation will include a new central library, collaborative space for postsecondary institutions, and office space. The new central library will provide digital creation tools and programming, performance and audio recording spaces, and assistive technologies for various abilities.
Guelph	In design phase	Anchors the Baker Street redevelopment and will include audio and video studios and a cutting-edge makerspace ^{xii} .

URBAN LIVING LAB PRECEDENTS IN EUROPE

Building upon MPL's experience with digital media labs, makerspaces and creative studios, our initial concept for an Urban Living Lab in a Markham Centre library facility draws upon the following European precedents.

LIVING LAB AT HELSINKI'S CENTRAL LIBRARY^{xiii}

<https://www.oodihelsinki.fi/en/>

In Helsinki, Finland, Oodi is an award-winning flagship library building (10,000 square metres), constructed in a cultural and media hub opposite the Parliament. A Citizens' Square bounds the eastern edge of this cultural precinct, which includes the contemporary art museum, the Helsinki news corporation's headquarters and the Helsinki Music Centre.

Pursuant to its Smart City Strategy, the City of Helsinki is investing in projects that help its citizens stay ahead of the digital curve. Through a range of platforms for digital learning, Oodi is designed to help achieve this, as well as providing a landmark expression of national identity, and leading and strengthening Helsinki's existing network of 37 public libraries.

Based on a very strong citizen-participatory design process, Oodi includes an entire level¹ dedicated to an intentional “living lab” program – the Urban Workshop, which includes a range of class workshop and studio facilities and tools - ranging from 3D printers, laser cutters, and label printer traditional handicrafts. The Urban Workshop also hosts state-of-the-art studios for playing music, recording, filming and editing, as well as rehearsal rooms.

On the ground level, Oodi partners with Helsinki’s planning department in providing a city-planning “showroom” which serves as a platform for continuing the community conversation about planning and smart city issues.

KEY TAKEAWAYS FROM OODI

- Oodi has been conceptually ground-breaking in helping to rethink what a traditional institution like a library can do and be. It offers a blueprint for planning urban library facilities that can address common urban problems ranging from social cohesion to developing digital skills.
- Oodi has re-envisioned the contemporary library as an “urban living room” for the exchange of ideas and information and, with its ample studio spaces, as a public workshop to encourage creativity within the community.^{xiv} Its example informs thinking about how a ULL in a Markham Centre library can serve to anchor a cultural/creative sector on the civic square.
- Oodi extends the library tradition of lifelong learning by giving citizens the opportunity to access and experiment with new technologies that will shape design and manufacturing in the digital economy of the 21st century.
- By providing Information services for tourists in downtown Helsinki, Oodi supports the tourist experience and the local economy. This relates to the potential “trail head” concept for a Markham Centre Library.
- By providing a Planning Showcase on its main level, Oodi provides an example of how libraries can deliver opportunities for piloting, testing and prototyping public space interventions, thereby developing urban solutions in terms of how residents experience their streets and public spaces. A similar library role in Markham Centre could inform decisions and policies regarding urban and digital infrastructure, mobility choice, and affordable housing.
- Oodi supports the quality of life in Helsinki and is viewed as a major factor in attracting and retaining young families within the urban core. A Markham Centre library facility could play a similar role.

PRECEDENT: STAPELN OPEN MAKER-SPACE (STPLN)

In Malmö, Sweden, the STPLN brings together NGOs, local government, universities, SMEs and individual activists in a cultural house that hosts a co-working facility, a venue for performing arts, a space for exhibitions, performances and workshops and programs such as workshops for textile printing, sewing, carpentry, digital production, bicycle service and construction. Targeted at people active within the arts, technology and innovation, design, education or crafts, this urban living lab provides new solutions for work and leisure for all citizen groups in Malmö, and encourages more sustainable lifestyles among citizens, enhances social cohesion, and allows for new ways of interaction, learning and exchange of skills.

KEY TAKEAWAYS FROM MALMO

¹ See floorplan in Appendix 2.

- In Malmo, the STPLN serves as an anchor for a creative precinct similar to that being considered for Markham Centre.
- As in the case of Oodi, it attracts tourism, develops the creative economic sector, and supports an attractive quality of life.

