



Aurora Public Library Board

MEETING

Wednesday, June 17, 2020

7:00 p.m.

Via video conference

AGENDA

1. Adoption of Agenda
2. Declaration of Conflict of Interest
3. Presentation
 - .1 Andrea Nauss, CPA, CA, Manager, BDO Canada LLP
Re: 2019 Audited Financial Statements and SR2020.15 (enclosure)
4. Minutes of:
 - .1 May 20, 2020 Meeting *(enclosure)*
5. Correspondence
6. Items for Consideration
 - .1 Internet Access Policy Report SR2020.16 *(enclosure)*
 - .2 Fine Free Report SR2020.17
7. Library CEO Updates
 - .1 CEO Updates *(verbal report)*
8. General Business Information/Questions
 - .1 Town of Aurora Report: Library Square Governance *(enclosure)*
 - .2 APL Updates *(enclosure)*
9. Member Announcements
10. Date of Next Meeting: **Wednesday, September 16, 2020**
11. Adjournment

**** Please advise Maida Rae of regrets for attendance, by noon on June 17th by emailing mrae@aurorapl.ca.**

Join Zoom Meeting

<https://us02web.zoom.us/j/84379442003?pwd=cDkzS3F0eGV6bE82WU85d09hOXpLQT09>

Meeting ID: 843 7944 2003

Password: 989258

One tap mobile

+16473744685,,84379442003#,,1#,989258# Canada

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+1 647 374 4685 Canada

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Aurora Public Library

Final Report to the Board of Directors

June 17, 2020

June 17, 2020

Members of the Board of Directors
Aurora Public Library Board
15145 Yonge Street
Aurora Ontario L4G 1M1

Dear Sirs/Madams:

We are pleased to present the results of our audit of the financial statements of Aurora Public Library for the year ended December 31, 2019. The purpose of our report is to summarize certain aspects of the audits that we believe to be of interest to the Board of Directors and should be read in conjunction with the draft financial statements and our draft audit report which is included as Appendix A.

Our audit and therefore this report will not necessarily identify all matters that may be of interest to the Board of Directors in fulfilling its responsibilities.

This report has been prepared solely for the use of the Board of Directors and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.

We wish to express our appreciation for the co-operation we received during the audit from the organization's management and staff who have assisted us in carrying out our work. We look forward to meeting with you to discuss the contents of this report and any other matters that you consider appropriate.

Yours truly,

BDO Canada LLP
Chartered Professional Accountants, Licensed Public Accountants

Giselle Bodkin, CPA, CA
Partner through a Corporation

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STATUS OF THE AUDIT

As of the date of this final report, we have substantially completed our audit of the 2019 financial statements pending the completion of the items highlighted below. These items will need to be completed prior to issuance of our audit report on the financial statements.

COMPLETION OF AUDIT

- Receipt of signed Management representation letter
- Subsequent events review through to financial statement approval date

FINANCIAL STATEMENTS

- Approval of financial statements by the Board of Directors

We conducted our audit in accordance with Canadian generally accepted auditing standards. The objective of our audit was to obtain reasonable, not absolute, assurance about whether the financial statements are free from material misstatement.

TERMS OF REFERENCE

Our overall responsibility is to form and express an opinion on the financial statements. These financial statements are prepared by management, with oversight by those charged with governance. The audit of the financial statements does not relieve management or those charged with governance of their responsibilities. The scope of our work, as confirmed in our engagement letter dated March 7, 2018, and a summary of our proposed fees are set out below.

ENGAGEMENT OBJECTIVES

- Forming and expressing an audit opinion on the financial statements.
- Present significant findings to the Board of Directors including key audit and accounting issues, any significant deficiencies in internal control and any other significant matters arising from our work.
- Provide timely and constructive management letters. This will include deficiencies in internal control identified during our audit.
- Consult regarding accounting and reporting matters as requested throughout the year.
- Work with management towards the timely issuance of financial statements.

INDEPENDENCE

At the core of the provision of external audit services is the concept of independence. Canadian generally accepted auditing standards require us to communicate to the Board of Directors at least annually, all relationships between BDO Canada LLP and its related entities and Client and its related entities, that, in our professional judgment, may reasonably be thought to bear on our independence with respect to the audit of the organization. Refer to Appendix D.

RESPONSIBILITIES

It is important for the Board of Directors to understand the responsibilities that rest with the Library and its management, those that rest with the external auditor and the responsibilities of those charged with governance. BDO's responsibilities are outlined within the annual engagement letter dated March 7, 2018. The oversight and financial reporting responsibilities of management and the Board of Directors are summarized below.

MANAGEMENT'S RESPONSIBILITIES

- Maintain adequate accounting records and maintain an appropriate system of internal control for the Library.
- Select and consistently apply appropriate accounting policies.
- Prepare the annual financial statements.
- Safeguard the Library's assets and take reasonable steps for the prevention and detection of fraud and other irregularities.
- Make available to us, as and when required, all of the Library's accounting records and related financial information.

BOARD OF DIRECTORS' RESPONSIBILITIES

- Oversee the work of the external auditor engaged for the purpose of issuing an independent auditor's report.
- Facilitate the resolution of disagreements between management and the external auditor regarding financial reporting matters.
- Pre-approve all non-audit services to be provided to the Library by the external auditor.
- Review the financial statements before the Library publicly discloses this information.

AUDIT STRATEGY

Our overall audit strategy involves extensive partner and manager involvement in all aspects of the planning and execution of the audit and is based on our overall understanding of the Library.

We perform a risk based audit which allows us to focus our audit effort on higher risk areas and other areas of concern for management and the Board of Directors.

To assess risk accurately, we need to gain a detailed understanding of the Library's business and the environment it operates in. This allows us to identify, assess and respond to the risks of material misstatement.

To identify, assess and respond to risk, we obtain an understanding of the system of internal control in place in order to consider the adequacy of these controls as a basis for the preparation of the financial statements, to determine whether adequate accounting records have been maintained and to assess the adequacy of these controls and records as a basis upon which to design and undertake our audit testing.



Based on our risk assessment, we design an appropriate audit strategy to obtain sufficient assurance to enable us to report on the financial statements.

We choose audit procedures that we believe are the most effective and efficient to reduce audit risk to an acceptable low level. The procedures are a combination of testing the operating effectiveness of internal controls, substantive analytical procedures and other tests of detailed transactions.

Having planned our audit, we perform audit procedures, maintaining an appropriate degree of professional skepticism, in order to collect evidence to support our audit opinion.

MATERIALITY

Misstatements, including omitted financial statement disclosures, are considered to be material if they, individually or in aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

Judgments about materiality are made in light of surrounding circumstances and include an assessment of both quantitative and qualitative factors and can be affected by the size or nature of a misstatement, or a combination of both.

For purposes of our audit, we have set materiality at \$115,000 for the Library.

AUDIT FINDINGS

As part of our ongoing communications with you, we are required to have a discussion on our views about significant qualitative aspects of the organization's accounting practices, including accounting policies, accounting estimates and financial statement disclosures. In order to have a frank and open discussion, these matters will be discussed verbally with you. A summary of the key discussion points are as follows:

ACCOUNTING AND AUDIT MATTERS

Management Override of Controls

Significant Risk

Management is in a unique position to perpetrate fraud because of management's ability to directly or indirectly manipulate accounting records and prepared fraudulent financial statements by overriding controls that otherwise appear to be operating effectively.

Approach

Our planned audit procedures test the appropriateness of journal entries recorded in the general ledger and other adjustments made in the preparation of financial statements. We also obtain an understanding of the business rationale for significant transactions that we become aware of that are outside the normal course of operations for the Library, or that otherwise appear to be unusual given our understanding of the Library and its environment. We review accounting estimates for biases and evaluate whether the circumstances producing the bias, if any, represented a risk of material misstatement due to fraud.

Completeness of Revenue

Significant Risk

In common with many not-for-profit organizations, the Library derives revenue from fines and donations, the completeness of which is not susceptible to satisfactory audit verification.

Approach

The accuracy of revenue from fines and donations will be verified through vouching to the cash receipt. The audit report will be qualified with respect to the completeness of these amounts.

Expensing of Capital Assets

Significant Risk

It was noted that the preliminary balance of purchases was significantly higher than the prior year. Increase were noted in accounts labelled collections and systems development. Based on the significant increase and account names it was noted that capital items may have been incorrectly expensed during the year.

Approach

The details of these purchases accounts will be reviewed and a sample of items will be vouched to invoices. The invoices will be reviewed to determine if the amounts are correctly classified as expenses based on their nature.

ADJUSTED AND UNADJUSTED DIFFERENCES

We have disclosed all significant adjusted and unadjusted differences and disclosure omissions identified through the course of our audit engagement. Each of these items has been discussed with Management.

No unadjusted differences were noted.

MANAGEMENT REPRESENTATIONS

During the course of our audit, management made certain representations to us. These representations were verbal or written and therefore explicit, or they were implied through the financial statements. Management provided representations in response to specific queries from us, as well as unsolicited representations. Such representations were part of the evidence gathered by us to be able to draw reasonable conclusions on which to base our audit opinion.

These representations were documented by including in the audit working papers memoranda of discussions with management and written representations received from management.

FRAUD DISCUSSION

Canadian generally accepted auditing standards require us to discuss fraud risk with the Board of Directors on an annual basis. As an update to the discussion held with the Board of Directors during the planning of our audit, we have prepared the following comments:

Required Discussion	BDO Response	Question to Board of Directors
Details of existing oversight processes with regards to fraud.	Based on our discussions during the planning of our audit, the Board of Directors' oversight processes include: <ul style="list-style-type: none"> • Board of Directors charters; • Discussions at Board of Directors meetings; • Review of related party transactions; and • Consideration of tone at the top. 	Are there any new processes or changes in existing processes relating to fraud since the date of our previous discussions, that we should be aware of?
Knowledge of actual, suspected or alleged fraud.	Currently, we are not aware of any actual, suspected or alleged fraud.	Are you aware of any instances of actual, suspected or alleged fraud affecting the organization?

AUDITORS' RESPONSIBILITIES FOR DETECTING FRAUD

We are responsible for planning and performing the audit to obtain reasonable assurance that the financial statements are free of material misstatements, whether caused by error or fraud, by:

- Identifying and assessing the risks of material misstatement due to fraud;
- Obtaining sufficient and appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and
- Responding appropriately to fraud or suspected fraud identified during the audit.

The likelihood of not detecting a material misstatement resulting from fraud is higher than the likelihood of not detecting a material misstatement resulting from error because fraud may involve collusion as well as sophisticated and carefully organized schemes designed to conceal it.

During the audit, we performed risk assessment procedures and related activities to obtain an understanding of the entity and its environment, including the entity's internal control, to obtain information for use in identifying the risks of material misstatement due to fraud and will make inquiries of management regarding:

- Management's assessment of the risk that the financial statements may be materially misstated due to fraud, including the nature, extent and frequency of such assessments;
- Management's process for identifying and responding to the risks of fraud in the entity, including any specific risks of fraud that management has identified or that have been brought to its attention, or classes of transactions, account balances, or disclosures for which a risk of fraud is likely to exist;
- Management's communication, if any, to those charged with governance regarding its processes for identifying and responding to the risks of fraud in the entity; and
- Management's communication, if any, to employees regarding its view on business practices and ethical behaviour.

In response to our risk assessment and our inquiries of management, we performed procedures to address the assessed risks, including:

- Inquire of management, the Board of Directors, and others related to any knowledge of fraud, suspected fraud or alleged fraud;
- Perform disaggregated analytical procedures and consider unusual or unexpected relationships identified in the planning of our audit;
- Incorporate an element of unpredictability in the selection of the nature, timing and extent of our audit procedures; and
- Perform additional required procedures to address the risk of management's override of controls including:
 - Testing internal controls designed to prevent and detect fraud;
 - Testing the appropriateness of a sample of adjusting journal entries and other adjustments for evidence of the possibility of material misstatement due to fraud;
 - Reviewing accounting estimates for biases that could result in material misstatements due to fraud, including a retrospective review of significant prior years' estimates; and
 - Evaluating the business rationale for significant unusual transactions.

INTERNAL CONTROL MATTERS

During the course of our audit, we performed the following procedures with respect to the organization's internal control environment:

- Documented operating systems to assess the design and implementation of control activities that were relevant to the audit.

- Discussed and considered potential audit risks with management.

