

# Aurora Public Library Board MEETING

Wednesday, October 20, 2021 7:00 p.m.

Via video conference

# **AGENDA**

- 1. Adoption of Agenda
- 2. Declaration of Conflict of Interest
- 3. Minutes of:
  - .1 September 15, 2021 Meeting (enclosure)
  - .2 October 8, 2021 Finance Sub-Committee Meeting (enclosure)
- 4. Reports
  - .1 Third Quarter Use Indicators Report SR2021.20 (enclosure)
  - .2 Financial Statement for period ending September 30, 2021 SR2021.21 (enclosure)
  - .3 APL 2022 Budget Plan Report SR2021.22 (enclosure)
- 5. Items for Consideration
  - .1 Accessibility Policy Review Report SR2021.23 (enclosure)
  - .2 Non-Union General Wage Increase Report SR2021.24

(enclosure)

.3 Library Service Hours Report SR2021.25

(enclosure)

- 6. Library CEO Updates
  - .1 CEO Updates

(verbal report)

- 7. General Business Information/Questions
  - .1 APL Updates

(enclosure)

.2 Aurora Town Square Stakeholder Update

(enclosure)

- 8. Member Announcements
- 9. Date of Next Meeting:

Wednesday, November 17, 2021

# 10.Adjournment

<sup>\*\*</sup> Please advise Maida Rae of regrets for attendance, by noon on October 20<sup>th</sup> by emailing <a href="mailto:mrae@aurorapl.ca">mrae@aurorapl.ca</a>.

# Join Zoom Meeting

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# Aurora Public Library Board

#### MINUTES of MEETING

# Wednesday, September 15 2021

The Aurora Public Library Board held its regular meeting on Wednesday, September 15, 2021 via video conference.

Present: John Clement, Tom Connor (Chair), Councillor Sandra Humfryes,

Marie Rankel, Ken Turriff

Regrets: Councillor John Gallo, Adam Mobbs

Chief Executive Officer: Bruce Gorman

Staff: Mario Baleno (IT Manager); Reccia Mandelcorn, Manager,

Community Collaboration; Jodi Marr, Manager, Customer

Opportunity; Maida Rae, HR Coordinator/EA (recorder); Julie Rocca,

**Business Manager** 

The Chair called the meeting to order at 07:12 p.m.

# 1. Adoption of the Agenda

MOTION: **21.06.51** THAT the agenda be approved

Moved by: K. Turriff Seconded by: J. Clement

CARRIED

# 2. <u>Disclosure of Interest</u>

#### 3. Approval of Minutes:

.1 Regular meeting of June 16, 2021

.2 Executive Committee meeting of August 24, 2021

MOTION: **21.06.52**Moved by: J. Clement

THAT the Minutes of the June 16, 2021 regular meeting and the

Seconded by: M. Rankel August 24, 2021 Executive

CARRIED Committee meeting be approved

# 4. Resolution to Move Into Closed Session

.1 Labour relations or employee negotiations

MOTION: **21.06.53**Moved by: K. Turriff
Seconded by: M. Rankel

**CARRIED** 

**THAT** the Board move into Closed Session to discuss labour relations

At 7:14 p.m., the Board moved into Closed Session.

MOTION: **21.06.54**Moved by: K. Turriff
Seconded by: M. Rankel

CARRIER

CARRIED

**THAT** the Board return to Open Session

At 7:25 p.m., the Board returned to Open Session.

MOTION: **21.06.55**Moved by: J. Clement
Seconded by: M. Rankel

**CARRIED** 

THAT the Aurora Public Library Board approve the Memorandum of Settlement between the Aurora Public Library and the Canadian Union of Public Employees Local 905.27 Pages and Temporary Workers Unit, which ratifies the first Collective Agreement between the two parties, coming into effect once ratified by both parties until March 31, 2024

# 5. Reports

# .1 Second Quarter Operations Report SR2021.16

A staff report was issued prior to the meeting.

MOTION: **21.06.56**Moved by: K. Turriff
Seconded by: J. Clement

CARRIED

**THAT** the Second Quarter Operations Report to June 30, 2021 be received as information

# .2 Second Quarter Use Indicators Report SR2021.17

A staff report was issued prior to the meeting.

MOTION: **21.06.57** Moved by: M. Rankel Seconded by: J. Clement

**CARRIED** 

**THAT** the Aurora Public Library Board receive the Second Quarter Use Indicators Draft Report to June 30, 2021 as information

Councillor Sandra Humfryes joined the meeting at 7:42 p.m.

.3 Financial Statement for the period ending June 30, 2021 SR2021.18
A staff report was issued prior to the meeting.

MOTION: 21.06.58
Moved by: M. Rankel
Seconded by: J. Clement

CARRIED

**THAT** the Aurora Public Library Financial Statement for the period ending June 30, 2021 be received

.4 2022 Aurora Public Library Board Meeting Schedule Report SR2021.19
A staff report was issued prior to the meeting.

MOTION: **21.06.59** Moved by: K. Turriff

Seconded by: J. Clement

CARRIED

**THAT** the 2022 Aurora Public Library Board meeting schedule be approved

# 6. <u>Items for Consideration</u>

.1 Aurora Public Library COVID-19 Vaccination Policy

A verbal report was provided at the meeting.

MOTION: **21.06.60**Moved by: K. Turriff
Seconded by: M. Rankel

**CARRIED** 

THAT the Aurora Public Library COVID-19 Vaccination Policy be approved

# 7. <u>Library CEO Updates</u>

.1 CEO Updates

A verbal report was provided at the meeting.

MOTION: **21.06.61**Moved by: K. Turriff
Seconded: M. Rankel

CARRIED

**THAT** the Library CEO Updates verbal report be received as information

The Town of Aurora has recently changed a by-law to mandate any Library budget surplus be returned to the Town, instead of directing operating budget surplus to Library Reserves.

There has been water damage to the Library due to flooding/leaks related to the Town Square construction project. Chandos will be responsible for covering costs of damages. The Library portion of the construction project is scheduled to be finished by the end of 2021. There are still no women's washrooms on the main floor due to construction and the window holds pick up service continues to be well utilized. Library management are working with Town and partners on programming room needs, since the Town has resumed control of the existing meeting/programming rooms. Library management are also participating in Town Square IT meetings to coordinated wifi/IT. The Library will maintain authority of the wifi/IT in the Library space.

The new Manager, Collections and Access will join the APL team in mid-October.

The recent All Candidates Meeting hosted by APL was a well executed event.

#### 8. General Business Information/Questions

.1 APL Updates and Library Square Stakeholder Updates

Articles, photographs and a project update were issued prior to the meeting.

MOTION: **21.06.62**Moved by: M. Rankel
Seconded by: K. Turriff

**CARRIED** 

THAT the APL Updates and Library Square Stakeholder Updates be received as

information

Newspaper articles and media coverage from the summer months highlighted APL's programs and services.

The Town of Aurora provided an update on the Library Square construction project in an email to the Board following this meeting.

#### 9. Member Announcements

#### 10. Date of Next Meeting

The next meeting is scheduled for Wednesday, November 17, 2021 at 7:00 p.m.

# 11. Adjournment

MOTION: **21.06.63**Moved by: K. Turriff
Seconded by: M. Rankel

CARRIED

**THAT** the meeting be adjourned

at 8:48 p.m.

T. Connor
Chair
Chief Executive Officer



# **Aurora Public Library Board Finance Sub-Committee**

# **MINUTES of MEETING**

# Friday October 8, 2021

The Aurora Public Library Finance Sub-Committee held a meeting on Friday October 8, 2021 via Zoom video conference.

Present: Tom Connor, Adam Mobbs

Chief Executive Officer: Bruce Gorman

Staff: Julie Rocca, Business Manager

The meeting was called to order at 3:02 p.m.

# 1. Adoption of Agenda

MOTION: **01.01.2021** THAT the agenda be adopted

Moved by: T. Connor Seconded by: A. Mobbs

CARRIED

# 2. Disclosure of Conflict of Interest

There were no disclosures of interest.

# 3. Minutes of November 6, 2020 Meeting

MOTION: **01.02.2021 THAT** the minutes of the previous

Moved by: T. Connor meeting be approved

Seconded by: A. Mobbs

CARRIED

# 4. APL 2020-2022 Operating Budget Reports

MOTION: **01.03.2021**Moved by: A. Mobbs

THAT the APLB Finance Sub
Sub Committee approve the 2021

Seconded by: T. Connor Draft Operating Budget to be

**CARRIED** reviewed by the APLB at the October

20, 2021 meeting

# 5. APL 2022 Capital Budget Summary

MOTION: 01.04.2021 Moved by: A. Mobbs Seconded by: T. Connor

**CARRIED** 

**THAT** the APLB Finance Sub Committee approve the 2022 APL Capital Budget to be reviewed by the APLB at the October 20, 2022 meeting

# 6. Other Business

# 7. Adjournment

MOTION: 01.05.2021 Moved by: T. Connor Seconded by: A. Mobbs

**CARRIED** 

Tom Connor APLB Chair

Finance Sub-Committee

**THAT** the meeting be adjourned at

3:47 p.m.

Bruce Gorman Chief Executive Officer



# **Aurora Public Library Board**

# **REPORT**

SR2021.20

SUBJECT: THIRD QUARTER USE INDICATORS DRAFT REPORT

FROM: Bruce Gorman, Chief Executive Officer

DATE: October 20, 2021

#### **RECOMMENDATION**

That the Aurora Public Library Board receives the third Quarter Use Indicators DRAFT Report to September 30, 2021 as information.

The Library closed March 17, 2020 due to the COVID-19 pandemic; Virtual programming commenced April 17, 2020; Curbside pickup of holds began May 25, 2020; limited in-library services resumed July 5, 2021.

