

CAMBRIDGE PUBLIC LIBRARY BOARD

Board Meeting Minutes

June 26, 2024

Regular Board Meeting held at Preston Library - In Person

Present:	Mr. Thomas Sandor (Chair) Ms. Janice Woynarski Mr. Robert Oswald	Mr. Kirk Oliver Coun. Helen Shwery Ms. Colleen Bulla
Staff:	Ms. Chrissy Hodgins Ms. Ellen Lehman Ms. Jamie Kamula	Ms. Janelle McCabe Ms. Jamie Griffis
Regrets:	Ms. Sara Wilbur-Collins Mr. Jose de Lima	Ms. Yasmine Kashefi
Delegation:	Mr. Devin Sisak and Mr. Gary Racine, Cambridge Accessibility Advisory Committee	

The meeting was called to order by the Chair at 4:30pm.

I Acceptance of Agenda

After the board package was circulated, the CEO received a delegation request from members of the Cambridge Accessibility Advisory Committee. Present at the meeting were: Devin Sisak, their Chair, and Gary Racine, Vice-Chair who requested to speak on the matter of accessibility and the Preston Library entrance.

24.22 Moved by Janice Woynarski, seconded by Robert Oswald that the Accessibility Advisory Committee delegation request be accepted and that today's agenda and minutes reflect their attendance.

CARRIED

24.23 Moved by Kirk Oliver, seconded by Colleen Bulla that the Agenda, updated to reflect the delegation, be accepted.

CARRIED

II Disclosure of Pecuniary Interest

There were no disclosures of pecuniary interest.

III Delegation: Cambridge Accessibility Advisory Committee – Devin Sisak, Chair and Gary Racine, Vice-Chair. Topic: Accessibility and the Preston Library Entrance

24.24 Moved by Robert Oswald, seconded by Kirk Oliver that Devin Sisak, Chair, and Gary Racine, Vice-Chair of the Cambridge Accessibility Advisory Committee are approved up to fifteen minutes extra after their initial five minutes to delegate on the topic of accessibility and the Preston Library entrance.

CARRIED

- Devin Sisak, Chair of the Cambridge Accessibility Advisory Committee started with a thank you to Idea Exchange for the accessibility parking space at the back of Preston and the accessible path to the Preston Garden.
- Mr. Sisak and Mr. Racine have asked for three points of calls for action from Idea Exchange:
 - 1) Re-asses all of Idea Exchange AODA requirements and conduct a thorough review with resident users to ensure all measures are met.
 - Mr. Sisak then presented to the Board and expressed his disappointment regarding the accessibility at the front entrance of the Preston location now that the renovation has been completed. Mr. Sisak explained that the slope of the ramp when coming down from the front entrance has the ability to throw patrons that are using it onto the street and noted that the uneven bricks at the sculptures can present a tripping hazard. Mr. Sisak feels that Idea Exchange fell short of the AODA requirements with addressing hazards and safety issues for those with accessibility needs.
 - Mr. Sisak noted that he feels the front entrance at Preston does not meet all the standards and more money should have been spent to improve these areas further.

- Beyond comments related to Preston, Mr. Sisak provided other feedback on the Queen's Square location.
 - 2) Prioritize accessibility as well as practical needs.
 - Lastly, Mr. Sisak and Mr. Racine ended their delegation with the position that as a public institution, it is his opinion that the library should not seek to meet accessibility standards, but exceed them.
 - The delegates suggested that the library seek to collaborate with users and community members
 - 3) Enhance the communication with Cambridge Accessibility Advisory Committee and Idea Exchange
- The Board then provided questions and feedback to Mr. Sisak and Mr. Racine. These questions and comments included:
 - Comment: Mr. Sandor explained that the Preston renovation met all the AODA and legal requirements
 - Comment: Mr. Sandor expressed that the committee had ample time to review the renovation plans for Preston prior to its construction and no issues were brought forward at that time.
 - Comment: both Mr. Sandor and Mr. Oswald expressed concerns over the delegate's (Mr. Sisak) on his article in the Cambridge Time. Mr. Sandor noted that the article by Mr. Sisak was written as a private citizen of Cambridge but because of Mr. Sisak's placement on the Cambridge Accessibility Advisory Committee it could be seen as if he was speaking on the behalf Committee and not as private citizen, which others then could have portrayed it that way as well.
 - During this discussion, the Board Secretary issued a point of order to ensure decorum and respectful dialogue was maintained.
 - Comment: Mr. Oliver observed that Library does seek to provide accessible spaces and services, and will continue to in the future and to always meet the conditions of their requirements.
 - Comment: The Board members expressed their concerns of how Mr. Sisak approached the communication of these matters. The Board believes that to ensure resolutions in the future and to avoid this kind of situation arising again (ex. new Southeast Galt branch build), that the Accessibility Advisory Committee should meet with planning committee monthly to make sure their feedback is heard in advance of the build.
 - Comment: The Board hypothesized whether a joint statement on how they can make process to work together and identify future accessibility needs is kept at the forefront.
 - With no other questions for the delegation, they were thanked for their

time.

Devin Sisak and Gary Racine left the meeting at 5:11pm.

The board paused further conversation on the matter as prior to the delegation request, the matter was also noted as an item within the CEO report to the board under new business.