The results of these procedures were considered in determining, the extent and nature of substantive audit testing required.

We are required to report to you in writing, significant deficiencies in internal control that we have identified during the audit. A significant deficiency is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

As the purpose of the audit is for us to express an opinion on the organization's financial statements, our audit cannot be expected to disclose all matters that may be of interest to you. As part of our work, we considered internal control relevant to the preparation of the financial statements such that we were able to design appropriate audit procedures. This work was not for the purpose of expressing an opinion on the effectiveness of internal control.

SIGNIFICANT DEFICIENCIES IN INTERNAL CONTROL

Deficiency	Issue and Impact
None noted	None

RELIANCE ON EXPERTS

In order for us to perform adequate audit procedures on certain financial statement areas, we are relying on the work of, and the report prepared by, Nexus Actuarial Consultants LTD. Canadian generally accepted auditing standards require us to communicate with the expert. As in prior years, we discussed the following with Dixon Actuarial Services Inc.:

- The objective and nature of our audit engagement and how we intend to use the expert's findings and report.
- Our assessment of the significance and risk aspects of the engagement that will affect the expert's work.
- The requirement to advise us if they have any relationship with the organization which could impair their judgment or objectivity in the conduct of their engagement.
- The nature, timing and extent of the expert's work and our planned review of it, possibly including review of their working papers.
- Confirmation that the assumptions used in their calculations are consistent with those used in the prior periods and with industry standards.

- Their obligation to advise BDO Canada LLP of any matters up to the estimated audit report date that may affect their calculations and their report.

We asked that the appropriate level of management review the data provided to Nexus Actuarial Consultants LTD. and that they also review the assumptions used and results reported by the expert for reasonableness.

FEES

We estimate our fees for 2019 will be \$2,250 for the audit of the financial statements.

Our estimated fees are based on the time expected to complete the audit and excludes taxes, out of pocket expenses, and internal administration fees and are based upon the following assumptions:

- We will be provided with the requested audit schedules, working papers and descriptions of accounting systems and processes as detailed in our annual requirements letter upon the commencement of fieldwork;
- The draft financial statements, including notes, are prepared to a standard suitable for audit with all balances reconciled to the underlying accounting records;
- There will be minimal adjusting journal entries; and
- The nature of the Library's operations remain consistent with the prior year and there have been no changes in accounting personnel.

In the event that we incur additional charges or we experience delays in completing the audit, we will advise management.

OTHER REQUIRED COMMUNICATIONS

Professional standards require independent auditors to communicate with those charged with governance certain matters in relation to an audit. In addition to the points communicated within this letter, the table below summarizes these additional required communications.

Communication Required	Auditors' Response
Potential effect on the financial statements of any material risks and exposures, such as pending litigation, that are required to be disclosed in the financial statements.	None.
The final draft of the representation letter.	Appendix C.
Material uncertainties related to events and conditions that may cast significant doubt on the Library's ability to continue as a going concern.	None.
Disagreements with management about matters that, individually or in aggregate, could be significant to the Library's financial statements or our audit report.	None.
Matters involving non-compliance with laws and regulations	None.
Significant related party transactions that are not in the normal course of operations and which involve significant judgments made by management concerning measurement or disclosure.	None.
Subsequent events that have caused changes to the audit report	None.
Modifications in opinion	Please see our draft auditor's report included in Appendix A.
Emphasis of matters paragraphs or other matters paragraphs	None.
Significant matters arising from the audit that were discussed or subject to correspondence with management.	None.
Significant accounting policies, estimates and judgments	Audit Results – discussed above.

Unreasonable management's refusal to allow the auditor to send a confirmation request, or the inability to obtain relevant and reliable audit evidence from alternative audit procedures.

None.

Limitation of the scope of the audit imposed by management.

None.

Draft - Subject to Change

APPENDIX A
Draft Auditor's Report

Draft - Subject to Change

Independent Auditor's Report

To the Members of the Aurora Public Library Board:

Qualified Opinion

We have audited the accompanying financial statements of the Aurora Public Library Board (the Entity), which comprise the statement of financial position as at December 31, 2019, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2019, and its results of operations, its change in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Entity derives revenue from fines and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Entity. Therefore, we were not able to determine whether any adjustments might be necessary to fines revenue, donations revenue, annual surplus, and cash flows from operations for the years ended December 31, 2019 and 2018, financial assets as at December 31, 2019 and 2018, and accumulated surplus as at January 1 and December 31 for both the 2019 and 2018 years. Our audit opinion on the financial statements for the year ended December 31, 2018 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Barrie, Ontario
June 17, 2020

APPENDIX B

Unadjusted Differences

Draft - Subject to Change



SUMMARY OF UNADJUSTED DIFFERENCES

No uncorrected misstatements noted during the course of our audit engagement except for the effect of prior year's reversing errors.

	Increase (Decrease)			
	Assets	Liabilities	Equity	Net Income
	\$ -	\$ -	\$ -	\$ -
Total	-	-	-	-
Tax Effect	-	-	-	-
Effect of Prior Year's Reversing Errors	-	-	6,810	(6,810)
Total Unadjusted Differences	\$ -	\$ -	\$ 6,810	\$ (6,810)

APPENDIX C

Representation Letter

Draft - Subject to Change

Aurora Public Library
15145 Yonge St.
Aurora, Ontario
L4G 1M1

June 17, 2020

BDO Canada LLP
Chartered Professional Accountants
300 Lakeshore Drive, Suite 200
Barrie, Ontario
L4N 0B4

This representation letter is provided in connection with your audit of the financial statements of Aurora Public Library for the year ended December 31, 2019, for the purpose of expressing an opinion as to whether the financial statements are presented fairly, in all material respects, in accordance with Canadian public sector accounting standards.

We confirm that to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves:

Financial Statements

We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated March 7, 2018, for the preparation of the financial statements in accordance with Canadian public sector accounting standards; in particular, the financial statements are fairly presented in accordance therewith.

- Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
- Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian public sector accounting standards.
- All events subsequent to the date of the financial statements and for which Canadian public sector accounting standards require adjustment or disclosure have been adjusted or disclosed.
- The financial statements of the entity use appropriate accounting policies that have been properly disclosed and consistently applied.
- The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole. A list of the uncorrected misstatements is attached to the representation letter.
- We have reviewed and approved all journal entries recommended by the practitioners during the audit. A list of the journal entries is attached to the representation letter.

Information Provided

- We have provided you with:
 - access to all information of which we are aware that is relevant to the preparation of the financial statements, such as records, documentation and other matters;
 - additional information that you have requested from us for the purpose of the audit; and
 - unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.

- We are responsible for the design, implementation and maintenance of internal controls to prevent, detect and correct fraud and error, and have communicated to you all deficiencies in internal control of which we are aware.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.

Fraud and Error

- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have disclosed to you all information in relation to fraud or suspected fraud that we are aware of and that affects the entity and involves:
 - management;
 - employees who have significant roles in internal control; or
 - others where the fraud could have a material effect on the financial statements.
- We have disclosed to you all information in relation to allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, analysts, regulators, or others.

General Representations

- There have been no plans or intentions that may materially affect the recognition, measurement, presentation or disclosure of assets and liabilities (actual and contingent).
- There were no direct contingencies or provisions (including those associated with guarantees or indemnification provisions), unusual contractual obligations nor any substantial commitments, whether oral or written, other than in the ordinary course of business, which would materially affect the financial statements or financial position of the entity, except as disclosed in the financial statements.

Other Representations Where the Situation Exists

- We have informed you of all known actual or possible litigation and claims, whether or not they have been discussed with legal counsel. Since there are no actual, outstanding or possible litigation and claims, no disclosure is required in the financial statements.
- Disclosures included in the financial statements regarding the relevant significant business, financial, and reporting impacts of the COVID-19 outbreak accurately reflect management's full consideration of such impacts.

Yours truly,

Signature

Position

Signature

Position

Draft - Subject to Change

APPENDIX D

Independence Letter

Draft - Subject to Change



June 17, 2020

Members of the Board of Directors

Aurora Public Library Board

15145 Yonge Street

Aurora, Ontario L4G 1M1

Dear Members of the Board of Directors:

We have been engaged to audit the financial statements of Aurora Public Library (the "Library") for the year ended December 31, 2019.

Canadian generally accepted auditing standards (GAAS) require that we communicate at least annually with you regarding all relationships between the Library and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, we have considered the applicable legislation and relevant rules of professional conduct and related interpretations prescribed by the appropriate provincial institute/ordre covering such matters as:

- Holding a financial interest, either directly or indirectly in a client;
- Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly,

with a client;

- Economic dependence on a client; and
- Provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters arising since April 3, 2020, the date of our last letter.

We are aware of the following relationships between the Library and us that, in our professional judgment, may reasonably be thought to have influenced our independence. The following relationships represent matters that have occurred from April 3, 2020 to June 17, 2020.

- We have provided assistance in the preparation of the financial statements, including adjusting journal entries and/or bookkeeping services. These services created a self-review threat to our independence since we subsequently expressed an opinion on whether the financial statements presented fairly, in all material respects, the financial position, results of operations and cash flows of the organization in accordance with (relevant GAAP).
- We, therefore, required that the following safeguards be put in place related to the above:
 - Management created the source data for all the accounting entries.
 - Management reviewed and approved all journal entries prepared by us, as well as changes to financial statement presentation and disclosure.
 - Someone other than the preparer reviewed the proposed journal entries and financial statements.

We hereby confirm that we are independent with respect to the Library within the meaning of the Rules of Professional Conduct of the Chartered Professional Accountants of Ontario as of June 17, 2020.

This letter is intended solely for the use of the Board of Directors, Management and others within the Library and should not be used for any other purposes.



Yours truly,

BDO Canada LLP

Chartered Professional Accountants, Licensed Public Accountants

Giselle Bodkin, CPA, CA

Partner through a Corporation

Draft - Subject to Change

Aurora Public Library Board
Financial Statements
For the year ended December 31, 2019

Aurora Public Library Board
Financial Statements
For the year ended December 31, 2019

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Independent Auditor's Report

To the Members of the Aurora Public Library Board:

Qualified Opinion

We have audited the accompanying financial statements of the Aurora Public Library Board (the Entity), which comprise the statement of financial position as at December 31, 2019, and the statements of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Entity as at December 31, 2019, and its results of operations, its change in net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Qualified Opinion

In common with many not-for-profit organizations, the Entity derives revenue from fines and donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Entity. Therefore, we were not able to determine whether any adjustments might be necessary to fines revenue, donations revenue, annual surplus, and cash flows from operations for the years ended December 31, 2019 and 2018, financial assets as at December 31, 2019 and 2018, and accumulated surplus as at January 1 and December 31 for both the 2019 and 2018 years. Our audit opinion on the financial statements for the year ended December 31, 2018 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants, Licensed Public Accountants

Barrie, Ontario
June 17, 2020

Aurora Public Library Board **Statement of Financial Position**

December 31	2019	2018
Financial assets		
Cash	\$ 7,392	\$ 5,428
Receivable from the Corporation of the Town of Aurora (note 2)	218,469	2,080,892
Other receivables	18,860	9
	<u>244,721</u>	<u>2,086,329</u>
Liabilities		
Accounts payable and accrued liabilities	312,035	677,255
Employee benefits liabilities (note 4)	82,500	66,200
	<u>394,535</u>	<u>743,455</u>
Net financial assets (debt)	<u>(149,814)</u>	<u>1,342,874</u>
Non-financial assets		
Tangible capital assets (note 5)	3,750,035	2,259,669
Prepaid expenses	280	-
	<u>3,750,315</u>	<u>2,259,669</u>
Accumulated surplus (note 6)	<u>\$ 3,600,501</u>	<u>\$ 3,602,543</u>

On behalf of the Board

_____ Aurora Public Library Board Chair

_____ Chief Executive Officer

Aurora Public Library Board
Statement of Operations and Accumulated Surplus

For the year ended December 31	Budget 2019 (note 7)	2019	2018
Revenue			
Town of Aurora funding	\$ 3,943,095	\$ 3,943,095	\$ 3,843,100
Provincial operating grants	45,425	45,422	45,422
Grants and other	-	6,075	6,026
Fines and user fees	68,800	64,223	71,154
Interest and other	24,400	37,811	42,240
	<u>4,081,720</u>	<u>4,096,626</u>	<u>4,007,942</u>
Expenses			
Salaries and employee benefits	3,071,965	2,866,119	2,751,141
Services and rent	232,225	182,032	178,091
Materials and supplies	782,530	600,347	295,217
Amortization	450,170	450,170	460,166
	<u>4,536,890</u>	<u>4,098,668</u>	<u>3,684,615</u>
Annual surplus (deficit)	<u>(455,170)</u>	<u>(2,042)</u>	<u>323,327</u>
Accumulated surplus, beginning of year		<u>3,602,543</u>	<u>3,279,216</u>
Accumulated surplus, end of year		<u>\$ 3,600,501</u>	<u>\$ 3,602,543</u>