To adapt to the Town's Library Square construction project and the pending winter weather, on Tuesday October 13, 2020 pickup of holds moved inside the facility to the Magna Room and on Monday, December 7, 2020 due to internal construction by the Town, to the Lebovic Room.

When Ontario went into a province-wide lockdown on December 26, 2020, libraries were permitted to continue offering curbside pickup. Due to the Town's construction project, the Library was not able to resume pickup of holds until Wednesday, January 20 when a new window for holds pickup was installed at the south end of the building on Church Street. For the convenience of customers, a new return slot was installed at the same location.

On April 8, 2021 the province enacted a provincial emergency and stay-at-home order; no change in service delivery was required.

On July 5, 2021 APL welcomed customers back with in-library computer use, study tables and browsing collections.

Holds pickup hours remained the same for curbside, in-library and window pickup: Monday through Saturday, 11:00 am – 6:00 pm.

Closure of the Library and disruption in holds pickup led to an overall decrease in metrics previously measured; new virtual programming and an uptake on social

media provided innovative ways of connecting online with the community which will likely continue in parallel to in-library programming when the facility reopens.

#### **BACKGROUND**

One of the Library's chief priorities is to ensure we remain relevant and responsive to our community. A key component of advancing this priority has been to gather, analyze and interpret our quantitative data with the understanding that the numbers do not always reflect the qualitative usage and benefits of library service.

Aurora Public Library has tracked use indicators for many years with the actual indicators evolving over time. New and emerging technologies continue to impact the indicators and serve to demonstrate the diverse nature of customer usage of collections, programs and services.

The Library depends on the reporting by vendors or site for metrics on database sessions, Niche Academy and some social media. Metrics for the Niche Academy are provided by the vendor without detail as to unique/all users or time spent viewing the learning videos.

Metrics for programs are provided by Library staff or community partners. Metrics for virtual programs present unique challenges. While we can more closely measure attendance through registered platforms like Zoom and Google Classroom, analytics for FB and YouTube programs only report views of one-minute duration or views of 95% of the program. Programs delivered via video on the Niche Academy are counted as programs delivered that month; then can be accessed as Niche Academy views at any time after.

APL's use indicators report the one-minute views which over-represent engagement but under-represent viewers potentially watching together. This is consistent with the metrics all libraries provide for the provincial annual survey. Metrics are taken endmonth, so online programs viewed into the next month are not counted.

One interesting observation is that virtual programming knows no boundaries and APL programs are being enjoyed by participants beyond York Region and even Canada. Zoom workshops have included participants from England, India and Mexico and the United States. In September, Facebook's algorithm generated 704 views for Minecraft from Southeast Asia.

The Use Indicators serve two important purposes:

- tracking changes and trends in Library use patterns for planning collections, programs and services
- fulfilling the annual reporting requirements of the Province of Ontario for public library boards

The Library Board is provided with quarterly updates of our current use indicators to monitor trends and to plan for future strategic opportunities and developments. Attached is the third quarter summary of the 2021 APL Use Indicators.

#### Some Use Indicator Definitions:

#### Circulation

Circulation includes the number of physical items borrowed/checked out from the Library's collections for use outside of the Library during the given period. Items that are used within the Library that have not been checked out and therefore never physically leave the facility are not included in this total. Circulated items that are renewed are included in this statistic.

Circulation also includes the number of digital items streamed or downloaded by active cardholders during the given period. Digital items include eBooks, eAudiobooks, digital magazines and digital media such as music and movies.

# **In-Library Use**

In-Library use represents items removed from their usual location and used in the facility. The count includes reference materials, circulating materials, magazines and newspapers.

#### Holds

Holds is an aggregate of both physical and digital materials. Physical holds represent items not currently available (in-use or on order) or materials the cardholder reserves remotely for staff to retrieve from the shelves as a customer service.

With the Facility's closure, physical materials could only be borrowed through the placement of holds by the customer through the library catalogue. Although browsing is now permitted, many customers prefer to get their material through the window pick-up.

Digital holds represent eBooks and eAudiobooks purchased by APL on cloudLibrary that currently are in use.

#### Courses

Included in this metric are both registered courses (e.g. Gale online learning and Lynda.com) and courses in database format (e.g. Mango language learning). In September 2019 Lynda.com changed to LinkedIn Learning requiring a LinkedIn account for access. After feedback from public libraries, in March 2021 Lynda.com allowed access to the learning modules without a LinkedIn social media account.

#### **Public Workstation Usage**

This metric reflects the number of times a customer logs in during the given period. The amount of time that the public workstation is used is not reflected in this statistic.

Public Workstations were not available from the initial lockdown in March until August; and again not after the second lockdown.

#### Wireless Internet Usage

This metric reflects the number of times visitors utilized the free wireless network during the given period. The amount of time that the wireless network is used is not reflected in this statistic.

A review of how the metric for wireless internet usage is obtained was undertaken in in 2020, resulting in a more accurate calculation of actual monthly usage.

#### Facebook Reach

This metric defines Reach when the post is shown in a News Feed, either directly or through a liking or sharing of the post.

#### **Online Followers**

This metric combines Followers on Twitter, Facebook and Instagram.

#### **Library Programs**

A program is a planned presentation, program or event given at a scheduled time in the library facility or in the community.

In April 2020 the category of Virtual Programs was added to the use indicators. Virtual programs include videos that can be enjoyed at the convenience of the viewer.

#### Outreach

Outreach includes exhibits/displays and promotional library booth at events, festivals, agencies and schools.

#### **Volunteer Services**

Volunteer Services includes the total number of hours provided by high school students and Visiting Library Service (VLS) volunteers.

An estimate of two hours per visit (to include material selection, delivery and interaction between client and volunteer) is allotted to each VLS transaction. Given that most volunteers spend time with their clients, two hours may be under reporting the time the time spent with each client.

Volunteer services provided by high school students was enhanced in 2019 to include assistance at Library events; also a change was made to count actual hours rather than people (March 2019).

When the facility closed due to the pandemic, visits to clients by VLS volunteers declined due to public health recommendations, library closure and lockdowns. VLS visits are increasing since we reopened with several volunteers are relying on staff to select the material or are placing holds – both which allow for window pick-up.

#### **In-Person Visits**

Gate counters at the Yonge Street and Parking Lot entrances capturd the number of visitors entering the facility.

As we currently do not have operable gate counters, the Greeter has been taking a manual count since we reopened to the public on July 5.

#### **Library Membership**

Membership is defined as the number of library cardholders who have used the card in the past two years. This metric is taken as a snapshot at the end of the given period. While the Library encourages each member to have a personal library card, families often share one or two cards among them.

After the initial lockdown, APL developed virtual options for customers to acquire a temporary digital library card that could be enhanced for full borrowing privileges through presentation of ID through video conferencing. Library privileges for current members were set to not expire before the end of August to provide ample time for members to renew.

# **Community Use Statistics**

A comparison of metrics indicates an overall annual decrease in Circulation of 5.2%.

Circulation of print materials decreased 10.4%; audio/visual decreased 39.4%; Streaming & Downloads increased 17.0%.

Streaming and Downloads includes eBooks & eAudio, movies and music. eBooks and eAudio decreased 7.8%; Hoopla decreased 55.8%; Freegal decreased 5.5%

In 2021 APL replaced Zinio with PressReader, providing access to 7,000+ newspapers and magazines in 60+ languages that can be translated into 19 languages. Increased usage with PressReader was 336.3% and is included in the count for Streaming and Downloads.

Staff continues to monitor the popularity of individual products to ensure that APL's offerings match customer preferences.

Q3 represented a change regarding COVID restrictions and this was reflected in the upward metrics for July - September. Print circulation increased 68.2%; audio/visual increased 14.0%; total circulation was up 39.5%.

Usage trends are difficult to monitor as changes in public health measures and access to the facility even for a couple of months, can significantly affect the annual count.

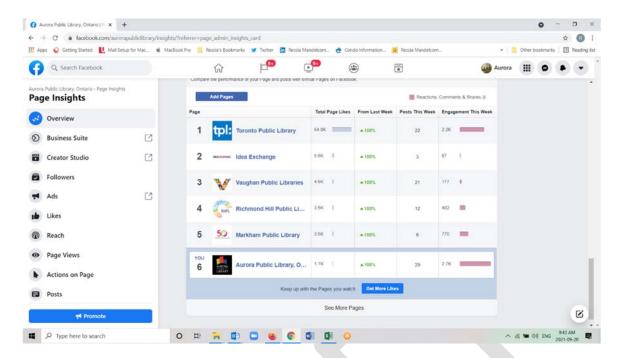
Holds increased 27.8%. Holds on physical materials increased 39.2%; Holds must be placed on physical materials for pick-up while the facility is closed. Holds on eBooks decreased 29.8%. Holds on cloudLibrary (2020) can only be placed on circulating APL materials.

Online learning (both registered courses and those accessed through database format) decreased 29.6%.

The Niche Academy was added in February 2021. The Niche Academy is a platform for instructional videos and is counted in electronic services; some of the videos were created by APL staff and are counted as programs that month; they remain available as learning videos that can be watched at the viewer's convenience.

Facebook Total Reach shows a decrease of 21.9%; Online Followers (Twitter, Facebook & Instagram) increased 8.9%. Social media statistics are difficult to measure due to analytics provided by sites; also by what is being measured and offered over Facebook were largely responsible to this increase.

As the screenshot below shows, APL's engagement over FB was at times higher than that of Toronto Public Library.



The metrics for Virtual Programs and Attendance present unique challenges. While we can measure actual attendance through registered programs over Zoom (e.g. Editing Workshops), attendance at Virtual Storytimes is measured by 60 second views on Facebook.