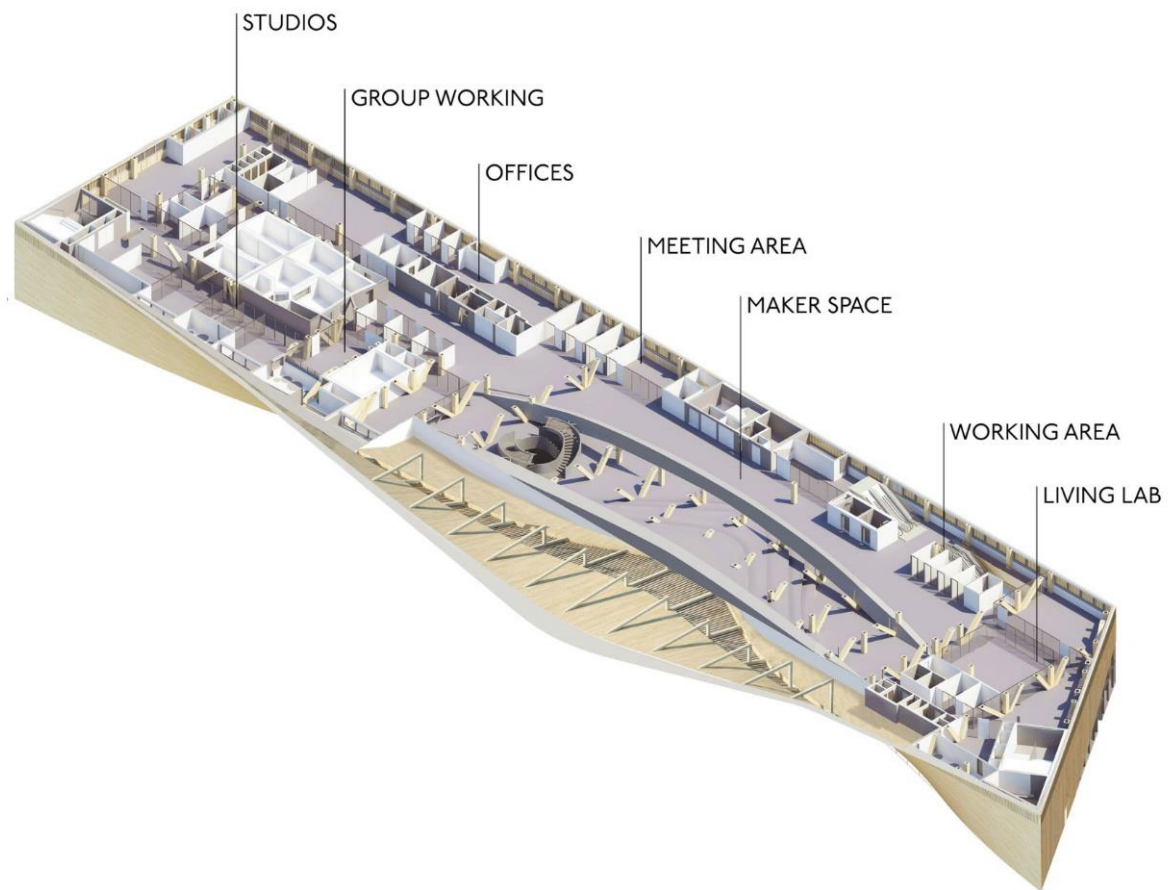
DRAFT URBAN LIVING LAB CONCEPT

Based on the precedents above, our draft concept for an Urban Living Lab in Markham Centre focuses on serving as a platform for testing and prototyping smart city solutions, as well as providing services that advance the cultural/creative economy, and develop citizen digital literacy and skills through experimentation with new digital technologies.

AN URBAN LIVING LAB WITH A FOCUS ON THE CREATIVE SECTOR.