Aurora Public Library Board
Statement of Change in Net Financial Assets (Debt)

For the year ended December 31	Budget 2019	2019	2018
	(note 7)		
Annual surplus (deficit)	\$ (455,170)	\$ (2,042)	\$ 323,327
Amortization of tangible capital assets	450,170	450,170	460,166
Acquisition of tangible capital assets	(1,940,536)	(1,940,536)	(1,069,032)
Change in prepaid expenses	(280)	(280)	-
Change in net financial assets (debt)	(1,945,816)	(1,492,688)	(285,539)
Net financial assets, beginning of year	1,342,874	1,342,874	1,628,413
Net financial assets (debt), end of year	\$ (602,942)	\$ (149,814)	\$ 1,342,874

Aurora Public Library Board

Statement of Cash Flows

For the year ended December 31	2019	2018
Operating transactions		
Annual surplus	\$ (2,042)	\$ 323,327
Non-cash charges to operations:		
Amortization	450,170	460,166
Changes in non-cash operating working capital:		
Receivable from the Corporation of the Town of Aurora	1,862,423	(389,687)
Other receivables	(18,851)	2
Accounts payable and accrued liabilities	(365,220)	652,042
Employee benefits liabilities	16,300	15,900
Prepaid expenses	(280)	-
Total Operating Transactions	1,942,500	1,061,750
Capital transactions		
Acquisition of tangible capital assets	(1,940,536)	(1,069,032)
Increase (decrease) in cash	1,964	(7,282)
Cash, beginning of year	5,428	12,710
Cash, end of year	\$ 7,392	\$ 5,428

December 31, 2019

1. Summary of Significant Accounting Policies

Management's Responsibility

The financial statements of the Aurora Public Library Board (the "Board") are the responsibility of management. They have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada. The Board is a registered charity and as such, is exempt from income tax under the Canadian Income Tax Act, and may issue income tax receipts to donors. Its primary role is to provide library services to the general public.

Basis of Accounting

Revenue and expenses are reported on the accrual basis of accounting whereby revenue is recognized as it is earned and measurable; and expenses are recognized in the period that goods and services are acquired, a liability is incurred, or transfers are due.

Revenue Recognition

Revenues are recognized as follows:

- a) Municipal contributions are recognized in the period to which the related expenses are incurred.
- b) Development charges, included in municipal contributions, are recognized over the period of services or when required expenses occur if applicable.
- c) Grants
 - Conditional grant revenue is recognized to the extent the conditions imposed on it have been fulfilled.
 - Unconditional grant revenue is recognized when monies are receivable.
- d) Fine and user fee revenue is recognized in the period in which it is collected.
- e) Interest and other income is recognized in the period it is earned.

Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. The principal estimates used in the preparation of these financial statements are the employee benefits liabilities, the estimated useful lives of tangible capital assets and valuation of tangible capital assets. Actual results could differ from management's best estimates as additional information becomes available in the future.

Government Transfers

Government transfers are recognized in the financial statements in the period in which the events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be made.

Aurora Public Library Board

Notes to the Financial Statements

December 31, 2019

1. Summary of Significant Accounting Policies (continued)

Tangible Capital Assets

Tangible capital assets are recorded at cost, less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs. Amortization is recorded on a straight-line basis over the estimated life of the tangible capital asset using the following rates:

Library collection	7 years
Equipment	4 - 10 years
Furniture	10 - 20 years

One half of the annual amortization is charged in the year of acquisition and in the year of disposal.

Tangible capital assets under construction are not amortized until such time that they are available to be put into service.

Non-pension Post-employment Benefits, Compensated Absences & Termination Benefits

The Board accrues its obligations under employee benefit plans as the employees render the services necessary to earn employee future benefits. The Board has adopted the following valuation methods and assumptions:

- a) Actuarial cost method:
Accrued benefit obligations are computed using the projected benefit method prorated on service, as defined in PSAB 3250 and PSAB 3255. The objective under this method is to expense each member's benefit under the plan taking into consideration projections of benefit costs to and during retirement. Under this method an equal portion of total estimated future benefit is attributed to each year of service.
- b) Accounting policies:
Actuarial gains and losses are amortized on a linear basis over the expected average remaining service life ("EARSLS") (expected remaining payment period in respect of the retiring allowance) of members expected to receive benefits under the plan, with amortization commencing in the period following the determination of the gain or loss. Obligations are attributed to the period beginning on the member's date of hire and ending on the expected date of termination, death or retirement, depending on the benefit value.

Pension agreements

The Board makes contributions to the Ontario Municipal Employees' Retirement System ("OMERS"), a multi-employer public sector pension fund, based on the principles of a defined benefit plan, which specifies the amount of the retirement benefit to be received by the employees on the basis of predefined retirement age, length of eligible service and rates of remuneration over a fixed period of time.

Because OMERS is a multi-employer pension plan, any pension plan surpluses or deficits are a joint responsibility of all participating Ontario employers and their employees. As a result, the Board does not recognize any share of the OMERS pension surplus or deficit. Accordingly, contributions made during the year are expensed.

Aurora Public Library Board
Notes to the Financial Statements

December 31, 2019

2. Receivable from the Corporation of the Town of Aurora

At the end of the year, the amount due from the Corporation of the Town of Aurora ("the Town") is as follows:

	2019	2018
Receivable from the Town	\$ 218,469	\$ 2,080,892

The amount receivable from the Town is non-interest bearing and has no fixed terms of repayment. This balance is short-term in nature, reflecting inter-fund balances. For the most part, this balance represents reserves (except Development Charges), accrued liabilities and payables net of cash balance.

Additionally, the Town provides the facilities, including utilities and maintenance for the Board's operations for \$NIL consideration.

3. Pension Agreements

OMERS provides pension services to almost 500,000 active and retired members and approximately 1,000 employers. Each year an independent actuary determines the funding status of OMERS Primary Pension Plan (the Plan) by comparing the actuarial value of invested assets to the estimated present value of all pension benefits that members have earned to date. The most recent actuarial valuation of the Plan was conducted at December 31, 2019. The results of this valuation disclosed total actuarial liabilities of \$107,687 million in respect of benefits accrued for service with actuarial assets at that date of \$104,290 million indicating an actuarial deficit of \$3,397 million. Because OMERS is a multi-employer plan, any pension plan surpluses or deficits are a joint responsibility of Ontario municipal organizations and their employees. As a result, the Aurora Public Library (APL) Board does not recognize any share of the OMERS pension surplus or deficit.

Contributions made by the APL Board to OMERS in 2019 ranged from 9.0% to 14.6% depending on the level of earnings. As a result, \$214,046 (2018 - \$194,999) was contributed to OMERS for current year services.

Aurora Public Library Board
Notes to the Financial Statements

December 31, 2019

4. Employee Benefits Liabilities

	2019	2018
Post-employment benefits - accrued obligation	\$ 60,400	\$ 53,700
Accrued sick leave	22,100	12,500
	\$ 82,500	\$ 66,200

Post-employment benefits

Post-employment benefits are health and dental benefits that are provided to early retirees and employees currently on long-term disability. The Board recognized these post-employment costs as they are earned during the employee's tenure of service.

	2019	2018
Post-employment benefits accrued obligation, beginning of year	\$ 118,400	\$ 109,800
Add: Benefit expense	15,700	15,200
Interest cost	4,400	4,100
Actuarial Losses	17,988	-
Less: Benefits paid for the period	(11,100)	(10,700)
Post-employment benefits accrued obligation, end of year	145,388	118,400
Unamortized actuarial losses	(62,888)	(52,200)
Post-employment benefits - accrued benefit liabilities	\$ 82,500	\$ 66,200

The accrued benefit obligations for the Board's post-employment benefits liability as at December 31, 2019 are based on actuarial valuations for accounting purposes as at December 31, 2019 with projections to December 31, 2022. These actuarial valuations were based on assumptions about future events. The economic assumptions used in these valuations are management's best estimates of expected rates of:

	2019	2018
Expected future inflation rates	1.75%	2.00%
Discount on accrued benefit obligations	3.50%	3.40%
Drug costs escalation	6.75%	8.00%
Other health care costs escalation	4.00%	4.00%
Dental costs escalation	3.75%	4.00%

The amount of benefits paid during the year was \$25,432 (2018 - \$15,220).

Aurora Public Library Board
Notes to the Financial Statements

December 31, 2019

5. Tangible Capital Assets

	2019				
	Library Collection	Equipment	Furniture	Assets Under Construction	Total
Cost					
Balance, beginning of year	\$2,943,777	\$ 644,020	\$ 587,818	\$ 792,665	\$ 4,968,280
Add: Additions during the year	276,467	51,688	376,848	1,235,533	1,940,536
Less: Disposals during the year	(367,638)	(17,040)	-	-	(384,678)
Balance, end of year	<u>2,852,606</u>	<u>678,668</u>	<u>964,666</u>	<u>2,028,198</u>	<u>6,524,138</u>
Accumulated amortization					
Balance, beginning of year	1,676,000	558,791	473,822	-	2,708,613
Add: Amortization during the year	362,255	42,885	45,030	-	450,170
Less: Disposals during the year	(367,638)	(17,042)	-	-	(384,680)
Balance, end of year	<u>1,670,617</u>	<u>584,634</u>	<u>518,852</u>	<u>-</u>	<u>2,774,103</u>
Net book value	<u>\$1,181,989</u>	<u>\$ 94,034</u>	<u>\$ 445,814</u>	<u>\$ 2,028,198</u>	<u>\$ 3,750,035</u>

	2018				
	Library Collection	Equipment	Furniture	Assets Under Construction	Total
Cost					
Balance, beginning of year	\$ 3,051,684	\$ 622,405	\$ 741,831	\$ -	\$ 4,415,920
Add: Additions during the year	253,386	22,981	-	792,665	1,069,032
Less: Disposals during the year	(361,292)	(1,366)	(154,012)	-	(516,670)
Balance, end of year	<u>2,943,777</u>	<u>644,020</u>	<u>587,818</u>	<u>792,665</u>	<u>4,968,282</u>
Accumulated amortization					
Balance, beginning of year	1,661,111	512,451	591,555	-	2,765,117
Add: Amortization during the year	376,181	47,706	36,279	-	460,166
Less: Amortization on disposals	(361,292)	(1,366)	(154,012)	-	(516,670)
Balance, end of year	<u>1,676,000</u>	<u>558,791</u>	<u>473,822</u>	<u>-</u>	<u>2,708,613</u>
Net book value	<u>\$ 1,267,777</u>	<u>\$ 85,229</u>	<u>\$ 113,996</u>	<u>\$ 792,665</u>	<u>\$ 2,259,669</u>

Aurora Public Library Board
Notes to the Financial Statements

December 31, 2019

6. Accumulated Surplus

Accumulated surplus is comprised of the following:

	2019	2018
Surpluses		
General revenue	\$ (2,910,775)	\$ (1,021,407)
Invested in tangible capital assets	3,750,035	2,259,669
Increase to Prepaid Expenses	\$ 280	-
Less: employee benefit liabilities	(82,500)	(66,200)
Total surpluses	757,040	1,172,062
Reserves		
General capital reserve	2,799,208	2,393,649
Aurora Public Library Board Donation and Bequest Reserve	44,253	36,832
Total reserves	2,843,461	2,430,481
Accumulated surplus	\$ 3,600,501	\$ 3,602,543

Invested in tangible capital assets

The investment in tangible capital assets represents amounts already spent and invested in infrastructure and other non-financial assets.

General Capital Reserve

The Town Council has approved the setting aside of any of the Board's operating surplus in a year to a general library capital reserve for future capital projects.