In Q3, staff delivered some children's programs outdoors in local parks.

While it is important to recognize that accurate comparisons cannot be made between live and virtual programming, to date, APL delivered 1,017 programs with attendance of 17,220.

Volunteer Services are up 1013.0%. This was driven by Online teen volunteer hours. Volunteers and clients of the VLS are hesitant about the safety of delivering material during the pandemic, although some are starting to resume service via the window pickup.

#### **Library Membership**

Membership (26,414) is down 12.0%. APL began to offer temporary digital library cards and virtual full registration during our closure.

#### **ATTACHMENTS**

APL Third Quarter Use Indicators 2021

Assisted by Reccia Mandelcorn, Manager, Community Collaboration



# Comparatives Quarter Use Indicators

Period: July - Sept 2021	2021	2020		2021 2020	1
	Quarter	Quarter	% chg	YTD YTD	% chg
<u>Circulation</u>					_
1. Print	58,128	34,563	68.2%	144,122 160,855	-
2. Audio/Visual	8,468	7,431	14.0%	22,107 36,469	-39.4%
3. Streaming & Downloads	34,265	30,282	13.2%	109,787 93,848	17.0%
4. Miscellaneous	0	10		15 32	_
Total	100,861	72,286	39.5%	276,031 291,204	-5.2%
		_1			7
In-Library Use Holds	0 05 400	0	40.00/	0 6,902	07.00/
noids	35,403	41,073	-13.8%	113,674 88,921	27.8%
Electronic Services					
1. Catalogue Logins	42,054	39,561	6.3%	123,685 111,381	11.0%
2. Electronic Database Sessions *	4459	6,259	447.5%	19,772 29,926	-33.9%
3. Courses	676	1,066	-36.6%	2,360 3,351	-29.6%
4. Niche Academy *	937	n/a		2,890 n/a	-
5. Public Workstation Usage	504	193	161.1%	504 6,938	-92.7%
6. Wireless Internet Usage	3,057	3,248	-5.9%	6,182 14,357	-56.9%
Total	51,687	50,327	2.7%	155,393 165,953	-6.4%
					_
Website Visits	47,843	55,152	-13.3%	140,241 189,199	-25.9%
eNewletter Subscribers	8,003	7,789	2.7%	8,003 7,789	2.7%
Facebook Total Reach **	57,402	109,372	-47.5%	215,065 275,452	-21.9%
Online Followers **	4,005	3,679	8.9%	4,005 3,679	8.9%
Brograms					
<u>Programs</u> Sessions (In Library)					
Youth	0	0		0 195	1
Adult	2	0		2 103	
All Ages	0	0		0 12	4
Subtotal	2	0		2 310	
Sessions (In the Community)				2 010	<b>1</b> 00.170
Youth	12	0		13	225.0%
Adult	0	0		0 15	
All Ages	0	0		0 (	4
Subtotal	12	0		13 19	-31.6%
Total Live	14	0		15 329	
Sessions (Virtual)					1
Youth	204	251	-18.7%	487 312	56.1%
Adult	154	92	67.4%	474 138	243.5%
All Ages	6	0		41 (	1
Subtotal Virtual	364	343	6.1%	1,002 450	122.7%
<b>Total Programs</b>	378	343	10.2%	1,017 779	30.6%

# Comparatives Quarter Use Indicators

Period: July - September 2021	2021	2020		2021	2020	
	Quarter	Quarter	% chg	YTD	YTD	% chg
Attendance (In Library) ***						
Youth	0	0	#DIV/0!	0	3,973	-99.5%
Adult	6	0	#DIV/0!	6	1,103	-100.0%
All Ages	0	0	#DIV/0!	0	636	
Subtotal	6	0	#DIV/0!	6	5,712	-99.9%
Attendance (In the Community) ***						
Youth	282	0	#DIV/0!	314	83	278.3%
Adult	0	0	#DIV/0!	0	303	-100.0%
All Ages	0	0	#DIV/0!	0	0	#DIV/0!
Subtotal	282	0	#DIV/0!	314	386	-18.7%
Total Live	288	0	#DIV/0!	320	6,098	-94.8%
Attendance (Virtual) ****						
Youth	3,306	2,586	27.8%	7,569	3,887	94.7%
Adult	2,288	2,292	-0.2%	8,854	3,612	145.1%
All Ages	47	0		477	0	
Subtotal Virtual	5,641	4,878	15.6%	16,900	7,499	125.4%
Total Attendance	5,929	4,878	21.5%	17,220	13,597	26.6%
Outreach	0	0		0	2	
Volunteer Services	1,198	38	3052.6%	2,226	200	1013.0%
In-Library Visits	5,164	0		5,164	49,343	-89.5%
Library Membership	26,413	29,999	-12.0%	26,413	29,999	-12.0%

<sup>\*</sup> Metrics provided by vendors

<sup>\*\*</sup> Metrics for Social Media provided from social media sites

<sup>\*\*\*</sup> Metrics for attendance provided by staff, facilitators and community partners

<sup>\*\*\*\*</sup> Metrics taken from a combination of views on Facebook, Livestream & YouTube (1 min. views), Google Classroom

<sup>&</sup>amp; Zoom registrations 13-Oct-21



# Aurora Public Library Board REPORT SR2021.21

SUBJECT: Financial Report – for the period ending September 30, 2021

FROM: Bruce Gorman, Chief Executive Officer

**DATE:** October 20, 2021

# RECOMMENDATION

That the Financial Statement for Aurora Public Library for the period ending September 30, 2021 be received as information.

# **BACKGROUND**

These statements are prepared on a modified accrual basis, which differs from year-end audited financial statements that include adjustments for tangible capital asset depreciation in accordance with Public Sector Accounting Board requirements. This method of presentation is consistent with that of the Town of Aurora financial reporting and budget approval processes.

The Financial Statement for the period ending September 30, 2021, reflects 66.1% spending of the approved 2021 operating budget.

- Salary gapping is at 10.5%. This is attributable to a senior management position vacancy, a maternity leave absence, furloughed positions, reduced operating hours, collective agreement ratification and cost of living adjustments not yet paid
- All other operating expenses (with the exception of Collections and Information Technology) are underspent due to COVID-19 limitations for library operations
- General revenue is at 16.6% of budget and will not be achieved due to Library policy changes and the continued limited operation due to COVID-19
- Provincial operating and pay equity grants are expected to be received in the fourth quarter
- Municipal funding is furnished only to the extent necessary to fund overall expenditures

#### **ATTACHMENTS**

1. Aurora Public Library Financial Statement for the period ending September 30, 2021

Assisted by: Julie Rocca, Business Manager

Bruce Gorman Chief Executive Officer

Aurora	Public	Library
Financi	al Stat	ement

For the period ending September 30, 2021	Annual Budget	Prior YTD Actuals	Actuals YTD		Actuals % of Budge
EXPENSES					
Operating Expenses					
Salaries & Benefits	\$ 3,007,505	\$ 1,743,051	\$ 1,941,015	\$ 1,066,490	64.5%
Collections	379,000	251,303	264,503	114,497	69.8%
Cataloguing and Processing Services	49,000	33,961	25,165	23,835	51.4%
IT Contracts, Equipment & Licenses	210,000	122,920	175,354	34,646	83.5%
Programs	30,000	6,238	11,022	18,978	36.79
Public Relations	17,500	9,099	9,256	8,244	52.99
Office Supplies, Equipment & Telephone	50,000	28,320	24,643	25,357	49.39
Staff Development & Board Training	25,500	8,326	6,836	18,664	26.89
Professional Fees	39,000	48,665	18,047	20,953	46.39
Business Plan Initiatives	10,000	19,080	-	10,000	0.09
Unclassified / Contingency	3,000	1,839	5,328	- 2,328	177.69
	3,820,505	2,272,804	2,481,169	1,339,336	64.9
Contribution to Capital Reserve	130,000	97,500	130,000	-	100.09
TOTAL EXPENSES	3,950,505	2,370,304	2,611,169	1,339,336	66.1
REVENUE					
General Revenue					
Fines	1,000	6,122	-	1,000	0.09
Fees	2,280	5,396	1,363	917	59.89
Sales	5,000	8,124	-	5,000	0.0
Reserves	-	-	-	-	0.0
	700	436	124	576	17.89
Interest and Other	700	430	141		
Interest and Other	8,980	20,077	1,487	7,493	
Interest and Other  Grant Revenue					
					16.6
<b>Grant Revenue</b> Provincial Library Operating Grant (PLOG)	<b>8,980</b> 44,140	<b>20,077</b> 44,138		<b>7,493</b> 44,140	0.09
Grant Revenue	8,980	20,077		7,493	16.69
<b>Grant Revenue</b> Provincial Library Operating Grant (PLOG)	<b>8,980</b> 44,140 1,285	<b>20,077</b> 44,138 1,284		<b>7,493</b> 44,140 1,285	0.0° 0.0° 0.0°
<b>Grant Revenue</b> Provincial Library Operating Grant (PLOG) Pay Equity Grant	8,980  44,140  1,285  45,425	20,077 44,138 1,284 45,422	1,487 - - -	7,493 44,140 1,285 45,425	0.0° 0.0°



# **Aurora Public Library Board**

# REPORT SR2021.22

**SUBJECT:** 2022 Budget Plan Report

FROM: Bruce Gorman, Chief Executive Officer

**DATE:** October 20, 2021

#### **RECOMMENDATION**

THAT the Aurora Public Library 2022 Operating Budget redistribution between budget categories dated October 20, 2021 be approved.