- To serve as an anchor for a future Culture Precinct/New Performing Arts Centre at a future Civic Square, thereby advancing the goals of Economic Development and Destination Markham in terms of street activation, tourist attraction, and animation of the downtown area.
- To support the creative sector and provide community space and technology support for the convergence of arts and business, helping artists to commercialize their work, and assisting arts/business entrepreneurs.
- To provide maker space for small-scale, high-value manufacturing, such as small companies that need access to tools and manufacturing space
- A place for piloting, testing and prototyping public space interventions, and developing urban solutions in terms of how residents experience their streets and public spaces

APPENDIX 1: Oodi Level 2



ⁱ Innovation District vs Smart District: What's the difference? <https://cityinnovatorsforum.com/innovation-district-vs-smart-district-whats-the-difference/>

ⁱⁱ Helsinki, Finland: Smart City Strategies Succeed by Creating a Culture of Innovation. <https://cityinnovatorsforum.com/barcelona-and-helsinki-take-different-approaches-to-develop-successful-smart-city-strategies/>

ⁱⁱⁱ <https://www.divercitymag.be/en/in-helsinki-a-healthy-vision-of-the-smart-city/>

^{iv} Smart Cities: Why Australia's cities of tomorrow start today <https://www.pwc.com.au/important-problems/integrated-infrastructure-building-australia/smart-cities-why-australia-s-cities-of-tomorrow-start-today-uts.html>

^v The Emerging Landscape of Urban Living Labs: Characteristics, Practices and Examples https://lup.lub.lu.se/search/ws/files/27224276/Urban_Living_Labs_Handbook.pdf

^{vi} https://lup.lub.lu.se/search/ws/files/27224276/Urban_Living_Labs_Handbook.pdf

^{vii} <http://www.teeplearch.com/portfolio/stanley-a-milner-library-renewal/>

^{viii} <https://inspire555.ca/>

^{ix} https://saskatooncentrallibrary.ca/isl/uploads/2022/01/0023_NCL_Schematic_Design_Report_Jan_2022-2.pdf

^x <https://www.brampton.ca/en/city-hall/downtown-brampton/pages/centre-for-innovation.aspx>

^{xi} <https://investbrampton.ca/locate-here/innovation-district/>

^{xii} <https://www.constructioncanada.net/designs-for-new-guelph-central-library-unveiled/>

<https://guelph.ca/2021/10/designs-for-new-library-unveiled/>

<https://www.guelphpl.ca/en/about-us/new-central-library-.aspx>

<https://dsai.ca/news/designs-for-new-guelph-central-library-unveiled/>

^{xiii} <https://www.oodihelsinki.fi/en/>

^{xiv} Architectural Record March 1, 2019 Peter MacKeith

List of Recent GTA Library Building Projects:

1. **Library System:** Aurora Public Library
Capital Project Name: Library Square Redevelopment
Dates: Projected completion late **2022**
Budget: \$52 M (redevelopment of Library Square)
Size: Project includes 29,000 sf of outdoor community space, 32,000 sf addition to Church Street School facility
Type: Part of a larger redevelopment project
Scope: Library will see a new entrance, the addition of new programming space and a rooftop reading garden
Context: Library connected via enclosed pedestrian link to the new Church Street School cultural centre which features performance space, visual arts studios, museum storage, dance studio, programs rooms, cafes, catering kitchen, vibrant open air amphitheater, water feature, skating loop.

2. **Library System:** Brampton Public Library
Capital Project Name: Brampton Centre Library (Centre for Innovation)
Dates: Design tender awarded July **2021** with construction expected to commence in 2023
Budget: \$100 M funding commitment for entire project. In 2022, \$20M budgeted to prepare for construction of entire facility.
Size: Conceptualized 122,500 sf. of library space. BPL is recommending size 175,000 sf. considering a phased approach to square footage.
Type: New build
Context: Central library located within the Centre for Innovation, a major education and innovation hub.
Scope: The library will provide flexible spaces to engage residents and community partners and may also offer options for digital creation tools and programming, performance and audio recording spaces, assistive technologies for various abilities, and culture days.

3. **Library System:** Georgina Public Library
Capital Project Name: Multi-use Recreational Complex (MURC)
Dates: Construction began September **2021** with projected completion date of Fall 2023
Size: Unknown
Budget: \$50.2 M (entire project) – 100% funded by development charges; library cost \$2.6 M.
Type: New build
Scope: Complex feature a “Discovery Library Branch” that offers one-stop services, expanded programs and new technology options, and multi-purpose, multi-generational spaces to serve as a community living room and community hub.
Context: The Discovery Library Branch will be located within the MURC which will also include a 25m pool, leisure pool, therapy pool, double gymnasium, walking track.