Aurora Public Library Board Donation and Bequest Reserve

The Board has approved a reserve named "The Aurora Public Library Board Donation and Bequest Reserve" ("ALB Donation & Bequest") for future specified/significant donations and bequests received to support special programs or initiatives outside of the annual operating budget. Funds are transferred from the reserve for approved expenditures. If such funds are not fully expended in the approval year, they are held as Unexpended Funds.

DC Reserve Fund - Library Service

The Town levies, collects and holds development charges, a component of which is specifically to fund expansion of library services to accommodate growth. Allocations from these funds are approved by the Library Board as part of the annual budget process. Currently, the Town holds \$3,440,215 (2018 - \$3,864,351) of the Library Service related development charges in their segregated development charges accounts. This reserve fund is not reflected in these financial statements.

Aurora Public Library Board Notes to the Financial Statements

December 31, 2019

7. Budget Reconciliation

The Budget for 2019 adopted by the Board on February 20, 2019 was prepared on a basis not consistent with that used to report actual results (Canadian public sector accounting standards). The budget was prepared on a modified accrual basis, while Canadian public sector accounting standards now require financial statements to be prepared on a full accrual basis. Accordingly, the budget expensed all tangible capital expenditures rather than including an amortization expense. As a result, the budget figures presented in the statements of operations and change in net financial assets represent the 2019 budget adopted by the Board with adjustments as follows:

	Revenue	Expense	Net
Approved net operating funding from the Town of Aurora	\$ 3,843,095	\$ 3,843,095	\$ -
Budgeted grant, fines and user fees	138,625	138,625	-
Total Board approved budget	\$ 3,981,720	\$ 3,981,720	\$ -
Less: capitalized to TCA from operating accounts	-	(276,467)	276,467
transfers to/from other funds	-	(130,000)	130,000
Plus: 2019 Non-TCA capital projects' costs	-	511,467	(511,467)
DC funding from the Town of Aurora	100,000	-	100,000
amortization expense	-	450,170	(450,170)
Adjusted budget per the statement of operations	\$ 4,081,720	\$ 4,536,890	\$ (455,170)

8. Subsequent Events

In March, 2020 the Aurora Public Library along with the rest of the world found itself subject to the COVID-19 pandemic. The magnitude of the impact of COVID-19 on the library is not yet clear, but the existing social distancing measures and economic shut-down impacts have already had material impacts on the library's short-term financial position. Those impacts principally being the closure of its facility to the public resulting in lost revenues and a requirement to place the majority of staff on declared emergency leave. Consequently, an overall net savings is anticipated in the short-term with a return to a new normal over the longer term.



Aurora Public Library Board

MINUTES of MEETING

Wednesday, May 20, 2020

The Aurora Public Library Board held its regular meeting on Wednesday, May 20, 2020 via video conference call.

Present: John Clement, Tom Connor (Chair), Councillor Harold Kim, Adam Mobbs (Vice Chair), Marie Rankel, Ken Turriff

Regrets: Councillor Sandra Humfries

Chief Executive Officer: Bruce Gorman

Staff: Mario Baleno (Acting) Manager, IT; Reccia Mandelcorn, Manager, Community Collaboration; Jodi Marr, Manager, Customer Opportunity; Ashley Nunn-Smith, Manager, Content, Access & Innovation; Maida Rae, HR Coordinator/EA (recorder), Julie Rocca, Business Manager

The Chair called the meeting to order at 07:07 p.m.

Adam Mobbs joined the meeting at 7:08 p.m.

1. **Adoption of the Agenda**

MOTION: **20.05.34**
Moved by: K. Turriff
Seconded by: J. Clement
CARRIED

THAT the Agenda be approved

2. **Disclosure of Interest**

3. **Approval of Minutes:**

.1 Regular meeting of February 19, 2020

MOTION: **20.05.35**
Moved by: M. Rankel
Seconded by: K. Turriff
CARRIED

THAT the Minutes of the February 19, 2020 meeting be approved

.2 Special Meeting of April 2, 2020

MOTION: **20.05.36**

Moved by: J. Clement

Seconded by: Councillor H. Kim

CARRIED

THAT the Minutes of the April 2, 2020 Special Meeting be approved

.3 Special Meeting of April 24, 2020

MOTION: **20.05.37**

Moved by: K. Turriff

Seconded by: M. Rankel

CARRIED

THAT the Minutes of the April 24, 2020 Special Meeting be approved

4. REPORTS

.1 ***2019 Year End Financial Report SR2020.08***

A staff report was issued prior to the meeting.

MOTION: **20.05.38**

Moved by: J. Clement

Seconded by: Councillor H. Kim

CARRIED

THAT the Aurora Public Library Financial Statement for the year ended December 31, 2019 be received

.2 ***First Quarter Operations Report SR2020.09***

A staff report was issued prior to the meeting.

MOTION: **20.05.39**

Moved by: Councillor H. Kim

Seconded by: M. Rankel

CARRIED

THAT the First Quarter Operations Report to March 31, 2020 be approved

The previously approved 2020 Goals and Objectives have been adjusted to account for COVID-19 pivots (new directions or identified opportunities). The purpose of this report is for the Board to approve these new goals and review progress to date.

.3 ***First Quarter Use Indicators DRAFT Report SR2020.10***

A staff report was issued prior to the meeting.

MOTION: **20.05.40**

Moved by: K. Turriff

Seconded by: J. Clement

CARRIED

THAT the Aurora Public Library Board receives the First Quarter Use Indicators DRAFT Report to March 31, 2020 as information

.4 Financial Statement for Period Ending March 31, 2020 SR2020.11

A staff report was issued prior to the meeting.

MOTION: **20.05.41**

Moved by: J. Clement

Seconded by: A. Mobbs

CARRIED

THAT the Aurora Public Library Financial Statement for the period ending March 31, 2020 be received

.5 Finance Sub-committee Terms of Reference Report SR2020.12

A staff report was issued prior to the meeting.

MOTION: **20.05.42**

Moved by: J. Clement

Seconded by: M. Rankel

DEFEATED

THAT the Finance Sub-committee Terms of Reference Report dated May 20, 2020 be received as information, and

THAT the Terms of Reference and Membership of the Financial Sub-committee be reviewed, and

THAT elections for the Finance Sub-committee be conducted at Library Board meeting of May 20, 2020

MOTION: **20.05.43**

Moved by: A. Mobbs

Seconded by: K. Turriff

CARRIED

THAT Library staff review all Aurora Public Library Board committees and bring forward a report for consideration at a future meeting.

The Board elected for Library staff to review all Library Board sub-committees (Finance, CEO Performance Review, and Executive Committee) and report back regarding Terms of Reference for each.

5. Library CEO Updates

.1 CEO Updates

A verbal report was provided at the meeting.

MOTION: **20.05.44**

Moved by: J. Clement

Seconded: K. Turriff

CARRIED

THAT the Library CEO Updates verbal report be received as information

B. Gorman advised that APL will begin offering curbside pick-up service starting Monday,

May 25, 2020. Safety of staff and customers will remain a priority. Six employees returned to work on Tuesday to expand virtual library programming, and to prepare for curbside pick-up service and the eventual reopening of the Library facility.

B. Gorman is also participating in a Cultural Partners group to work together and support other cultural organizations during the COVID-19 pandemic.

He continues to work with Town staff regarding Library Square governance issues and how to mitigate the impact on the Library once construction begins.

It was also noted that the federal government recently announced that it will not permit a top up from the employer to employees receiving the Canada Emergency Response Benefit (CERB) payment. B. Gorman will communicate this to Library staff on Declared Emergency Leave.

.2 APL Activities and SOLS COVID-19 Suggestions SR2020.13

A staff summary was issued prior to the meeting.

MOTION: **20.05.45**

Moved by: J. Clement

Seconded by: K. Turriff

CARRIED

THAT the APL Activities and SOLS COVID-19 Suggestions be received as information

.3 APL Graduated Reopening Plan SR2020.14

A staff report was issued prior to the meeting.

MOTION: **20.05.46**

Moved by: J. Clement

Seconded by: K. Turriff

CARRIED

THAT the APL Graduated Reopening Plan be received as information

A staff team has been established to work with Library management on a graduated reopening plan. The first meeting was held May 15th, 2020.

6. General Business Information/Questions

.1 APL Updates

Articles and photographs were issued prior to the meeting.

MOTION: **20.05.47**

Moved by: J. Clement

Seconded by: K. Turriff

CARRIED

THAT the APL Updates be received as information

Newspaper articles and media coverage from March to mid-May were provided that highlight APL's programs and services.

7. Member Announcements

M. Rankel will attend the upcoming virtual webinar from SOLS re: COVID-19 and will share key information with the Board at the next meeting.

8. Date of Next Meeting

The next meeting is scheduled for Wednesday, June 17, 2020 at 7:00 p.m.

9. Adjournment

MOTION: **20.05.48**

Moved by: A. Mobbs

Seconded by: Councillor H. Kim

CARRIED

THAT the meeting be adjourned
at 8:41 p.m.

T. Connor
Chair

B. Gorman
Chief Executive Officer



Aurora Public Library Board
CORRESPONDENCE
Wednesday, June 17, 2020

- I. Susan Mullin, CFRE, President and CEO
Southlake Foundation

May 18, 2020

Re: Thank you for 3-D printed ear savers

May 18, 2020

Mr. Mario Baleno
Aurora Public Library
15145 Yonge St
Aurora, ON, L4G 1M1

Dear Mr. Baleno:

Your recent donation of Personal Protective Equipment (PPE), 3D printed ear savers, is helping keep Southlake's front-line workers safe while caring for patients as we continue the fight against COVID-19. We can't thank you enough for stepping up during these difficult times to lend your support to our hospital, and our communities.

PPE is among some of the most urgently-needed items at our hospital today. Southlake is facing unprecedented demands as our teams prepare to manage the influx of patients who may require extra precautions during care. Not only are you helping protect our staff who are providing care to those with or suspected to have COVID-19, you are helping to prevent the spread of the virus in hospital and keep other vulnerable patients safe.

At Southlake Foundation, we have always been proud to be part of a large community that truly cares, not just about supporting care, but being a partner in its delivery. During these challenging times, our communities have shown a dedication to leading edge care once again with a generous outpouring of support in any way they can.

While we are doing our best to stay apart, we are still finding incredible ways to come together. As we continue to navigate this situation together, we thank you for your commitment to helping Southlake continue to provide the care our communities need during this critical time.

Sincerely,



Susan Mullin, CFRE
President and CEO



Aurora Public Library Board

REPORT SR2020.16

SUBJECT: *INTERNET ACCESS SERVICE POLICY REPORT*

FROM: Bruce Gorman, Chief Executive Officer

DATE: June 17, 2020

RECOMMENDATION

That the revised *Internet Access Service Policy dated June 17, 2020* be approved.

BACKGROUND

The Internet Access Service Policy was last updated in May 2016. Library staff periodically review policies and make recommendations to the Board to ensure all policies remain relevant and current.

The update to this policy provides further clarity on content filtering and allows customers wider access to popular internet services such as Virtual Private Networks and enhanced e-mail access on mobile devices through the library's wireless service.

Through advancements in technology the Library is now equipped to offer additional internet services to our customers, while keeping its corporate computer network as well as other wifi users secure and safe.

CONCLUSION

The Library remains committed to meeting the needs of its users in accessing the internet whether through the public computers or their personal devices.

The Internet Access Service Policy has been updated to reflect the growing use of personal devices on our wireless internet.

ATTACHMENTS

1. Internet Access Service Policy, June 17, 2020

Assisted by Mario Baleno, Acting Manager, Technology and Operations Support

*Bruce Gorman
Chief Executive Officer*



INTERNET ACCESS SERVICE POLICY

Internet Access Service is provided to registered members of and visitors to Aurora Public Library as part of its mission. This service is intended primarily to be an information resource that complements the Library's traditional resources by providing users with access to a wealth of electronic resources outside of the Library's offerings.

The internet functions in an unregulated, global environment and therefore provides access to a wide variety of resources over which the Library has no control. The information obtained through these electronic resources may not be accurate, complete or current. The internet provides access to information that may be considered controversial, offensive or inappropriate. The Library is not responsible for the content of any resources accessed through its Internet Access Service.