#### **BACKGROUND**

The Aurora Public Library budget now occurs on a three-year cycle. The current cycle was approved in 2020. If there is a requirement to return to the Town Finance Committee prior to the end of this cycle, there is a process in place to accommodate this. For 2022, the Town has requested the Library present to the Town Finance Committee focusing on how approved funds have been redistributed in light of projected operations and priorities. The Library did not require any changes to the 2022 budget above what was previously approved by Council.

On Friday, October 8, 2021, the Aurora Public Library Board Finance Sub-Committee consisting of Adam Mobbs, Tom Connor, Councillor John Gallo (absent), John Clement (absent), Bruce Gorman and Julie Rocca met to review in detail the budget line items. The committee subsequently refer their recommendations to the Board for approval.

#### **ATTACHMENTS**

- 1. Aurora Public Library Multi Year Operating Budget Summary for Fiscal Years 2020-2022
- 2. Aurora Public Library 2022 Capital Budget Summary

Assisted by: Maida Rae, HR Coordinator/EA Julie Rocca, Business Manager

Bruce Gorman Chief Executive Officer

# Aurora Public Library Multi Year Operating Budget Summary for Fiscal Years 2020-2022

	2020	2021	2022
	Approved	Approved	Proposed
	Budget	Budget	Budget
EXPENSES			
Operating Expenses			
Salaries & Benefits	\$3,140,742	\$3,007,505	\$3,024,515
Collections	365,000	379,000	378,000
Cataloguing and Processing Services	63,000	49,000	34,000
IT Contracts, Equipment & Licenses	147,000	210,000	203,000
Programs	30,000	30,000	30,000
Community Relations & Marketing	25,000	17,500	26,110
Office Supplies, Equipment & Telephone	47,000	50,000	50,000
Staff Development & Board Training	24,500	25,500	25,500
Professional Fees, Initiatives & Contingency	40,700	52,000	32,000
	3,882,942	3,820,505	3,803,125
Contribution to Capital Reserve	130,000	130,000	180,000
TOTAL EXPENSES	4,012,942	3,950,505	3,983,125
REVENUE			
General Revenue	40,000	1 000	0
Fines	40,000	1,000	0
Fees	26,320	2,280	2,000
Sales	32,400	5,000	1,000
Interest and Other	99,420	700 <b>8,980</b>	3,600
	99,420	0,900	3,000
Grant Revenue			
Operating Grant	44,138	44,140	44,140
Pay Equity Grant	1,284	1,285	1,285
	45,422	45,425	45,425
Total General and Grant Revenue	144,842	54,405	49,025
Municipal Requisition	3,868,100	3,896,100	3,934,100
TOTAL REVENUE	\$4,012,942	\$3,950,505	\$3,983,125

Additional Municipal Request Previously Approved ->

# AURORA PUBLIC LIBRARY 2022 Draft Capital Budget Summary

EXPENDITURE		
Collection Development	\$ 100,000	
Technology Development Furniture, Fixture & Equipment	10,000 90,000	
Total Expenditure		\$ 200,000
REVENUE		
Library Development Charges Reserve Fund		\$ 100,000
Library Capital Reserve		 100,000
Total Revenue		\$ 200,000



# Aurora Public Library Board REPORT SR2021.23

SUBJECT: ACCESSIBILITY POLICY REPORT

**FROM:** Bruce Gorman, Chief Executive Officer

**DATE:** October 20, 2021

# **RECOMMENDATION**

That the revised Accessibility Policy dated October 20, 2021 be approved.

#### **PURPOSE**

To update the Library Board's existing policy, ensuring legislative compliance and highlighting APL's ongoing commitment as an organization to support accessibility.

# **BACKGROUND**

# Accessibility for Ontarians with Disabilities Act (AODA) - June 2005

The AODA applies to both public and private sectors, with a goal of ensuring that all Ontarians with disabilities have full access to goods, services, facilities, accommodation, employment, building structures and premises. The AODA Standards Development Committees developed standards in five key areas:

- Customer Service,
- Information and Communication,
- Employment,
- Transportation, and
- Built environment.

# Accessible Customer Service Standard Regulation - January 2008

The Accessible Customer Service Standard was enacted as a Regulation on January 1, 2008, with compliance for public sector organizations by January 1, 2010. One of the requirements under the Customer Service Standard was to establish policies, practices and procedures on providing goods or services to people with disabilities. A second requirement was to train staff, volunteers and associated parties who interact with the public on a number of topics.

The Aurora Public Library Board first approved its Accessibility Policy in June 2009 in compliance with the AODA and the Customer Service Standard.

#### Integrated Accessibility Standards - July 1, 2011

The Integrated Accessibility Standards Regulation (IASR) became law on June 3, 2011. It was amended to include the Design of Public Spaces in October 2012.

#### The IASR covers:

- Information and Communications
- Employment
- Transportation
- Built environment.

General requirements for these standards include developing policies, practices, and procedures; incorporating accessibility criteria and features, except when not practicable to do so, in procuring or acquiring goods or services, and in acquiring self-service kiosks; and training all employees and volunteers on the Standards and Human Rights Code within designated timelines.

Public libraries, as an "obligated" organization:

- Must provide access to or arrange for accessible materials where they exist
- Must make information about availability to the public
- *May* provide accessible formats for archival materials, special collections, rare books and donations.

There are varying timelines for compliance dependent upon the definition of the designated public sector organization and the individual topic or subject. While the deadlines for compliance in some instances are not immediate, organizations should consider how they intend to implement these obligations going forward. This allows for the advance planning and budgeting required to ensure compliance is achieved by the applicable deadlines.

# **POLICY REWRITE**

The proposed policy revision reflects a maturity in language as organizations become more comfortable in understanding the intent, spirit and implementation of the legislation.

Language has been updated expanding upon Employment to create a more fulsome Accessible Workspace. This parallels the Town of Aurora's Accessibility Policy. Included in this section is that accommodations with regard to this policy do not apply to volunteers.

The previous policy review in 2015 was specific in its description of designated handicap parking, signage, entrance ramp and other elements important to a fully accessible facility. As tenants in a Town facility, we are not able to control where handicap parking is located, access to the building, signage, etc.

In consultation with the Town's Accessibility Advisor, this section was removed and replaced with the direction that all internal construction projects and renovations undertaken by the Library will comply with the Ontario Building Code requirements, AODA Design of Public Spaces Standards and the new Town of Aurora Accessibility Design Standards. This allows for consistency with the Town's direction and compliance with the provincial legislation.

Enhanced technology, collection formats and new partners for delivering services allow libraries to incorporate up-to-date opportunities for inclusive delivery of

collections and services. To that aim, reference to specific organizations (CELA) and material formats were removed as these become dated between policy revisions.

The Library works closely with the municipality and is included in its multi-year Accessibility Plan Report. Annual documentation of staff who have received and completed AODA training has always been provided to the Town's Accessibility Advisor, but this was not documented in the previous policies. It is now articulated in this revision.

Additional related policies cited include the Complaint Handling Policy and Volunteer Policy. Although past practice, this was not listed in the previous iteration.

The Accessibility Policy (2021) was reviewed by the Town's Accessibility Advisor to ensure that the Library was consistent with the Town's direction and compliant with the requirements of the AODA. The number of language updates, enhancements in some sections and removal of specifics that are no longer relevant have required a full rewrite to bring it up-to-date.

#### CONCLUSION

Aurora Public Library strives to provide a welcoming, accessible service, available to all. We are committed to providing equal access to information, lifelong learning and literacy for all members of the community.

Library staff have received customer service training and training on the Integrated Accessibility Standards, per applicable legislation. The adoption of the rewritten Accessibility Policy ensures that the Library is compliant with the requirements to date of the Accessibility for Ontarians with Disabilities Act (AODA) and that library service provided to persons with disabilities will be accessible, equitable, and delivered in a manner that respects the dignity and independence of the individual.

# **ATTACHMENTS**

1. Revised Accessibility Policy, October 20, 2021

#### PRE-SUBMISSION REVIEW

Executive Leadership Team (via email)

Assisted by Reccia Mandelcorn, Manager, Community Collaboration Maida Rae, HR Coordinator/EA

Bruce Gorman Chief Executive Officer



#### **AURORA PUBLIC LIBRARY**

#### **ACCESSIBILITY POLICY**

# 1. PURPOSE

Aurora Public Library is committed to providing services that are accessible, respectful and inclusive to all persons who wish to obtain and use Library services. This policy provides a framework for compliance with the Accessibility for Ontarians with Disabilities Act (AODA) and addresses specific areas required by the Integrated Accessibility Standards regulation associated with the AODA.

#### 2. SCOPE

The Accessibility Policy applies to all persons who provide library services including employees, volunteers and all other persons who provide goods, programs, services or facilities on behalf of the Library.

#### 3. FACILITY

Aurora Public Library is a tenant in a facility owned by the Town of Aurora. The Library works closely with the Town to ensure that all customers, including those with accessibility requirements, are provided with a welcoming and supportive environment.

All internal construction projects and renovations undertaken by the Library will comply with Ontario Building Code requirements, AODA Design of Public Spaces Standards and Town of Aurora Accessibility Design Standards.

In the event of new construction or significant building renovations undertaken by the Town of Aurora, the Library will work with the Town to reduce barriers and build a universally-designed and accessible facility for residents, visitors and employees.

#### 4. ACCESSIBILITY PLAN AND REPORT

The Town of Aurora includes the Library in its multi-year Accessibility Plan Report. The Library will provide input on strategies and initiatives to reach the goal of creating an accessible organization. The Library will also provide the Town's Accessibility Adviser documentation of staff who have received and completed AODA training.

#### 5. SERVICES

Aurora Public Library provides equal and inclusive access to information services via telephone, email and chat as well as through remote access to the library catalogue and electronic resources through the Library's website and apps.