4. **Library System:** Hamilton Public Library
Capital Project Name: Carlisle Branch Construction
Dates: Construction began Sept. **2021**, projected completion Spring 2022
Budget: \$1.75 M in renovation costs. TD Bank donated the building.

Size: Approximately 2800 sf

Type: Building conversion

Context: Standalone facility to replace/relocate the current Carlisle branch. Converting TD Canada Trust bank into a new branch for HPL.

5. **Library System:** Hamilton Public Library

Capital Project name: Valley Park Branch Improvement Project

Dates: Construction started January 23, **2020**, projected completion of mid-Spring 2022

Budget: \$9.5 M

Type: New build

Context: Standalone facility

6. **Library System:** Milton Public Library

Capital Project Name: Main Library Branch

Dates: Construction projected to start in **2023** with scheduled reopening of late 2024

Budget: Not known

Size: Not known

Type: Renovation and expansion

Context: Standalone facility

7. **Library System:** Milton Public Library

Capital Project Name: Sherwood Branch

Dates: Opened Summer **2019**

Budget: \$50 M for entire facility

Size: 11,000 sf

Context: Joint facility with Sherwood Community Centre, includes library, twin pad arena, aquatic centre, older adult activity lounge, active living studio and multi-purpose space.

8. **Library System:** Mississauga Public Library

Capital Project Name: Hazel McCallion Central Library Renovation

Dates: Construction started March **2021** with a projected complete date of 2023

Budget: \$42.8 M

Size: Renovation will add 28,000 sf of public space and 6000 sf of secondary space

Type: Renovation and expansion

Context: Standalone facility

9. **Library System:** Niagara Falls Public Library

Capital Project Name: Stamford Centre Library Renovation (Phase 2)

Dates: Construction started Dec. **2021** with projected completion date TBD

Budget: \$800,000

Size: 8,000 sf (approx.)

Type: Expansion/renovation

Scope: Modernize library services, creating a fully accessible community and digital hub. Library will double in size.

Context: Standalone facility

10. **Library System:** Oakville Public Library
Capital Project Name: Glen Abbey Outdoor Space Renovation
Dates: Constructed started Oct. **2021**. Projected completion Spring 2022
Budget: \$321,000
Size: 1,900 sf outdoor expansion
Type: Renovation/expansion
Scope: Expansion of outdoor space including a functional patio
Context: Standalone facility
11. **Library System:** Oshawa Public Library
Capital Project Name: North Oshawa Community Centre
Dates: City has not released a timeline for the project. Project announced Jan. 18, **2022**
Budget: \$31 M – funded primarily by development charges
Size: TBD
Type: New build
Context: Located at northeast corner of Thornton Rd. N. and the future Britannia Ave. W. extension. Joint facility with multi-use community centre.
12. **Library System:** Toronto Public Library
Capital Project Name: Albert Campbell Branch Renovation
Dates: Construction start date of September **2019** with projected completion of summer 2022.
Budget: \$15,539,000
Size: 26,000 sf
Context: Standalone facility
Type: Renovation and expansion
Scope: Revitalize all public service areas, including programming space. Create zoned areas for adults, teens and children. Incorporate customer service improvements and efficient staff spaces. Increase space for quiet study and collaborative use.
13. **Library System:** Toronto Public Library
Capital Project Name: Armour Heights Branch Renovation
Dates: **2022**
Budget: Not known
Size: 2,988 sf
Scope: Revitalize all public service areas, modernize and upgrade to AODA standards, redesign from entrance and current floor layout, enhance digital computing area, incorporate customer service improvements and efficient staff spaces.
Context: Joint use facility with the Armour Heights Community Centre
Type: Renovation
14. **Library System:** Toronto Public Library
Capital Project Name: Bayview Branch Renovation
Dates: Construction start date **2018** with projected completion of early 2022
Budget: \$15,322,000
Size: 13,418 sf
Context: Joint facility with a daycare, aquatics and recreation centre
Type: Expansion and Relocation
Scope: Branch is being relocated to Bessarian Community Centre