~~The internet provides access to information that may be considered controversial, offensive or inappropriate for children. Parents or guardians are responsible for their children's use of the Internet Access Service.~~

~~The Library provides a mix of filtered and unfiltered internet access workstations. Filtered workstations include commercial filtering software designed to block web sites which may contain pornography and graphic sexual images. However, no filter is 100% effective and the Library will not assume responsibility in the event that the filter is found to be not fully effective. The choice of a filtered or unfiltered workstation for use by a child is the responsibility of that child's parent or guardian.~~

Parents or guardians are responsible for their children's use of the Internet Access Service. Internet access workstations designated for children will include filtering software. This is designed to provide age appropriate material for children. The Library assumes no responsibility for the accuracy or effectiveness of any installed filter. The choice of a filtered workstation for use by a child is the responsibility of that child's parent or guardian.

The Library is not responsible for any data downloaded or created during a session; it is the user's responsibility to ensure that sensitive information pertaining to log-in IDs and passwords are not captured on the workstation as the workstations are for public use.

The Library offers Wireless Internet Access Service which supports open, public, non-secured, non-encrypted internet traffic. ~~operating on standard web browsing protocols only (e.g. http and https).~~ Since reliable and secure connections cannot be guaranteed, use of the wireless network is at the user's own risk.

To protect its network and users, the Library reserves the right to terminate any internet session, including a wireless connection, at any time or to withdraw internet access entirely. The Library also reserves the right to modify or restrict access to the internet, in full or in part, in order to carry out the service priorities of the organization.

Code of Conduct

Users of the Library's Internet Access Service are required to agree and adhere to the following code of conduct:

- To use the internet for educational and information purposes only and not for unauthorized or illegal purposes.
- To not attempt:
 - To modify or gain access to files, passwords or data belonging to others.
 - To seek unauthorized access to any computer **or computer network. system.**
 - To damage or alter the workstation's software or hardware.
- To not send, receive or display text or graphics that are illegal or that may reasonably be construed to be obscene or offensive.
- To not exhibit noisy, threatening or disruptive behaviour or use foul language which disturbs others, when using Library workstations for internet access.

Violation of this code will result in expulsion from the Library and/or loss of Library privileges. Violation of this code also may result in criminal prosecution by appropriate authorities.

Guidelines

To ensure equitable access to the internet and efficient use of resources, the Library has developed procedural guidelines for use of the Internet Access Service as well as for use of wireless access. The Library reserves the right to modify these guidelines when and where appropriate.

Related Policies

1. APL Rules of Conduct

Approval Date:	June 17, 2020	Motion #:
Effective Date:	July 1, 2020	
Date of Last Revision:	May 18 2016	Motion #: 16.05.39



Aurora Public Library Board

**REPORT
SR2020.17**

SUBJECT: Fine Free Report

FROM: Bruce Gorman, C.E.O.

DATE: June 17, 2020

RECOMMENDATION

That Aurora Public Library waive overdue fines for the remainder of 2020.

BACKGROUND

The past number of months have had an untold impact on our community. The economic impact of COVID-19 has been particularly difficult. In an effort to assist our community, the library would like to provide financial relief through overdue fine forgiveness.

FINANCIAL IMPLICATIONS

Foregoing fines for the remainder of the year 2020, would be an estimated revenue loss of \$34,000. Given the state and scale of the health crisis along with the economic impact on our community, the library believes this is a prudent move that will not have a negative impact on library operations.

*Bruce Gorman
Chief Executive Officer*



Subject: Library Square – Governance Review
Prepared by: Phil Rose-Donahoe, Manager of Library Square
Department: Community Services
Date: June 16, 2020

Recommendation

- 1. That Report No. CMS20-012 be received; and**
- 2. That the Not-for-Profit/Municipal Hybrid Model be approved as the governance model for the future operation of Library Square; and**
- 3. That staff work with stakeholders to develop a fees and charges schedule for Library Square and report back to Council at a later date; and**
- 4. That the Director of Community Services form a Space Allocation Working Group comprised of Town staff and key stakeholders that will provide recommendations regarding rental and booking responsibilities for Library Square, including all spaces at 22 Church St. School, the New Addition, Outdoor Square, Bridge and Aurora Public Library; and**
- 5. That the Director of Community Services form a Collaborative Programming Working Group comprised of Town staff and key stakeholders that will provide recommendations regarding program delivery strategies and create a programming and performance schedule for Year 1 and Year 2 of Library Square operations; and**
- 6. That the Director of Community Services form an Information Technology Working Group comprised of Town staff and key stakeholders that will provide recommendations regarding the delivery of IT Services for Library Square, including all spaces at 22 Church St. School, the New Addition, Outdoor Square, Bridge and Aurora Public Library.**

Executive Summary

This report makes recommendations regarding the adoption of the Not-for-profit (NFP)/Municipal Hybrid Model as the preferred option for Library Square and details next steps in implementing this model.

- The Library Square Governance Review was influenced by a number of key messages that emerged during consultation with stakeholders
- As directed by Council, staff further analyzed the feasibility of the Direct Delivery and NFP/Municipal Hybrid models as options for Library Square governance
- Based on the additional analysis, staff believe the NFP/Municipal Hybrid Model is the most viable governance structure for the optimization of cultural service delivery and the overall management of Library Square
- Some of the challenges associated with the NFP/Municipal Hybrid Model can be mitigated by adopting key improvements aimed at enhancing the efficiency and effectiveness of the current structure
- As a first step in implementing the NFP/Municipal Hybrid Model, staff recommend forming three (3) working groups with the purpose of developing the necessary policies, plans and strategies to serve as the operational framework for the NFP/Municipal Hybrid Model and report back at a later date

Background

On March 31, 2020, Council passed the following resolution in regards to Library Square governance:

“That staff be directed to continue to explore the feasibility of the Direct Delivery and Not-for-profit/Municipal Hybrid governance models and report back with further recommendations regarding the most appropriate model for the operation of Library Square.”

Council also determined that given the numerous challenges associated with implementing the Municipal Service Board Model, it was the least feasible model for the future governance of Library Square, and should be removed from further consideration.

Since receiving Council’s direction in March, staff have undertaken additional research, consultation and analysis in determining the best governance model for Library Square, the results of which are detailed in this report.

Analysis

The Library Square Governance Review was influenced by a number of key messages that emerged during consultation with stakeholders

One approach to governance or governance model is not innately superior to another. Rather, governance is a function of an organization's unique competencies, history and mandate. In the case of Library Square, each of the key stakeholders involved in determining the most appropriate governance model for the project – including the Town, Aurora Cultural Centre (ACC) and Aurora Public Library (APL) – operate under particular styles of governance that make it challenging to select one overarching model that is adaptable enough to effectively manage the facility's numerous functions and multiple stakeholders.

While there is not one perfect governance model to choose from, one of the consistent messages throughout the governance review process was that the Town should leverage the resources, skills and expertise already available to it. Each of the Town's main partners on the Library Square initiative have historically exhibited good governance practices and possess proven track records of delivering quality programs and services to the community. Rather than start from scratch, therefore, the Town should adopt a governance model that builds on the past accomplishments and strengths of its partners.

Another common message throughout the review process was that the Town, as owner, is ultimately accountable to the public for the success of this project. Moreover, given the municipality's substantial financial investment in Library Square, the Town should obtain a degree of control over various aspects of the project, such as programming, facility operations, bookings/rentals and IT services. So while the governance model that is chosen should build on earlier successes, it must also allow the Town to exert significant influence over the decision making processes at Library Square once the facility is operational.

One final prevailing message was that the chosen governance model must address whatever duplication of services, programs and processes currently exists. When experiencing all that Library Square will have to offer, the public must receive a unified approach to customer service, parity in rates offered for programs and room rentals, and consistent messaging and communication.

While these messages were driving factors in the continued evaluation of the Direct Delivery and NFP/Municipal Hybrid models, staff also applied the following criteria when analyzing both models:

1. Potential for adverse community reaction;
2. Administrative complexity;
3. Timing;
4. Level of municipal investment;
5. Political sensitivity;
6. Disruption to program and service delivery; and
7. Proven track record of success.

As directed by Council, staff further analyzed the feasibility of the Direct Delivery and Not-for-profit/Municipal Hybrid models as options for Library Square governance

Staff's intention was to host a series of face-to-face workshops with stakeholders, including internal staff, ACC and APL, to undertake a step-by-step analysis of decision-making processes that will occur at Library Square. These workshops were meant to highlight the challenges and opportunities inherent to the Direct Delivery and NFP/Municipal Hybrid models and how they might be mitigated or advanced when applied to the future operation of Library Square. Based on the results of these workshops, and guided by the factors and criteria named above, staff would be in a position to make final recommendations regarding Library Square governance.

However, due to the closures as a result of the COVID-19 pandemic, staff were unable to hold face-to-face workshops as planned, but instead hosted a series of virtual sessions with key individuals. As subject matter experts of their respective fields, each person that was consulted provided insight into how current processes work regarding program delivery, rentals and bookings, IT services, marketing and promotion, museum and heritage services, facility maintenance, and more, identifying the major inputs involved, as well as the deliverables or outputs that are produced.

The following is a list of governance meetings hosted by the Manager of Library Square that informed the content of this report:

- Curator of AMA, April 22, 2020
- Manager of Business Support, Manager of Recreation Services, Manager of Facilities and Curator of AMA, April 23, 2020
- Executive Director, ACC, April 28, 2020

- Manager of Recreation Services, May 4, 2020
- Manager of Business Support, Facilities Booking Administrators, and Supervisor of Customer Service, May 5, 2020
- Aurora Cultural Centre Staff, May 11, 2020
- IT Manager, May 7, 2020
- Director of Community Services and CAO, May 11, 2020
- Chief Executive Officer, Aurora Public Library, May 19, 2020

Based on the additional analysis, staff believe the NFP/Municipal Hybrid Model is the most viable governance structure for the optimization of cultural service delivery and the overall management of Library Square

Direct Delivery Model:

Direct Delivery describes the model wherein the Town, as owner, operates Library Square exclusively as part of the Community Services Department. Under this model, the Community Services Department is responsible for the development and delivery of municipal cultural programming, theatre performances and box office management, museum administration, rentals and bookings, program registration, facility maintenance and repairs, among other responsibilities.

Although the Direct Delivery Model provides some tangible benefits, such as enhanced municipal influence over decision-making and the ability to streamline various processes to better align with current Town practices, transitioning to this model would have major impacts on the Town's relationship with its partners, particularly with the ACC.

Throughout the governance review process, staff regularly heard that the ACC is performing well, have consistently met their key performance indicators, and provide a solid return on the Town's investment. As the Town's main provider of cultural services, it was also suggested that their expertise in delivering cultural services to the community should be leveraged as much as possible. While Direct Delivery allows for this in a limited way, it would also likely have negative impacts on the work being undertaken by the ACC to deliver cultural services on behalf of the municipality, which may in turn result in community pushback to what is perceived as a top-down decision by the Town to "take over" the ACC and cultural programming. Direct Delivery, therefore, poses a number of noteworthy challenges from a political and community perspective that could adversely affect the smooth implementation of this model.

Additional downsides of the Direct Delivery Model include:

- Potentially adverse impact on fundraising for Library Square since some private donors and granting bodies (e.g. Ontario Trillium Foundation) may be less likely to give to municipalities;
- At least in the short term, some artists, artisans, cultural professionals and others, might be less inclined to collaborate with the Town, thereby limiting local creative expression and audience development efforts;
- Perception that municipal structures are overly rigid, or bureaucratic; and
- The higher salary structure associated with Direct Delivery would either require a smaller staff complement or greater municipal investment as a result of higher operating costs.

NFP/Municipal Hybrid Model:

This model describes how 22 Church St. currently operates where the ACC, a not-for-profit/charitable organization, provides cultural services to the community under a Provision of Cultural Services Agreement and Lease Agreement. As a municipal-run entity, the Aurora Museum & Archives (AMA) shares the historic 22 Church St. School with the ACC, where they provide heritage and museum services as a part of the Community Services Department.

Throughout the consultation phase, there was a unanimous feeling that as co-located organizations, the ACC and AMA have successfully provided cultural and heritage programs/services to the community under one roof. Furthermore, many stated that the hybrid model provides a solid foundation on which to build and should be sustained where possible.