The Library provides a Visiting Library Service to people with disabilities who are homebound and who have no alternative means of obtaining library materials. This service is offered to residents of Aurora, subject to a qualifying interview and the availability of volunteers at no additional cost.

#### 6. COLLECTIONS

Aurora Public Library develops and maintains accessible collections in a variety of formats in accordance with the Collection Development Policy.

Collections also include materials with information on the spectrum of disabilities, disability issues and services for people with disabilities.

The Library partners with other organizations to provide further access to diverse collections either directly or through Interlibrary Loan.

#### 7. ADAPTIVE TECHNOLOGIES

The Library provides adaptive technologies in order to remove or diminish barriers to information and services. Assistance in using adaptive technologies is provided by library staff; in-depth instruction is not.

# 8. ASSISTIVE DEVICES

Persons with a disability may provide their own assistive device to carry out activities or to access library services. It is the responsibility of the person with a disability to ensure that their assistive device is used in a safe and controlled manner.

#### 9. PROGRAMS, EVENTS AND MEETINGS

The Library will make every reasonable effort to ensure programs, events and meetings are accessible and compliant with the AODA so that persons with disabilities can participate in the experiences available to persons without disabilities.

Advance notice of accommodations is appreciated.

#### 10. SUPPORT PERSONS

A support person may accompany a person with a disability to assist with communication, mobility or medical needs. A support person, when assisting a person with a disability, will be permitted to attend library programs at no charge when an admission fee is applicable.

A person with a disability may provide their library card to a support person for use on their behalf.

The Library may require a person with a disability to be accompanied by a support person when on the premises. Before making a decision, the Library will consult with the person/family to understand their needs and consider health or safety reasons to protect the individual or others on the premises.

#### 10. SERVICE ANIMALS

A service animal refers to an animal used by a person for reasons relating to their disability. Persons entering the Library may be accompanied by a service animal. Persons training service animals are also welcome in the facility.

If it is not readily apparent that the animal is a service animal, staff may request confirmation of the animal's status.

It is the responsibility of the person with a disability to ensure that their service animal is always kept under control.

#### 11. INFORMATION AND COMMUNICATION

The Library will provide access to or arrange for access to accessible materials where they exist and will provide publicity and reports in alternate formats upon request. These will be provided in a timely manner and at a cost not exceeding the regular cost to other persons.

Print and online communications will be compliant with the requirements of the AODA.

The Library will ensure the website and web content is accessible according to current World Wide Web Consortium Web Content Accessibility Guidelines (WCAG)

When interacting with persons with disabilities, staff will communicate in a respectful manner that takes into account the person's disability.

#### 12. TEMPORARY SERVICE DISRUPTIONS

The Library will make reasonable effort to provide notice of planned or unplanned disruption of library services to the public, including information about the reason for the disruption and its anticipated duration. In the case of unplanned disruption, advance notice will not be possible.

Notice will be given to the public by posting the information at a conspicuous place on the affected premise and by posting a notice on the website and by such other method as is reasonable in the circumstances.

#### 13. EMERGENCY INFORMATION

The Library will make all reasonable efforts to provide emergency procedures in an accessible format or with appropriate communication supports upon request and in a timely manner.

#### 14. FEEDBACK ON SERVICES

Aurora Public Library will have in place a procedure for receiving and responding to feedback from persons with disabilities so that it may identify areas that require change and to encourage continued service improvements. Such feedback from a member of the public may be given by telephone, in person, in writing, in electronic format or through other accessible methods.

#### 15. ACCESSIBLE WORKSPACE

The requirements found in this section only apply to paid employees of Aurora Public Library. They do not apply to volunteers.

#### 15.1 Recruitment

Aurora Public Library will provide written notification to employees and the public of the availability of accommodations for persons with disabilities, upon request and throughout the hiring process, including:

- All employment postings
- Upon participation in the interview process
- When an offer of employment is made

When arranging for the provisions of accommodations, the Library will consult with the applicant to determine their accessibility needs.

# 15.2 Informing Employee of Supports

The Library will familiarize current employees with its policy relating to the support of employees with disabilities and will provide this information to new employees as soon as practical after they begin their employment.

Updated information will be provided whenever there is a change to existing policies on the provision of accommodation.

#### 15.3 Accessible Formats and Communication Supports

Upon request, the Library will consult with the employee to provide accessible formats and communication supports needed to perform the employee's job as well as information that is generally available to employees in the workplace.

#### 15.4 Workplace Emergency Response Information

When an employee has a disability and the Library is aware of their need for accommodation, an emergency response plan will be developed for the employee. This will be done as soon as possible after the Library becomes aware of the need for the accommodation.

#### 15.5 Return to Work Process

The Library will have a return-to-work process for employees who have been absent due to a disability and require workplace accommodations. The process will document the steps the Library will take to facilitate the employee's return to work and include an individual accommodation plan.

#### 15.6 Performance Management, Career Development and Redeployment

The Library will take into consideration the accessibility needs of employees with disabilities and individualized accommodation plans of employees with disabilities when providing career development and advancement opportunities, performance management and redeployment.

#### 16. TRAINING

Library employees and volunteers will receive training on the requirements of the AODA and Human Rights Code as applicable to persons with disabilities as part of the new employee orientation or volunteer program. The training provided will be appropriate to the duties of the employee or volunteer.

Ongoing training will be provided in the event of any change to the Library's policies or procedures, or revisions to the AODA legislation.

Third parties or contractors must provide the Library with documentation that they have completed AODA training in customer service prior to the commencement of work.

The Library will maintain records of the training provided, including the date and names of individuals who have received the training.

#### **Related Policies**

- 1. Collection Development Policy
- 2. Complaint Handling Policy
- 3. Volunteer Policy

Approved Date: June 17, 2015	Motion #:
Effective Date:	
Date of Last Revision:	



# AURORA PUBLIC LIBRARY BOARD ACCESSIBILITY POLICY

# 1. PURPOSE

Aurora Public Library is committed to providing quality library services that are relevant, inclusive and responsive to all members of the community.

The purpose of the Accessibility Policy is to provide the framework that guides the review and development of library policies, standards, procedures and guidelines in order to ensure that:

- Policies, procedures and practices address integration, independence, dignity and equal opportunity.
- The Library is compliant with the requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

# 2. SCOPE

The Accessibility Policy applies to all library employees, volunteers and to any individual or organization that provides goods, services or facilities to the public or other third parties on behalf of the Library.

# 3. FACILITY

Aurora Public Library is fully wheelchair accessible with designated handicap parking, clear paths of travel to and throughout the facility, automatic entrance doors, a front entrance ramp and elevator, accessible tables, self-service kiosks, and accessible public conveniences such as restrooms, drinking fountain and signs that have easily visible character size, font, contrast and finish or Braille.

#### 4. SERVICES

Aurora Public Library believes in equal and inclusive access to all library services. Information services for people with disabilities is available by telephone, fax or email; remote access to the library catalogue and remote access to electronic resources.

The Library provides a Visiting Library Service to people with disabilities who are homebound and who have no alternative means of obtaining library materials. This service is offered to residents of Aurora, subject to a qualifying interview and the availability of volunteers.

Aurora Public Library is fully wheelchair accessible with designated handicap parking, clear paths of travel to and throughout the facility, automatic entrance doors, a front entrance ramp and elevator, accessible tables, self-service kiosks, and accessible public conveniences such as restrooms, drinking fountain and signs that have easily visible character size, font, contrast and finish or Braille.

# 5. <u>COLLECTIONS</u>

Aurora Public Library develops and maintains accessible collections in a variety of formats (e.g. Large Print, Talking Books, downloadable books and audiobooks, movies and literacy materials) in accordance with the Collection Development Policy.

Collections also include materials with information on the spectrum of disabilities, disability issues and services for people with disabilities.

The Library partners with other organizations, such as the Centre for Equitable Library Access (CELA), to provide further access to diverse collections either directly or through Interlibrary Loan.

# 6. <u>ADAPTIVE TECHNOLOGIES</u>

Aurora Public Library provides adaptive technologies in order to eliminate or diminish barriers to information and maximize independence and full access to all persons.

Assistance in using adaptive technologies is provided by library staff; in-depth instruction cannot be provided.

# 7. **PROGRAMS AND MEETINGS**

Aurora Public Library considers the needs of people with disabilities in the planning and delivery of public programming. The Library will make every reasonable effort to ensure that programs and meetings are accessible and compliant with the requirements of the AODA. Advance notice is appreciated.

# 8. <u>SERVICE ANIMALS</u>

A person with a disability is welcome to visit the Library accompanied by a service animal. Persons training service animals are also welcome in the facility.

If it is not readily apparent that an animal is a service animal, library staff may ask the person for confirmation of the animal's status.

It is the responsibility of the person with the service animal to ensure that it is kept in control at all times.

# 9. <u>ASSISTIVE DEVICES</u>

A person with a disability is welcome to utilize personal assistive devices for the purpose of accessing library services.

It is the responsibility of the person using the assistive device to ensure that it is operated in a safe manner.

# 10. SUPPORT PERSONS

A person with a disability may require an accompanying support person to facilitate use of library collections, programs and services.

A support person, when assisting a person with a disability in the enjoyment of library programs, will be permitted to attend at no charge where an admission fee is applicable.

# 11. <u>INFORMATION AND COMMUNICATIONS</u>

Print and website communications will be compliant with the requirements of the Accessibility Standards for Information and Communications.

When interacting with a person with a disability, library staff will communicate in a manner that takes into account the person's disability.

Upon request, the Library will provide, whenever possible, accessible formats and communication supports for people with disabilities. This will be provided in a timely manner taking into account the person's accessibility needs and at a cost not exceeding the regular cost charged to other persons.

Policy documents are available on the Library's website.