15. **Library System:** Toronto Public Library
Capital Project Name: Bridlewood Branch Renovation
Dates: Not known
Budget: Not known
Size: Branch will expand from 7,500 sf to approximately 20,000 sf
Scope: Expand and modernize to include a variety of work, study and leaning spaces, multipurpose room, addition computers and digital equipment
Context: Storefront (located within Bridlewood Mall). Current branch is being moved to a new storefront location that was vacated by Price Chopper.
Type: Re-location and expansion
16. **Library System:** Toronto Public Library
Capital Project Name: Centennial Branch Renovation
Dates: Design work completed in **2020**. Currently in city approvals and building permits stage.
Budget: Not known
Size: Branch will expand from 6,869 sf to 15,000 sf
Scope: This will be TPL's first Net Zero Branch. Revitalize all public service areas, re-design current floor layout, spaces for collaboration including program space, meeting rooms and quiet study, expanded zones for adult children and teens, new landscape including plaza with seating.
Context: Standalone
Type: Rebuild
17. **Library System:** Toronto Public Library
Capital Project Name: Dawes Road Library & Community Hub Project
Dates: Construction expected to start in **2023**
Budget: \$20M
Size: 20,000 sf
Context: Standalone facility
Type: Rebuild
18. **Library System:** Toronto Public Library
Capital Project Name: Maryvale Branch Renovation
Dates: Construction projected or planned for **2020**
Budget: Not known
Size: Branch will expand to 11,746 sf
Context: Storefront location (located within Parkway Mall)
Type: Re-location and expansion. Branch is moving from its current location to a new storefront location vacated by Shopper's Drug Mart.
Scope: Square footage of branch will almost double in size. Increase collaborative, flexible meeting space and offer a variety of seating. Re-imagine zoned areas for adults, teens and children, large programming space.
19. **Library System:** Toronto Public Library
Capital Project Name: Mount Pleasant Branch Renovation
Dates: Project started early **2021**. Projected to re-open late 2022
Budget: Not known
Size: Not known
Context: Standalone facility
Type: Renovation and expansion

Scope: Relocate and expand the children's area, expand programming space, revitalize main floor Adult area, update and modernize washrooms, incorporate seating options and quiet study, repairs to façade, replacement of front entrance, upgrade to comply with AODA requirements.

20. **Library System:** Toronto Public Library

Capital Project Name: York Woods Branch Renovation

Dates: Project start date September **2019**, estimated completion 2022

Budget: \$8,344,000

Size: 42,176 sf

Context: Standalone facility

Type: Renovation

21. **Library System:** Toronto Public Library

Capital Project Name: Wychwood Branch Renovation

Dates: Construction start date July **2018** with projected completion of mid-2022

Budget: \$15,796,000

Size: 17,000 sf

Context: Standalone facility

Type: Renovation and expansion

Scope: Preserve the 1916 building now declared a heritage property. Increase public service area by approximately 9000 square feet. Revitalize all public service areas.

22. **Library System:** Vaughan Public Library

Capital Project Name: Carville-Block 11 Library

Dates: Not known

Budget: Not known

Size: Not known

Type: New build, located between Dufferin and Bathurst St, near Major Mackenzie Dr.

Context: Joint facility with community and recreation centre

Scope: Multi-use community hub that combines spaces for play, learning, fitness and sports

23. **Library System:** Vaughan Public Library

Capital Project Name: Mackenzie Health Vaughan Library

Dates: Completion Fall **2021**

Budget: Not known

Size: 4000 sf

Type: New build

Context: Joint facility with Cortellucci Vaughan Hospital

24. **Library System:** Vaughan Public Library

Capital Project Name: Maple Library Renovation Project

Dates: Projected completion spring **2022**

Budget: \$3,285,387

Size: 148,000 sf (entire community centre)

Type: Renovation

Context: Joint facility with community and recreation centre

25. **Library System:** Vaughan Public Library

Capital Project Name: Vaughan Metropolitan Centre (VMC) Library and VMC Express Project

Dates: Completion **2022**

Budget: Not known

Size: VMC Library is 9000 sf, VMC Express is 400 sf storefront location

Type: New build

Context: Located within the Pricewaterhouse Cooper Tower in the City's new downtown
"Metropolitan" area