Some benefits of the NFP/Municipal Hybrid Model include:

- Expertise in cultural and heritage program and service delivery;
- Proven governance integrity as demonstrated by the ACC's accreditation from Imagine Canada, an organization whose mission is to strengthen Canada's charitable sector;
- Ongoing development of the AMA's collection and important strides in exhibition development and public access to Aurora's material culture;
- Town oversight through the annual budget process, key performance indicator tracking and participation of two Council members on the ACC's board of directors;
- Awareness among the local community and cultural partners of the AMA and ACC as cultural service delivery organizations that are key to the vibrancy of the creative sector;

- ACC support for maintaining a partnership with the Town in the delivery of cultural services under the current governance structure;
- A strong network of partnerships with artists, artisans, performers, heritage experts, volunteers, cultural organizations and professionals that demonstrate the municipality's commitment to local cultural development;
- Similarly, strong audience development experience necessary to support Library Square programming; and
- Access to fundraising sources (e.g. grants and individual giving) not necessarily available to municipalities via the ACC's not-for-profit status.

For these reasons, and given the concerns associated with the Direct Delivery Model, staff believe the NFP/Municipal Hybrid Model is the most viable governance model for Library Square.

Some of the challenges associated with the NFP/Municipal Hybrid Model can be mitigated by adopting key improvements aimed at enhancing the efficiency and effectiveness of the current structure

Although the NFP/Municipal Hybrid Model provides a solid foundation on which to build, it is not perfect and there is an opportunity for the Town to enhance its accountability to the public by exerting greater influence over key aspects of Library Square's operations.

Some of the challenges with the NFP/Municipal Hybrid Model that need to be addressed include:

- Potential for inefficient customer service due to the absence of centralized leadership and a unified direction for the facility as a whole;
- Greater potential for confusion, duplication, and uneven approaches to service and program delivery;
- Unclear as to how the Community Services Department's programming fits into the hybrid governance model;
- Lack of Town control over space allocation and an inability to offset the municipality's investment via rental and booking revenue of a Town-owned space; and
- Challenges in quantifying the Town's in-kind support (e.g. facility cleaning, maintenance, IT support, etc.) to a non-Town entity (i.e. the ACC) on a zero cost-recovery basis.

Therefore, if Council approves the adoption of the NFP/Municipal Hybrid Model for Library Square, the Town will need to continue to work with key stakeholders to determine how best to address these challenges.

As a first step in implementing the NFP/Municipal Hybrid Model, staff recommend forming three (3) working groups with the purpose of developing the necessary policies, plans and strategies to serve as the operational framework for the NFP/Municipal Hybrid Model and report back at a later date

The implementation of the NFP/Municipal Hybrid Model should begin with the formation of the following three (3) working groups:

Space Allocation Working Group: the purpose of this working group will be to review, assess and report on how space across the entire Library Square facility will be allocated and utilized. It will make recommendations on how requests for space are processed and by whom, and one of its key deliverables will be a Space Allocation Policy.

Collaborative Programming Working Group: the purpose of this working group will be to collaborate to determine which programs will be offered at Library Square and which organization(s) is best suited to deliver them. It will develop an integrated approach to planning, implementation, monitoring, and evaluation of programs and services at Library Square. One of the major deliverables will be a proposed programming and performance schedule for the first two years of Library Square operations.

Information Technology Working Group: the purpose of this working group is to develop the necessary strategies, plans, roadmaps and processes regarding the integration and optimization of IT services for Library Square.

At a minimum, each group will be comprised of Town staff and representatives from the ACC and APL. Additional representatives from the Town's Cultural Partners and other community groups may also be consulted as necessary.

Staff will prepare a third Library Square Governance Review report for the fall that proposes further recommendations based on the work undertaken by these working groups. Additional working groups may also be proposed in the fall as attention turns to opening, staffing, and operating the facility.

Advisory Committee Review

Not applicable.

Legal Considerations

If Council approves the NFP/Municipal Hybrid Model, agreements will be entered into, or modified, to define the roles and responsibilities of the partnership and address any other such matters as may be required.

Financial Implications

At this time there are no financial implications of note. As part of the ongoing review of the Town's desired Library Square Governance model, the financial implications of each will be examined at that time. The Town commenced a three year plan to phase into its core operating budget a total incremental amount of \$720,000 in support of the Library Square's operations including its selected governance model.

Communications Considerations

The Town of Aurora will use 'Inform' as the level of engagement for this project. There are five different levels of community engagement to consider, with each level providing the community more involvement in the decision making process. These levels are: Inform, Consult, Involve, Collaborate and Empower. Examples of each can be found in the Community Engagement Policy. These options are based on the International Association of Public Participation (IAP2) Spectrum and assist in establishing guidelines for clearly communicating with our public and managing community engagement. In order to inform the public, this report will be posted to the Town's website and other means of feedback options of the Library Square governance model will be issued at a later date where all stakeholders can participate.

Link to Strategic Plan

The development of Library Square supports the following Strategic Plan goals and key objectives:

Supporting an exceptional quality of life for all in its accomplishment in satisfying requirements in the following key objectives within these goal statements:

- **Invest in sustainable infrastructure**
- **Celebrating and promoting our culture**
- **Encourage an active and healthy lifestyle**

- **Strengthening the fabric of our community**

Enabling a diverse, creative and resilient economy in its accomplishment in satisfying requirements in the following key objectives within these goal statements:

- **Promoting economic opportunities that facilitate the growth of Aurora as a desirable place to do business**

Alternative(s) to the Recommendation

1. Council may direct staff to continue to explore the feasibility of the Direct Delivery Model.
2. Council may provide further direction.

Conclusions

This report presents recommendations regarding Library Square governance. Based on additional research and consultation, staff are seeking Council's direction to move forward with the NFP/Municipal Hybrid Model as the preferred governance model for Library Square. As a first step in implementing this model, staff are proposing the formation of three (3) working groups dedicated to space allocation, collaborative programming and IT services. The policies, plans and strategies developed by these working groups will be presented to Council in the fall, along with additional recommendations regarding the further implementation of the NFP/Municipal Hybrid Model.

Attachments

No attachments.

Previous Reports

CMS19-005 – Library Square Project Update - GC Template, February 12, 2019

FS19-012 – Library Square – Financial Strategy, March 21, 2019

CMS19-009 – Library Square - Proposed Operating Plan, March 21, 2019

CMS 20-008 – Library Square – Governance Review, March 3, 2020

Pre-submission Review

Reviewed by Agenda Management Team May 28, 2020

Departmental Approval

Approved for Agenda

Robin McDougall
Director
Community Services

Doug Nadorozny
Chief Administrative Officer



Heritage Toronto on Facebook and Twitter

Heritage Toronto

5 hrs ·

For [#AsianHeritageMonth](#), artist Lillian Michiko Blakey talks about her early years in Toronto on the Danforth - from neighbourhood life, her home above a [#drycleaning](#) shop, to personal memories of [#AfricanViolets](#) and [#potatosoup](#). HT [Aurora Public Library, Ontario](#)

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African Violets and Sakura

A Podcast Featuring Lillian Michiko Blakey Lillian Michiko Blakey is a sansei, a third generation Canadian. She is also an artist whose work tells the story ...

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, artist Lillian Michiko Blakey talks about her early years in Toronto on the Danforth - from neighbourhood life, her home above a [#drycleaning](#) shop, to personal memories of [#AfricanViolets](#) and [#potatosoup](#). HT

[@APLtweets](#)

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youtube.com

12:05 PM · May 20, 2020 · [Twitter Web Client](#)

Get your reading fix with Aurora Public Library's curbside pick-up service

Program launches May 25

News May 25, 2020 by [Lisa Queen](#) Aurora Banner



The Aurora Public Library is launching its curbside pick-up service May 25. - Steve Somerville/Torstar

Have you missed going to the Aurora Public Library during the coronavirus pandemic?

Beginning May 25, you will be able to start reading library books, watching movies, playing video games and more.

The library is launching curbside pick-up of its materials.

Members can place holds on items currently on the shelves, a significant expansion of library services. The service provides safe access to collections during the facility's closure.

Curbside pick-up is easy.

Place holds on items by visiting aurora.bibliocommons.com

When your items are ready to be picked up, you will receive an email notification with curbside pickup instructions.

Bring your APL card number, park in a designated spot and text "check in" to the number on the sign.

Curbside pickup hours are 11 a.m. to 6 p.m. Monday to Saturday.

Holds can be placed on items now and curbside pick-up begins May 25.

Overdue fines will not be charged while the library remains closed during COVID-19 restrictions.

Aurora Public Library resumes service with Curbside Pickup

By Brock Weir

Has COVID-19 stood in the way of checking out the latest bestseller, the latest movie release or the hottest video game rental from the Aurora Public Library? If you hold a Library card, everything is now just a click – and a curb – away.

On Monday, the Aurora Public Library (APL) returned to a new kind of normal, launching a curbside pickup of movies, video games and more. The new service will allow members to place holds on items currently on APL's shelves and, after providing the Library with your card number, have books, games, and other physical media popped by Library staff into your trunk to enjoy at home.

The new service is a significant expansion of the limited services APL has been offering the community since emergency orders shuttered their building at Yonge and Church – and, for members of the Library team, it is a welcome return to normalcy.

“This is something we were preparing for throughout the closure, knowing that it might be an eventuality with some stores like hardware stores offering curbside pickup,” says Ashely Nunn-Smith, Manager of Content, Access and Innovation for the APL. “When the government announced last Thursday that we could start it, we were really happy to put the wheels in motion. We have brought some staff back to implement the service, our frontline staff started last Tuesday to prepare.”

For the APL, seeing a flattening of the curve was the biggest hurdle in getting the curbside program in place.

“We wanted to see that happening before we put any of our staff or our customers at any more risk than we needed to,” she explains. “Now that the Government has said we can slowly start to re-open things, we’re in a good position and we have processes in place. Obviously, masks, gloves and quarantine for items [based on] how the virus can live on different services and all of those things are in place to make sure that our staff and our customers will be safe.”

In order to take full advantage of the curbside service, you first need to have a library card – either a physical card, or

an electronic card, an option launched at the beginning of the pandemic. With your library card number in hand, you can log onto APL's website at aurorapl.ca to browse the catalogue.

If something tickles your fancy, you can place a hold on a book, movie, or video game, and, if available, the item will be pulled for you by Library staff.

Once the item is secured, you will receive an email notification with pickup instructions.

Parking spots outside the Library will be numbered and the sign on your appointed parking spot will have instructions on how to text your unique check-in number to the Library and a staff member will come out with your holds and pop them into the trunk of your car.

“There is no physical contact between the staff and customers,” says Ms. Nunn-Smith. “Customers will stay in their car to make sure everyone is safe – and you just need to pop the trunk. Now that we’re at this starting-to-reopen stage, we can do these things knowing we’re not putting anyone in harm’s way.”

Inside the Library, staff have been glad to be back, maintaining social distance while they get everything back up and running.

“We want to serve our customers and while we are still serving by offering virtual programs and all of our digital services, we wanted to have a fuller service,” she says. “This is the first step in that direction as we gear up for an eventual return to normal. It’s not back to business as usual, but it is a step in the right direction.”


In the meantime, if you are looking for Library programming, Ms. Nunn-Smith encourages people to log onto their website or find them on Facebook to enjoy an array of virtual programming.

“We have done a series of Facebook Live escape rooms, writing contests, weekend writing prompts, virtual story times, read-alouds, book clubs and our staff are really putting a lot of work into translating what people might come to the physical library for into a virtual platform. I would just encourage people to go onto our website or social media and give some of them a try. They can see the smiling staff faces they’re used to seeing in person through the computer!”



Aurora Public Library staffers Christine Kalan-Tidman and Mariana Tarcenco are pictured at the APL on Tuesday morning as they served patrons in the Library's new curbside pickup model.

Auroran photo by Ashley Nunn-Smith



TOWN OF AURORA
PUBLIC NOTICE

NOTICE OF PUBLIC PLANNING MEETING

AURORA TOWN COUNCIL will hold a Statutory Public Meeting to receive input on a proposed Official Plan Amendment and Zoning By-law Amendment Applications

Tuesday, June 9, 2020 at 7 p.m.

APPLICATION: The proposed Official Plan Amendment seeks to re-designate the subject lands as “Business Park – Special Policy Area 1” in its entirety; to add “Motor Vehicle Sales Establishment” and “Commercial Self-Storage Facility” as permitted uses; and to add and amend site specific policies. The proposed Zoning By-law Amendment Application facilitates the development of the subject lands in accordance with the proposed Official Plan Amendments; and recognizes site-specific requirements to implement the proposed development.