# 12. <u>EMPLOYMENT</u>

#### 12.1 Recruitment

Aurora Public Library will include information in job postings to indicate the availability of accommodations for job applicants with disabilities.

Job applicants who are selected for an interview or testing will be notified that they can request accommodations with respect to the materials or processes used.

Applicants to whom employment is offered will be informed of the Library's policies for accommodating employees with disabilities.

# 12.2 Employee Supports

The Library will familiarize current employees with its policy relating to the support of employees with disabilities and will provide this information to new employees as soon as practical after they begin their employment. Updated information will be provided whenever there is a change to existing policies on the provision of accommodation.

Upon request, the Library will consult with the employee to provide accessible formats and communication supports needed to perform the employee's job as well as information that is generally available to employees in the workplace.

Written individualized accommodation plans, including return-to-work plans, will be provided for any employee who has been absent from work due to a disability and requires disability-related accommodations to return to work

The Library will ensure that its procedures take into account the accessibility needs of employees with disabilities and their individual accommodation plans:

- When assessing their performance
- In managing their career development and advancement
- When redeploying them

If the Library is aware of an employee's need for accommodation due to disability, and if the disability makes it necessary for the employee to have individualized workplace emergency response information, the Library will provide this information as soon as is practical once it becomes aware of the need for accommodation.

# 13. TRAINING

All library employees and volunteers will receive training on the requirements of the AODA and the Human Rights Code as it pertains to people with disabilities as part of the new employee orientation and training program. The training provided will be appropriate to the duties of the employee or volunteer.

Ongoing training will be provided if there is any change to the Library's policies, practices or procedures governing the service of people with disabilities.

Third parties or contractors must verify customer service training has been received and provide the Library with appropriate documents as it relates to the legislation prior to commencement of work.

The Library will maintain records of the training provided, including the date and names of the individuals trained.

# 14. <u>EMERGENCY INFORMATION</u>

Aurora Public Library will make all reasonable efforts to provide emergency procedures in an accessible format or with appropriate communication supports upon request and in a timely manner.

# 15. <u>TEMPORARY SERVICE INTERRUPTIONS</u>

Aurora Public Library will make all reasonable efforts to provide notice of planned or unplanned interruptions of library services through signage at the facility, on the library's website and social media platforms.

# 16. <u>FEEDBACK ON SERVICES</u>

Aurora Public Library welcomes feedback from the public as it may identify areas that require change and encourages continuous service improvements.

Feedback may be given by telephone, in person, in writing or in electronic format. The Library will provide accessible formats and communication supports for feedback, upon request.

# **Related Policies**

1. Collection Development Policy

Approved Date:	June 17, 2015	Motion#: 15.06.44
Effective Date:	June 17, 2015	
Date of Last Revision:	June 20, 2012	



# Aurora Public Library Board REPORT SR2021.24

SUBJECT: NON-UNION 2020 and 2021 GENERAL WAGE INCREASE

**FROM:** Bruce Gorman, Chief Executive Officer

**DATE:** October 20, 2021

#### RECOMMENDATION

That a general wage increase of 1.4% effective April 1, 2020, be applied to the salary schedule for the continuous non-union employee group, and

That a general wage increase of 1.25% effective April 1, 2021, be applied to the salary schedule for the continuous non-union employee group.

# **BACKGROUND**

It has been the practice of both the Town and the Library Board to consider wage increases for non-union employee groups comparable with unionized employees.

The non-union Library employee group includes management, administration, IT and marketing staff, accounting for eight (8) current employees. The last adjustment to the salary scales for this group was April 1, 2019.

The Town adjusted the salary scales for their continuous employee group and other-than-continuous employee group earlier this year, with a retroactive effective date of April 1, 2019. Accordingly, a 1.4 % increase is recommended for the Library's continuous non-union employee group for hours worked from April 1, 2020 to March 31, 2021. A 1.25 % increase is recommended for this staff group for hours worked from April 1, 2021 to present so that the Library's non-union salary scales remain consistent with the Town scales.

# FINANCIAL IMPLICATIONS

The required funds for the proposed general wage increase and corresponding salary scale adjustments have been included in the 2020 and 2021 Operating Budget.

Assisted by: Maida Rae, Human Resources Coordinator/EA

Bruce Gorman Chief Executive Officer



# Aurora Public Library Board REPORT

SR2021.25

**SUBJECT: Library Service Hours Report** 

**FROM:** Bruce Gorman, C.E.O.

**DATE:** October 20, 2021

#### **RECOMMENDATION**

That the Board approve the following change to Library service hours as follows:

1. Closed December 24 and December 31, 2021

#### **BACKGROUND**

Like many businesses and services, Aurora Public Library operational hours have adjusted as a result of the ongoing global pandemic.

On March 17, 2020, Aurora Public Library complied with the provincial decree to close to the public to help stop the spread of COVID-19. A condition of reopening in May was a reduction of public operating hours and significant changes to how we provide library services. Library staff have successfully adapted existing programs to a virtual environment and revised processes to ensure materials continue to circulate safely.

The Aurora Public Library Collective Agreement for CUPE Local 905.02 employees includes Article 21.01 (a), specifying that unionized employees shall not work past 12 p.m. on Christmas Eve and New Year's Eve. Due to the pandemic, the Library currently opens at 11 a.m.

As was the case in 2020, in addition to addressing an operational inefficiency, closing on Christmas Eve and New Year's Eve would convey to Library staff an appreciation and an acknowledgement of their dedication to Aurora Public Library and this community from the Board.

Assisted by: Maida Rae, HR Coordinator/EA

Bruce Gorman Chief Executive Officer



#### Newmarket-Aurora candidates meeting highlights electoral reform, Southlake nursing

Conservative candidate opts out, while Liberal, NDP and Green candidates discuss platforms at Aurora Public Library virtual event

about 3 hours ago By: Joseph Quigley



Newmarket-Aurora candidates advocated for their party platforms but avoided barbs at an all-candidates meeting Sept. 14.

The Aurora Public Library hosted the event, with Liberal Tony Van Bynen, NDP Yvonne Kelly and Green Tim Flemming attending. The format featured candidates answering questions submitted by the public to explain their party platforms, with the format avoiding debate or targeted questions.

Manager of community collaboration Reccia Mandlecorn said the library regularly hosts such election events to provide public information about the different candidates.

"I asked all of our candidates to respond to questions in a respectful manner, and to speak to the questions and not to dismiss any of the other candidates," she said. "I was so pleased, each of the three candidates all spoke respectfully."

Mandlecorn said the library started inviting candidates the day after the election was called, including those in the Aurora-Oak Ridges-Richmond Hill riding. She said Conservative candidates declined to attend, while People's Party of Canada candidates were due to attend but did not show up. Aurora-Oak Ridges-Richmond Hill Liberal Leah Taylor Roy cancelled on Friday.

Flemming said he decided to run after connecting with the Green Party platform. He said there is a great opportunity to focus on a green future that will provide jobs.

"Really build an employment framework that works for all Canadians whether they're starting out or whether they're transitioning from an alternate career," he said.

Van Bynen said his experience connecting with leaders in both Newmarket and Aurora is important during the ongoing pandemic.

"We're going to need experienced leadership, an MP who can work with everyone to support our community through the recovery," Van Bynen said. "We can continue to keep building a community that all of us can be proud to call home. That's what I stand for."

Kelly challenged voters to consider a new vision for the future.

"Embrace a bold vision for what Canada can be. COVID has shown us that we want a future for the next generation, and we need to do things to secure that," she said.

Candidates were each asked in turn to speak to party positions on different topics, including climate change, Indigenous issues, and deficits.

But one sore point came on electoral reform, with promises of proportional representation present both in the Green and NDP platforms but absent from the Liberals.

"It's the only equitable way to go," Flemming said. "Democracies around the world — not all but many — have embraced it to great success."

Van Bynen noted he was not in office when the Liberal government opted not to go ahead with electoral reform, but said the government should examine the issue.

"I'm not sure proportional representation is the only solution," he said. "We should be doing that in consultation. Broadly consulting with our communities and broadly looking at the options."

"Probably the most disappointing broken promise of your leader was this one," Kelly said, referring to Liberal Leader Justin Trudeau's promise to end the first-past-the-post system. "That we would never again have another election in Canada without electoral reform."

Candidates were also asked to talk about navigating jurisdictional issues on health care, and the controversy over Southlake Regional Health Centre moving to a team-based ICU nursing model.

Van Bynen said it is complicated given health care is a shared provincial and federal responsibility but there should be federal standards that are upheld in sectors like long-term care.

"We need to make sure there is a shared responsibility that is clearly defined, and the outcomes the federal government is seeking should be the basis on which the funding is generated," he said.

Kelly said the NDP would like to restore a 50-50 funding split between the provincial and federal levels for health care, and the Southlake situation is an issue.

"We should be really concerned," she said. "It has exasperated to the point nowhere people are completely ridden with fear and worry they're not given good quality care. I think we need to listen to the nurses."

Flemming said there is too much bureaucracy in health care in the middle, and more funds need to be invested on the frontline. He added his wife is a Southlake nurse, and the model is difficult.

"It puts an extreme stretch on the registered nurse," he said. "What we need to do is make this an appealing profession."

The meeting is the last scheduled all-candidates event in the riding before the Sept. 20 election <u>after the Newmarket Chamber of Commerce cancelled its debate.</u>

The Aurora Public Library will post the meeting on its Youtube channel.





#### **Photography Contest: Art in Unexpected Places**

Contest deadline: October 1

Street art enhances our experience of a place. Whether it's urban graffiti, sculpture or yarn bombing, public art interrupts our daily routine, surprising and delighting passersby. This year's OBOA photography contest invites your photos of art encountered in unexpected places.