IV Consent Agenda

a) Minutes of the Previous Meeting: April 24, 2024

Minutes of the previous Gallery Advisory Committee: March 7, 2024

Buzz Report

WRCF Investment reports

24.25 Moved by Robert Oswald, seconded by Kirk Oliver that the items in the Consent Agenda be approved.

CARRIED

V Business Arising from Previous Minutes—to be addressed as item V, d) iv

VI New Business

a) CEO Report

The CEO was pleased to share the following updates:

- Public Libraries and the Public Libraries Act were formerly under the Ministry of Culture, Tourism and Sport (Minister Neil Lumsden). Effective June 6, they will be part of the Ministry of Tourism, Culture and Gaming (Minister Stan Cho). No other details are available at this time, but there is no suggestion that there will be any changes towards public libraries and library service.
- Bill 185 received proclamation. For public libraries, schedule 6 will allow growth-related studies to be re-added to the Development Charges Act; this will help aid funding for future activities such as funding facility master planning and further asset management planning activities.
- Bill 149: the Working for Works Act has been passed. As it pertains to the library, Schedule 2 requires that employers and employees have signed agreements regarding timing and methods of vacation pay. Idea Exchange has updated all employment contract templates to reflect the change, and have issued vacation payment acknowledgement letters to any affected staff. All of this work has been complete and Idea Exchange is in full compliance with the bill.
- O. Reg. 588/17: ASSET MANAGEMENT PLANNING FOR MUNICIPAL INFRASTRUCTURE (Infrastructure for Jobs & Prosperity Act): asset management planning (AMP) is now required for all core and non-core municipal infrastructure assets, including those under regulation of other governing bodies or legislation (such as fire/emergency

services, police boards, and public libraries). The CEO shared details about library services AMP, the information of which will be presented to Cambridge City Council later this month.

- Capital/minor maintenance: a few of the HVAC systems had been strained at Queen's Square and the Old Post Office when the earlier than expected hotter weather set in in June. The Queen's Square issue has been resolved and the Old Post Office is in the process of being resolved.
- As approved by the board last August, and with funding approved by city council in February 2024, Idea Exchange has issued a public tender to replace the self-check out stations.

Idea Exchange is proceeding on activities related to compensation and pay equity review. A consultant, ML Consulting has been hired to conduct the pay equity and compensation review.

Preston Exterior Renovation: the CEO shared with the board additional details related to the renovation and accessibility.

As next step, the board requested that the CEO prepare a report for the board regarding a follow up response to Devin Sisak, Chair and Gary Racine, Vice-Chair of the Cambridge Accessibility Advisory Committee.

24.26 Moved by Janice Woyarski, seconded by Councillor Helen Shwery that the CEO draft a report/follow up in regards to re-visiting the Cambridge Accessibility Advisory Committee delegation.

CARRIED

a) Staff Report- Strategic Plan: Midyear Update on 2024 Actions

Jamie Kamula, Director of Public and Digital Services, presented an update on the launch of the user-friendly mobile application for Idea Exchange that will help members be able to use the catalogue and make the collections more accessible. Ms. Kamula also was happy to report on the on the completion of the Clemens Mill Multi-Sensory Room and how its success will help to create scaled version for the other four locations.

Jamie Griffis, Director of Programming and Promotions, presented on up coming partnerships for the fall, which will look at focusing on a variety of partnerships that will include Hospice Waterloo Region, Canadian Council on Rehabilitation and Work, Starling Community Services (formerly known as Lutherwood), and many others are still in the works. Mr. Griffis also updated the Board on the preparation of the launch of Cambridge Public Library name change with more information that will be provided to the public at the end of August.

Jamie Griffis left the meeting

- b) Staff Report- Financial reports

The report was received for information.

Ellen Lehman left the meeting

- c) Staff Report – Queen’s Square Windows

The report was received for information and discussion.

24.27 Moved by Kirk Oliver, seconded by Colleen Bulla that the Cambridge Public Library Board award the tender for the Queen’s Square Window Replacement capital project to Hall Construction Inc. for the amount of \$149,109.00 excluding HST.

CARRIED

- d) Policy Review

Prevention of Harassment & Discrimination in the Workplace

Prevention of Violence in the Workplace

Acquisition & De-acquisition of Permanent Art (first review)

Statement on Policy Development

The policies were received for information and discussion.

The Board asked that the CEO to review the wording of the Acquisition & De-acquisition of Permanent Art to ensure the language regarding de-acquisition is similar to the other policies and will receive this policy for second review in August.

24.28 Moved by Kirk Oliver, seconded by Janice Woyarski that the Cambridge Public Library Board approve the following policies and policy statement, as presented:

- **Prevention of Harassment & Discrimination in the Workplace**
- **Prevention of Violence in the Workplace**
- **Statement on Policy Development**

CARRIED

- e) Staff Report- Enterprise Risk Management

The report was received for information.

- f) Closed Session: matters relating to the security of the property of the board

Janelle McCabe left the meeting

24.29 Moved by Jan Woyarski, seconded by Colleen Bulla that the Cambridge Public Library Board move to closed session for matters relating to the security of the property of the board.

CARRIED

24.30 Moved by Kirk Oliver, seconded by Colleen Bulla that the Cambridge Public Library Board reconvene in open session.

CARRIED

Jamie Kamula left the meeting

VII Chair's Remarks

VIII Location and Date of Next Regular Board Meeting: August 14, 2024 at 4:30p.m. at Queen's Square

IX Adjournment

24.31 Moved by Kirk Oliver to adjourn at 8:02pm.

CARRIED