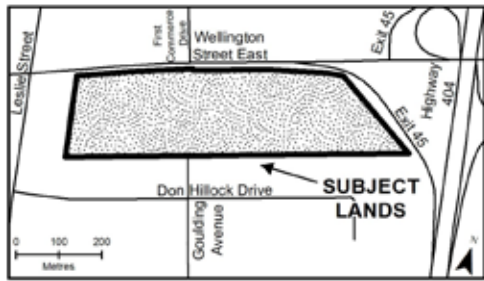
PROPERTY: 1623 Wellington Street East

LEGAL DESCRIPTION: Concession 3, Part Lot 20

APPLICANT: 1623 Wellington Street Developments Limited

FILE NUMBERS: OPA-2020-02 and ZBA-2020-02

RELATED APPLICATIONS: SP-2018-05 and C-2020-01



PROCEDURAL INFORMATION:

At this time, the Municipal Offices are closed and meetings are being held electronically in accordance with recent amendments to the Municipal Act. Meetings will be live streamed at: [Youtube.com/user/Townofaurora2012/videos](https://www.youtube.com/user/Townofaurora2012/videos). Delegations will be allowed in writing, by video conference and by phone. To delegate at a meeting, please visit aurora.ca/participation for further information. The Planning Report PDS20-040 will be made available the Tuesday before the Public Planning Meeting date on the Town's website, by visiting the Agendas and Minutes section, located at: Aurora.ca/agendas

ADDITIONAL INFORMATION:

Additional information and material regarding the proposed Official Plan and Zoning By-law Amendment Applications is available for public inspection at the Town of Aurora office located at 100 John West Way, Aurora, ON, L4G 6J1. Please contact **Matthew Peverini** of the Planning and Development Services Department at 905-727-3123 extension 4350. Comments may also be mailed to the Planning and Development Services Department at the same address above, faxed to 905-726-4736 or emailed to planning@aurora.ca prior to the meeting. Please quote the File Name and Numbers.

INFORMATION ABOUT PRESERVING YOUR APPEAL RIGHTS:

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Town of Aurora or the Regional Municipality of York, as the case may be, to the Local Planning Appeal Tribunal (LPAT) but the person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Aurora or Regional Municipality of York, as the case may be, before the proposed Official Plan Amendment is adopted and the proposed and Zoning By-law Amendment is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Aurora before the proposed Official Plan amendment is adopted and the proposed by-law passed, the person or public body may not be added as a party to the hearing of an appeal before the LPAT unless in the opinion of the LPAT, there are reasonable grounds to add the person or public body as a party.

If you wish to be notified of the decision of the Council of the Town of Aurora, or the Regional Municipality of York, as the case may be, on the proposed Official Plan and Zoning By-law Amendments, you must make a written request to the Town of Aurora to the attention of the Director of Planning and Development Services.

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DATED at the Town of Aurora, this 28th day of May, 2020.

Town of Aurora 100 John West Way, Aurora, ON L4G 6J1
aurora.ca/publicnotices • 905-727-1375

Briefly

AURORA MAN KILLED IN INDUSTRIAL ACCIDENT

A 51-year-old Aurora man is dead following an industrial accident in Vaughan. Investigators with the York Regional Police Major Collision Investigation Unit, working alongside investigators from the Ministry of Labour, are appealing for witnesses to come forward following the fatal accident. “On Tuesday, May 19, at approximately 4 p.m. York Regional Police responded to a report that a man had been pinned between two transport trucks at a trucking yard located on Kirby Road, near Keele Street,” said Constable Laura Nicolle. “When Police arrived on the scene, they located a 51-year-old man from the Town of Aurora who was sadly pronounced deceased. “Any witnesses who have not yet spoken with Police are being asked to please come forward.” Anyone with information is asked to contact the York Regional Police Major Collision Investigation Unit at 1-866-576-5423 x7704. Individuals may also call Crime Stoppers anonymously at 1-800-222-TIPS or leave an anonymous tip online at www.1800222TIPS.com.

FAMILY INJURED IN APPARENT DOG ATTACK

Two adults and two children were hospitalized Thursday with serious but non-life-threatening injuries following an apparent dog attack in the neighbourhood of Vines Place, near Bayview Avenue and Vandorf Sideroad. The attack took place around 8.45 p.m. YRP Constable Laura Nicolle says the family dog attacked four people in the home and the mother had to fatally stab the dog to get it to let go of one of the children.



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The Signs You See Everywhere!



Siblings Bradshaw and Asia Sinkovic perform in their Hollandview Trail driveway last week, collecting donations and raising money for the Aurora Food Pantry. Catch them each Friday night at 7 p.m. (Rain Date: Saturdays at 4 p.m.)
Auroran photos by Glenn Rodger

Musical siblings turn Friday night driveway jam sessions into a way to help community

By Brock Weir

Asia and Bradshaw Sinkovic have become a formidable musical duo. For the past month, the Aurora siblings – with Asia on vocals and

Bradshaw on drums – have been performing in their Hollandview Trail driveway, attracting neighbours and passers-by for their Friday night jams. Over time, this impromptu concert has not only become a

weekly tradition for residents in the neighbourhood, but a way for the community as a whole to give back to local residents in need. Their audiences numbered at just a handful when they first came outside to flex their musical muscles, but these numbers have swelled with each passing week.

Just a few weeks ago, the double act became a temporary trio when a York Region Paramedic, guitar in hand, joined in the fun. “One Friday, it was pretty cold so instead of performing, I thought I would come outside and bang some pots instead of setting up to perform,” says Bradshaw. “I started to bang and I saw there was a paramedic supervisor [on the street] saying something. I stopped and he asked if we were playing that night. I said we weren’t planning on it, and he said, ‘Could you? We have eight other ambulances and a bus coming over.’” Their audience was more than just a handful or two that particular week; off-duty ambulances lined the street to take in the performance, and Friday night jams are going from strength to strength, evolving from just an evening of music to a

musical evening for a cause – the Aurora Food Pantry – where music lovers are encouraged to bring food donations to each performance. The Aurora Food Pantry was selected as the recipient charity by Bradshaw after researching the needs facing Aurora residents at this difficult time.

“We had been doing this for more than a month before we came up with the idea of doing it for the Food Pantry,” says Asia, a student at Richmond Hill’s Alexander Mackenzie High School. “We wanted to give back to our community not only in a musical way but also being able to provide something because COVID-19 has brought a lot of homes down financially and they aren’t able to get food. We really wanted to give back to them.” While Bradshaw picked the charity after researching needs facing Aurora residents as a result of the pandemic, they are also performing for a reason that hits very close to home.

When the microphone and drum kit are put away, their backdrop remains in place – a hockey net draped in the Canadian flag emblazoned with a sign thanking frontline workers for the work they are doing every day to fight the virus.

Not only is their next-door neighbour a frontline worker in their capacity as a paramedic, Asia and Bradshaw’s mother, Chandra, is a palliative care nurse at Southlake Regional Health Centre. “I am very proud of my mom,” says Asia. “I am honoured to perform and make signs because it is helping people like her. It is empowering for me and it’s for her and the entire community.”

Adds Bradshaw: “It makes me feel really glad I am able to do something to brighten people’s spirits.” And there is something to brighten everybody’s spirits each Friday night. The siblings take pride in the fact their loose musical programs offer something for everyone. They come by these eclectic musical tastes honestly, growing up with parents who never shied away from exposing them to the classics, everything from 1950s pop, to Led Zeppelin, and even to Nickelback.

“We want to bring genres of music that everyone enjoys, so everyone gets a taste of everything,” says Asia, an active member at Marquee Theatrical Productions who, until the pandemic forced its cancellation, was poised to tread the boards in an upcoming production of West Side Story.

“We have some songs that people might not always hear, and some songs that everyone knows,” adds Bradshaw, noting he is particularly into “prog-rock” and, as a drummer, takes his cues from late Rush drummer Neil Peart. “He was a big influence on the style of what I do. I want to drum professionally for my career, so this is a great way to get myself out there and give back to the community.”

To take in the Friday night jam sessions, grab something to donate to the Aurora Food Pantry and head over to 237 Hollandview Trail for 7 p.m. In the event of inclement weather, the siblings perform on Saturday afternoon at 4 p.m.

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- Stress Management Using Mindfulness**
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What does
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mean to you?

PHOTOGRAPHY CONTEST

In her novel Scarborough Catherine Hernandez offers a glimpse into a community that finds dignity in unexpected places. COVID-19 has made us look at community in new ways.

The Challenge: Submissions must respect the physical distancing we are currently practicing to keep our community safe.

Send your entry to: brock@auroran.com | Contest Deadline: Friday October 30, 2020

RULES, TERMS & CONDITIONS:

- * There are two categories: Youth (Ages 14 - 17) and Adult (Ages 18+)
- * Photographs can be raw or digitally enhanced, but must be high-res for print
- * Winning photographs will be published in the Auroran
- * Winners will be announced at the OBOA grand finale on November 14, 2020
- * APL Employees/Board members/Judges and their immediate families are ineligible to win

1st Place in each category: \$50 Gift Certificate
2nd Place in each category: \$25 Gift Certificate



One Book | One Aurora



Sexual health and harm reduction in focus for Pride Month

By Brock Weir

Many things have been paused or stopped all together as a result of COVID-19, but sex isn't one of them, according to CAYR Community Connections, formerly the AIDS Committee of York Region.

And this is an issue that will be tackled head-on by CAYR and the Aurora Public Library next week to mark Pride Month.

On Friday, June 19, the CAYR and the APL will host Q&Gay: A Pride-inspired sexual health event on safe sex and harm reduction as it relates to communities in York Region.

Two sessions, one for youth between the ages of 12 and 16, and one for those 17 years-of-age or older, will offer each demographic the chance to ask questions in a safe virtual space moderated by CAYR.

"This is a safe space where folks will be able to celebrate who they are, ask questions about queer life, about sexual health, their physical health, and it will be an outlet to allow the community to come together again," says CAYR's Lorcan O'Donnell, who says it has been a challenge to find spaces online and otherwise that are affirming to York Region's 2SLGBTQ community. "Pride is one of those one weeks of the year where folks get to really be themselves, be celebrated and recognized as the vibrant and beautiful

community we are. We want to make sure there was still a space to celebrate that this year, even though it would not be happening in the traditional sense."

The APL has long been such an affirming space, with events and initiatives for the 2SLGBTQ+ community a regular feature of Pride month and all year round. Before the COVID-19 pandemic hit, the APL was set to host a record number of events, but the ongoing health emergency forced a significant re-think.

"We had to think about how we could pivot some of our programs for an online experience where everybody could both celebrate, learn and remember," says Reccia Mandelcorn, Manager of Community Collaboration for the APL. "Conversations went back and forth and, thanks to our partners who have the knowledge, they came up with this idea.

"We totally ran with it because we especially love that in involves two demographics because we know there are different questions they will have, different conversations. We did our part with posters and marketing, we talked about content, but we're giving it over to the experts and we're so delighted to be allowed to be part of this celebration with our partners."

Promoting sexual health and harm reduction has been a key mandate of CAYR Community Connections since its inception for both men and women. It is a matter of education, says Mr.

O'Donnell, and addresses gaps in education that can be found elsewhere.

"When Queer folks in particular are growing up, they don't get the same type of...safe sex education like a lot of the general population," he says. "A lot of it is focused on men and women having sex and procreating to have a baby when there isn't a lot of time given over to the intricacies of Queer sex and how Queer people are disproportionately represented in terms of HIV rates and substance abuse. We're trying to bridge the gap so they are informed about their sex life and able to make empowered decisions about the sex that they want."

Since the June 19 event was announced last week, question from both age groups have been rolling in.

Safety is a key aspect, say organizers, as are questions about relationships and intimacy.

"Day in and day out, young people in particular are asking about consent, which is a big issue," says Mr. O'Donnell. "People are asking about navigating online spaces and navigating hookup apps, navigating social media and just general safe sex questions about accessing things like PrEP for folks that are trying to avoid contracting HIV."

Harm reduction is also a particular focus. Given the geographic and demographic diversity of York Region, reaching out to the community as a whole in this regard hasn't always been easy. Before the pandemic, people would come to the CAYR office for harm reduction supplies like condoms, needles and meth smoking kits. While these items, of course, can't be handed out in a virtual setting, the new format allows CAYR to reach wide groups and, given the fact one can turn off their camera before coming into the virtual session, create a safe and, if needed, anonymous space.