**LEARN MORE** 



### Writing Contest: Tap Into Your Imagination

Contest deadline: October 1

Chasing Painted Horses by Drew Hayden Taylor has a magical, fable-like quality. This year's OBOA writing contest invites you to tap into your imagination and draw from elements of fantasy, fairy tale, science fiction or magic realism.

**LEARN MORE** 

# Ruck to stop at Legion

The Aurora Legion will be taking part on September 19 in the 8th annual (in Canada) "Ruck to Remember" walk, in support of homeless veterans. (A "Ruck" is a march with a weighted backpack also known as a rucksack)

This year's Ruckwill go from Mississauga to Toronto to Pickering to Richmond Hill and then end in Aurora.

They will cover 130km, which is 2km for every veteran, police officer, paramedic, firefighter that died the previous year, in 2020.

The purpose of the Ruck is to raise funds to ensure that no Canadian veteran is ever homeless.

At the moment we are planning a steak barbecue for dinner at 6 p.m. for the Ruckers and would encourage you, and all those you know (spread the word) to purchase a ticket where part of the funds will go to the March.

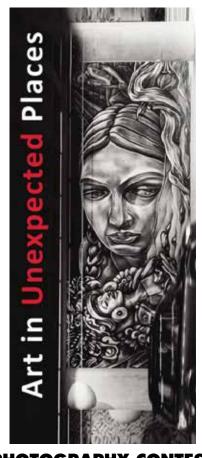
The dinner ticket price will be \$20 and include steak with oven-roasted potatoes, mushrooms, and salad, along with cream pie for dessert.

Please purchase by September 17 at the latest.

There are many definitions of a veteran. A favorite is: "A veteran is a person who at one time, signed a blank cheque to the Government and People of Canada for an amount up to and including his life." No person should ever be homeless.

Thank you for helping our veterans.

Lori Hoyes **President, Aurora Legion** 



## PHOTOGRAPHY CONTEST

Street art enhances our experience of a place. Whether it is urban graffiti, sculpture or yarn bombing, public art interrupts our daily routine, surprising and delighting passersby. This year's One Book Aurora photography contest, hosted by The Aurora Public Library and The Auroran newspaper invites your photos of art in unexpected places.

> For rules and guidelines, visit onebookoneaurora.com Send submissions to brock@lpcmedia.ca Contest deadline Friday, October 1, 2021.

THE AURORAN One One Book Aurora

## THE AURORAN

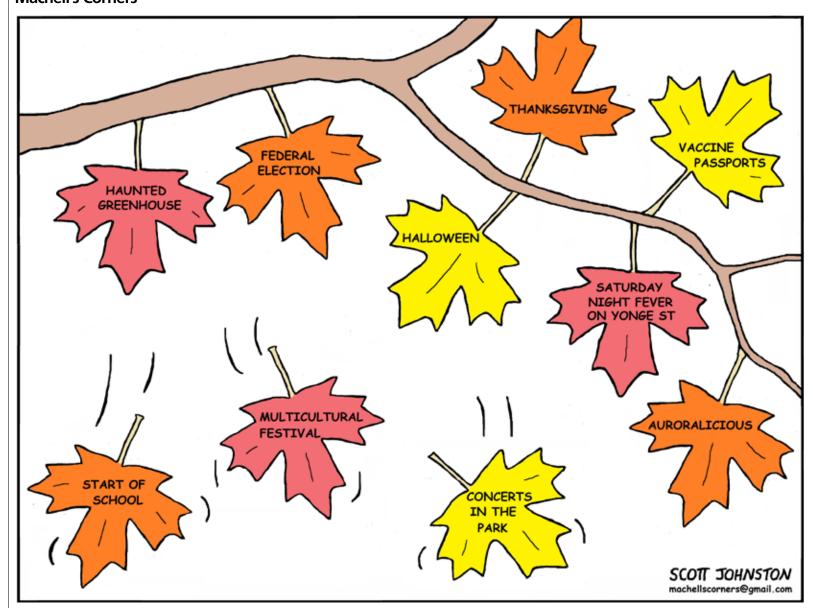
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#### Machell's Corners



# Democracy in the blink of an eye



## **BROCK'S BANTER**

**Brock Weir** 

like the thrill of standing in line at my polling place on Election Day, pencil at the ready, primed and pumped to place my "X" beside my candidate of choice alongside others keen on doing

Voting days before the rest of the country follows suit or simply popping a ballot into the mailbox simply doesn't feel the same to me.

Is it the better course of action during a lingering global pandemic to go the mail-in ballot route rather than finding a place outside your designated school or community hall on Monday with the others? Most likely – but after the most recent Federal Election in the United States, a mail-in seemed less palatable than it has in the past, despite all the obvious practical benefits.

But, I digress.

Whichever method you use to cast your vote, I sincerely hope that you did so in an informed manner.

Party leaders, for the most part, have mercifully shied away from claiming this is our "most important election ever," a refrain which seems conspicuous by its near-absence compared to just about every other campaign I can remember.

Yet, in many cases, it is.

This is the first election in nearly 100 years that is taking place during what is hoped to be a global pandemic's final

The world has, as we know all too well, changed drastically in the 22-orso months since we were last at the

Many of the issues that decided the fate of the former Liberal majoritycum-minority were pushed to the backburner and our elected officials on both sides of the aisle did their utmost to address the needs of residents when these needs were often unfathomable when they last hit the hustings.

Their actions have come to define a very important moment in our history and the government that Canadians elect over the next few days will have the unenviable job of defining our recovery, another factor that will continue to define the decade ahead.

Incumbents are running on a record that was unforeseeable on their personal checklists as they began their last term. Others on the campaign trail who were not part of the latest government or opposition have, in turn, had the tall task of trying to prove to voters that they could and can do better.

As far as tasks go, it was not an easy one with so many unforeseen variables and hypotheticals, but it has given voters a lot to consider.

And hopefully they have done just

By the time most of you receive this on Thursday, there will be little more than three days left until polls open across the country.

If you have not taken advantage of mail-in ballots or advanced polls, you still have some time to bone up on the Federal leaders, the local candidates, and party platforms, most of which are now fully costed and ready for public consumption.

There is ample time left to make sure your decision is an informed one and best reflects your own vision for the future of this country.

And that, at the end of the day, is what it is at stake.

It is not about maintaining a riding's standing or turning it Red, Blue, Orange, Green or Purple.

It is about identifying the Canada you want to see tomorrow and making the best decision today in order to get

If men and women can put themselves forward to further this vision, it is incumbent on all of us to sit up, listen, take notes, and ask questions before making that very important decision.

After all, it's a decision we will all have to live with for a while and could have ripple effects for years to come.

# It seems like this election has gone

Of course, the women and men who stepped up to the plate to represent their parties in this Federal election might have a decidedly different viewpoint on how fast this campaign flew by.

by in a blink of an eye

For some who were ready to hit the ground running as soon as the writ was dropped, they might be ready to pass the proverbial post with just a few beads of sweat on their foreheads.

Others who might have been scrambling that Sunday afternoon, or those who answered the call at the last minute, not thinking just a few months previous that their names might be on the ballot, just to ensure that residents of their riding have the opportunity to vote for the party they belong to, it might have been a shorter duration but a longer slog.

Wherever you find yourself on this scale, thank you for putting vourselves forward in the interests of our democracy and for giving residents the chance to vote for the platform that best represents the Canada they want to see at this critical crossroads.

We knew this election was coming long before Justin Trudeau made the short walk to Rideau Hall to meet with newly-minted Governor General Mary Simon to ask for the dissolution of Parliament. We might not have wanted one in the height of a pandemic, but we had ample notice to be braced for what was to come.

We also had ample notice to get up to speed on what each party offered Canadians – and there has certainly been no shortage of options.

Judging by the line-ups I passed at the end of last week as advance polls opened, it seems like many of you have already made your choice. And good on you - you've performed your civic duty. And, as I have stated previously in this column space, I hope you exercised your civic duty by making as informed a choice as possible for the Canada you want to see emerge from this pandemic.

From a personal standpoint, I still

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Zach Shoub

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To submit a letter to the editor, please send your email to brock@lpcmedia.ca Deadline for submissions is Sunday at 1 p.m.

# Poet Anna Yin weaves international tapestry with Mirrors & Windows

BY BROCK WEIR

**EDITOR** LOCAL JOURNALISM INITIATIVE REPORTER

As a new Canadian, Anna Yin first set pen to paper to improve her English.

That was her primary objective, but it is a journey that has been fruitful. Not only did she achieve her mission, she aced it – and now the City of Mississauga's very first Poet Laureate is set to bring her latest collection of poetry, Mirrors & Windows, virtually to the Aurora Public Library.

An Evening with Anna Yin, cofacilitated by journalist and poet Yafang Shi, will take place over Zoom on Thursday, September 30, and be held in both English and Mandarin.

Translated and edited by Ms. Yin, Mirrors & Windows is a collection featuring the works of nearly 60 individual poets whose works have been selected to

showcase "challenges and connectivity." It asks the reader to think about how they see themselves.

This is topic very close to Ms. Yin's

After coming to Canada from China in 1999, her love of poetry and the written word first began to take hold in 2003.

"I always thought poetry saved me because, at that time, when I started writing poetry in English, it not only improved my language but it helped me realize just how depressed I was," she says. "I was just so busy as an IT professional, a mother, and a wife, I felt like I was very trapped but I didn't know. Every night, I read a story to myself so I could improve my English - including bedtime stories like The Emperor's New Clothes. After I read that story to my son, I couldn't sleep because I felt the child in the story asked me who I am. Starting at that point, I



knew I wasn't happy because I felt lost. I but I hope it can help others," she says. didn't know who I am."