"After finishing these talks, there is a huge sense that the work we are doing is really important and the work that we're doing isn't being done by other organizations and we're really filling a space here where young folks in particular are in need of non-judgemental spaces, non-judgemental and open conversations where they feel comfortable enough to maybe ask questions they haven't been able to

ask before. When you provide a space where people are feeling comfortable, you really do come away with a sense that the work is really worth doing."

This is a sentiment to which Ms. Mandelcorn agrees.

"We went online because we didn't have a choice because of the current pandemic, but I think for some people this will actually be a good thing because you can be seen or not seen, you don't have to come out, and you can ask in a non-judgemental space and get important answers," she says. "In some ways, I would like to see even when we're back in 'real people time' I would love to see some of these things continue online because I think there are people who need this online in the safety of their own homes as well."

Q&Gay: A Pride-Inspired Sexual Health Event will take place Friday, June 19. Session 1 for individuals 17-years-of-age or older, will take place from 12 noon to 1.30 p.m. Register at bit.ly/2XnuqkG. Session 2, for individuals between the ages of 12 and 16, will take place from 4 – 5.30 p.m. Register at bit.ly/2BUKD4. Questions can also be submitted anonymously at bit.ly/2XntKf8.

Residents will be asked to weigh in on proposal

From page 2

Crescent and Tecumseh because of the one-way traffic," he told Council following a motion from Councillor Wendy Gaertner to proceed with the residents' recommendations. "It results in an increase of travel distance as well, particularly for emergency vehicles, and we're also concerned about compliance and the presence of York Regional Police in terms of any enforcement. We're not sure they will actually enforce the one-way signage because they have other issues to deal with. I think, at the end of the day, we're concerned about creating another Centre Street and that's cars travelling the wrong way and residents upset about it and we're back at the table with a solution to...something that could be avoided just by remaining a two-way street."

Following Mr. Waters' opinion, Council agreed that fine details needed to be hammered out, but it was still an idea worth exploring – and finding out if neighbours agreed with the delegates in the first place.

"I am always concerned when we put forward traffic amendments or changes without getting staff to weigh in and provide their professional opinion," said Councillor Michael Thompson. "If Council [wanted] to consider the various options, then, at a minimum, it should be referred back to staff so they can provide us with their input and their expertise."

Councillor Harold Kim agreed, noting he was "appreciative" of the residents'

suggestions.

"At the surface level, it may seem like it was wisely thought out, but I had the same internal discussions with staff and what Mr. Waters has stated to me... I can't support the one-way street. It is no different from residents saying 'we should change the width of a road from eight metres to six metres' – those are things that we want the professionals and our staff to weigh in and they have weighed in."

But Councillor John Gallo said he was interested in getting a fulsome report.

"I don't have an issue sending it back to staff to review it and come back to us with a formal report and, perhaps, some sense of if the community wants this or not, or how effective it will be," he said.

Councillor Gaertner supported this, putting forward a motion that a one-way option be sent back to staff for further consideration, along with a traffic study to determine whether such a pilot project should remain temporary or be made a long-term measure.

But, while the motion passed, some Councillors were unconvinced – including Councillors Kim and Rachel Gilliland.

"I feel like we're swaying our attention in a whole other direction and opening up a different can of worms that may require a different kind of focus," said Councillor Gilliland. "I really, truly believe we need to be using our resources on the layby and the sidewalk – what we were originally discussing here today."




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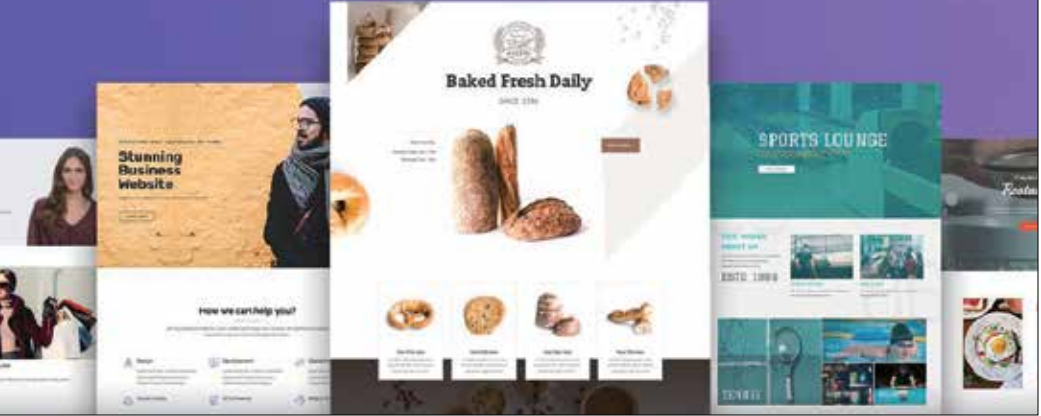
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The Aurora Museum & Archives is celebrating...

Sewing Machine Day! (June 13)

This children's sewing machine was manufactured by Singer and is made out of cast iron, which makes it very heavy. The company first launched their line of children's sewing machines in 1910 and they were wildly popular. The machine was manual and young sewers would operate it by turning the hand crank wheel at the back.



Welcome to Library Land

By Reccia Mandelcorn

On a weekly six-foot social distance walk I enjoy with my daughter, a question we ask that tells us what's occupying our time and headspace is what we are reading. I live amongst books; I raised a reader and we both write. So, the question comes as no surprise. But this time, in the midst of pandemic reading lists, I considered my response in more depth.

My preference for reading format has definitely been co-opted by the virus. No longer able to select print for in-bed reading and ebooks for travel and mealtimes, I have moved exclusively to the digital format after devouring the remaining unread print books on my shelves. Perhaps this is a temporary shift due to access, or alternatively, a canary in the mines for future collection development.

The cost to libraries for ebooks has been a subject of great contention. Libraries have been advocating for more reasonable prices and terms from multinational publishers, who charge us as much as three to five times more for ebooks than the consumer price, while caps and time limits on use cause havoc for librarians managing collections.

During the pandemic, several publishers have lifted their embargo on the number of copies of new titles libraries can purchase as well as lowering costs. Living in Library Land, I wonder what will emerge when we enter a new normal and entertain different purchasing models with the publishing industry and changing preferences by consumers.

As an avid reader, ebooks have been my salvation during this pandemic. But when we are back to a new normal, what will this mean for my reading habits? Will the shift be to a preference for digital? And as studies consistently show that reading on screen differs from reading on paper, I wonder about the changes in how our brains will interpret and process narrative and poetry.

When sheltering at home, I had great expectations for my pandemic reading list. I knew that at this stage of my life, I would not be conquering James Joyce's Ulysses, but I had hoped to immerse myself in complex literary works and political treatises that I always said I would read "if only I had the time."

I have learned that working from home doesn't mean more time; it means different time. So days and hours blend, and I find myself unable to concentrate on heavy reading. In fact, reading for me has become a welcome escape from the daily headlines. I have made room on my digital shelves for mysteries, memoirs and historical fiction. I have rediscovered favourite Canadian authors like Mordecai Richler and enjoyed new finds like Cherie Demiline and Laisha Rosnau.

I know when I am back at work, I will be asked what I was reading during the great pandemic. I will say that my reading taste has been surprisingly eclectic. I found myself exploring the perspectives of disability activist, Amanda Leduc, and Indigenous author, *Alicia Elliott*. And I will also say how grateful I am for Louise Penny and Elizabeth Gilbert, whose fiction transported me to alternate landscapes that got me through this most challenging time.

Reccia Mandelcorn is the Manager, Community Collaboration at Aurora Public Library. The opinions expressed in this column reflect her personal thoughts about the engagement of community with their public library.

Unprecedented Fight Continues



Parsa's Perspective

Michael Parsa, MPP
Aurora-Oak Ridges-Richmond Hill

As you are reading this, we are approaching the third month of our challenging and unprecedented fight against COVID-19.

Like other countries and jurisdictions around the world, we have taken some strong measures, and made some painstaking sacrifices, to combat this threat.

The choices we have made have not been easy, and have undoubtedly led to difficulties that have never been experienced before; however, it is precisely because of these tough decisions, and difficult measures, that we currently lay on the precipice of defeating the spread of this virus, and safeguarding the lives of thousands, if not millions.

Since I last wrote to you, we were in the midst of re-opening the province in

a phased and gradual manner.

Well, I am happy to report that following our consultations with the Chief Medical Officer of Health and local health officials, the government is moving forward with a regional approach to Stage 2 of reopening the province.

A full list of the re-opening regions, businesses, and services can be found on the Ontario.ca website.

I should also note, as of this Friday, June 12, 2020 at 12:01 a.m., the province will increase the limit on social gatherings from 5 to 10 people across the province, regardless of whether a region has moved to Stage 2.

Additionally, all places of worship in Ontario will also be permitted to open with physical distancing in place and attendance limited to no more than 30 per cent of the building capacity to

ensure the safety of worshippers.

I know that the last several months have been profoundly difficult for all Ontarians, and words cannot begin to describe the challenges that so many have had to endure.

There have been no easy choices, but we are beginning to see the light at the end of the tunnel, both in Ontario, and around the world.

As we continue to gradually progress towards a state of normality, please continue to follow the public health guidelines, and continue to practice physical distancing.

As always, my staff and I are here to serve you.

Please do not hesitate to contact my office with any inquiries you may have; we are working hard to answer your questions as they come in, and address any concerns you may have.

COVID Chronicle – Part 4



INSIDE AURORA

Scott Johnston

Some continued personal and local observations regarding the ongoing COVID-19 situation, picking up where I left off last time.

May 10

A rare Mother's Day away from family. Along with a couple of birthdays that passed while in social isolation, we will add this to the list of events to be celebrated in person when restrictions ease at a hopefully sooner than later date.

May 12

Shortly before the shutdown, I received a \$25 card valid for in-store purchases at a certain chain. Of course, I haven't been able to use it due to the pandemic, even for curbside pickup, and it expires shortly. A call to their Aurora store says they understand completely, and that their head office will provide an extension to the expiry date. A subsequent call to the head office yields a response that boils down to, even though their stores are closed, it's not their fault I haven't been into one of them to redeem it.

May 14

Now that I'm wearing a mask in public, I realize how impersonal it is. Kind of ruins the spontaneity of the moment when you have to tell someone you're smiling at them.

May 15

The Canadian and American cartoonists' convention was supposed

to be held in Ottawa this week-end. Since we can't meet face-to-face, a Zoom conference was held, attended by about 50 people. Good to see everyone again, no matter how distant they may be. A sign of the times; there were a lot more beards amongst the men than I remember.

May 16

Hardware stores are open!

After checking with one and confirming their quietest time to avoid lineups is around dinnertime, I went then to find 40 people waiting outside. After 10 minutes in line during which no one was allowed in, I gave up and went home. It was still very busy the next morning, but I was successful just walking right in...at 6:15 am.

May 20

Most stores were allowed to open yesterday for the first time in months. Despite that, curbside pickup still seems to be the norm.

May 25

Since you can't get them through an ATM, I had to go into a bank branch to get some five and ten dollar bills. Normally, I could get that change in any store with a purchase, but no retailers seem to want to accept cash

anymore.

Never thought I'd ever have to wear a mask to obtain money from a bank – felt like I was in an old heist movie.

May 28

The "where can I find" pleas on social media suggesting a lack of specific garden plants this year prove accurate as based on our visit to a couple of large garden centres – there's much less variety available.

May 29

Amongst juggling school, work, and who knows what other commitments, one of the university students on our street, like many selfless folks in our community, has been making and donating masks to local groups and facilities that need them. She made a few for us, so we're now free from using the disposable ones when going out.

June 3

With many grocery stores no longer allowing customers to bring in their own reusable cloth bags, our house is now overflowing with plastic bags we can't find uses for. I worry the environment is filling up with them, as well.

On the plus side for the environment, less driving and industry mean fewer carbon emissions, and better air quality.

Overall, it's a small plus amongst many COVID-19-related negatives, but we'll take it.

Feel free to e-mail Scott at:
machellscorners@gmail.com

THIS WEEK'S NEW POLL

Is now the time for Ontario to move forward with the second stage of re-opening in this area?

Yes No

www.theauroran.com

Previous poll results

Do you agree with the Province's decision to keep schools closed through the end of June?

RESULTS TO DATE June 9, 2020	YES 100%	NO 0%	UNSURE 0%
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