It was through writing that she rediscovered herself, finding inspiration in the world around her – both good and bad.

One piece of poetry was inspired by the plight of a young Chinese girl who went missing and whose body was subsequently found in Mississauga. In the intervening months between her disappearance and the tragic discovery, Ms. Yin says she held out hope for the best but, when the best wasn't realized, she penned "No More Weeping," a call for peace and hope that ultimately caught the attention of both the CBC and the City of Mississauga.

"My writing is not only for myself,

"After I started writing poetry, I found my purpose and meaning. I became happy. I realized I could use my poetry to tap unlimited imagination, to help me feel and experience a rich life. I want to share my story and poetry to help others. Mirrors & Windows shows it is not through others that I see myself."

Anna Yin served as Mississauga's first poet Laureate and was Ontario's representative to the League of Canadian Poets. Mirrors & Windows is her sixth book of poetry, and her second of poetry translations.

For more information on An Evening with Anna Yin, including how to register for free tickets, visit aurorapl.ca.





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#### Poet Anna Yin weaves international tapestry with Mirrors & Windows

An Evening with Anna Yin, co-facilitated by journalist and poet Yafang Shi, will take place over Zoom on Thursday, Sept. 30, and be held in both English and Mandarin about 10 hours ago By: Brock Weir, Local Journalism Initiative reporter



Poet Anna Yin

As a new Canadian, Anna Yin first set pen to paper to improve her English.

That was her primary objective, but it is a journey that has been fruitful. Not only did she achieve her mission, she aced it – and now the City of Mississauga's very first poet laureate is set to bring her latest collection of poetry, *Mirrors & Windows*, virtually to the Aurora Public Library.

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For more information on An Evening with Anna Yin, including how to register for free tickets, visit aurorapl.ca.

Brock Weir is a federally funded Local Journalism Initiative reporter at The Auroran

# What is Aurora's "current state of culture"? Revised plan aims to pin that down

BY BROCK WEIR EDITOR LOCAL JOURNALISM

Throughout the summer, Town Park has been a cultural hub for the community.

From the Town's Multicultural Festival earlier this month to programs offered by the Aurora Cultural Centre, the Aurora Public Library, the Aurora Museum & Archives and the Aurora Black Community, there has been no shortage of cultural activities for residents to enjoy.

But how does the community of today define culture? That is a deceptively complex question the Town hopes to answer through the drafting of a new Cultural Master Plan.

The Cultural Master Plan was first developed for the Town in 2014. Drafted with a five-year window, it is up for review once again through a process led by Phil Rose, Project Manager for Town Square.

Taking on the job at the beginning of 2020, Rose, along with an assembled Collaborative Leadership Team, their efforts were only temporarily hampered by the arrival of COVID-19. Throughout the pandemic they have been meeting virtually, with in-person elements like community engagement resurrected this summer all designed to help answer the cultural question.

"We're working on a model where we're defining what we call the 'current state of culture in Aurora' and we're trying to determine this based on census records, StatsCan data, on anecdotal information from the group on how would we define Aurora from a cultural perspective currently in terms of how we support it, the strength of it, and how vibrant we think the cultural community is," says Rose. "Once we've mapped out the current state of culture, the next step, which will begin this month, will be saying, 'this is where we currently are and where do we want to be?""

From there, the next step will be how do



Phil Rose, Project Manager for the Town Square redevelopment, is leading the development of Aurora's revised Cultural Master Plan.

Auroran photo by Glenn Rodger

we get from where we are today to where do we want to be in the future.

From the feedback they have received so far, Rose says culture can mean many things to different people. For some, it can centre on traditions and values. For others, the performing arts. The public engagement process has given the team a good idea on who residents consider to be "culture providers" but the "values the community shares and the traditions we hold dear" might be a bit trickier to pin down – but maybe not, with a helping hand from the public.

"One of the things that is in the works now is we want to put together what we call a Cultural Forum," says Mr. Rose, noting this forum will bring together people from the cultural sector, the business community, sports groups, and even people with backgrounds in promotion to weigh in. "Depending on where we are in COVID and capacity, this is an opportunity to get those individuals together [for] a conversation about where they see the current state of culture. What are the main

challenges? What would you like culture to look like in Aurora in the near future?"

Culture has not been immune to the pandemic. Nor has culture been immune from political shifts and efforts to address social injustice. Both factors have shaped culture and also opened up new avenues that might not have been previously considered by the Town's Cultural Partners.

A new Cultural Master Plan, says Mr. Rose, could consider culture's role within our changing world.

"The Cultural Sector has probably been one of the most hard-hit due to COVID and culture relies on people being in the same space, experiencing live music [and] the degrees of separation to really experience it has to be small. We have had lots of conversation about how do we move so many different businesses and organizations to a virtual space [and] COVID has definitely informed how culture has been experienced in the last little bit

"Just by nature and the demographics

of Aurora, the individuals who are on our Collaborative Leadership Team are a homogenous group for the most part: white, middle class. We have a cross-section of men and women but there isn't a lot of diversity there. How can we do better on that perspective? Culture has the ability to speak to some pressing issues around equity, diversity, discrimination, racism even housing is a huge issue in Aurora and across York Region of the GTA. Even if you think of performing arts or visual arts, culture is much broader than that. It has the opportunity to raise awareness of some of these larger issues. That is where we want to go and I think the Cultural Master Plan will talk about how we can be more

"Culture works best when you have a buy-in from a lot of different groups and individuals and I think that is what we have been aiming for. We're going to steer the ship as much as we can, but we want our culture groups and the public to know they have a lot of influence on the process as well."



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**Culture Days underway** 

BY BROCK WEIR

EDITOR LOCAL JOURNALISM INITIATIVE REPORTER

A month-long celebration of local arts and culture is now underway.

Culture Days 2021 kicked off Saturday morning at Town Park with celebrations running from 11 a.m. to 4 p.m.

Helping to get the extended celebration started were Njacko Backo and Kalimbas at Work, a performance from Marquee Theatrical Productions, Juno-nominated drummer and recording artist Sara Thawer, and Bharatanatyam dancer and choreographer KH Kanna.

"Culture is meant to be a focus within the community and this Culture Days specifically is a nationally-recognized period of time," says Robin McDougall, Aurora's Director of Community Services. "Through that, we recognize and honour our local arts and culture groups and, in doing so, have partnered with some of them to bring to the community [virtual and in-person] initiatives and we're quite excited about the elements they have put together.

"Our feel is the arts and culture community has been one of the hardest-hit through COVID and this is an opportunity to celebrate them as they start to re-open and engage with the community. Arts and culture is a huge part of the lifestyle and interest of a community. It brings people out, it shows what kind of versatility we have, the kind of cultures and ethnicities [are part of the community]."

Celebrations continue this week with An Evening with Anna Yin on Thursday, September 30, hosted by the Aurora Public Library, bringing together Ms. Yin, Mississauga's first Poet Laureate, with journalist Yafang Shi in a conversation held virtually in both English and Mandarin.

This Saturday, October 2, Culture Days returns to Town Park where the Pine Tree Potters' Guild will host a free hands-

on Raku pottery event, where participants will be able to choose a prepared tealight holder, glaze it, and watch the potters fire it right there for you to take home.

This demonstration will take place between 12 noon and 3 p.m.

On Thursday, October 2, The Aurora Museum & Archives will host a virtual installment in their "How To Care For" series

"Proper care and maintenance of heirlooms in your personal collection will ensure that they stay safe for future generations," says the Museum. "Show and brag about your favourite family items while learning the simple tips and tricks to preserve them at home."

This event, which will be held over Zoom, will be admission by donation.

One Book One Aurora, a yearly project by the Aurora Public Library to get all of Aurora reading from the same page, will also culminate during Culture Days.

On October 23 at 2 p.m., Drew Hayden Taylor, author of this year's selection, Chasing Painted Horses, will hold a virtual author talk.

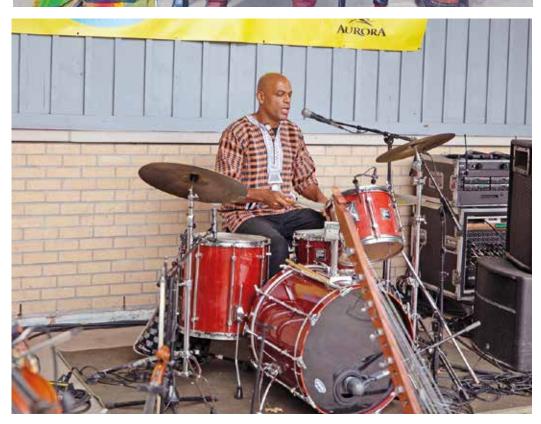
"This is a celebration of the diversity Aurora has to bring to the community," says Ms. McDougall. "We encourage the community to come out, celebrate with the local organizations, find out what they have to offer, and just simply enjoy time with their family and friends in a social setting or online."

Cultural Partners this year include the Aurora Black Community Association, Aurora Cultural Centre, Aurora Farmers' Market, Aurora Film Circuit, Aurora Historical Society, Aurora Museum & Archives, Aurora Public Library, Aurora Seniors' Association, Aurora Sports Hall of Fame, Marquee Theatrical Productions, Music Aurora, the Pine Tree Potters' Guild, SOYRA (Society of York Region Artists), Theatre Aurora, and the York Region Arts Council.

For a complete and growing list of Culture Days activities, including how to register, visit aurora.ca/culturedays.







**CULTURAL KICK-OFF** – Culture Days was formally launched Saturday at Town Park with programs, activities, and performance running from 11 a.m. to 4 p.m. Pictured here are Njacko Backo and Kalimbas at Work.

Auroran photos by Glenn Rodger



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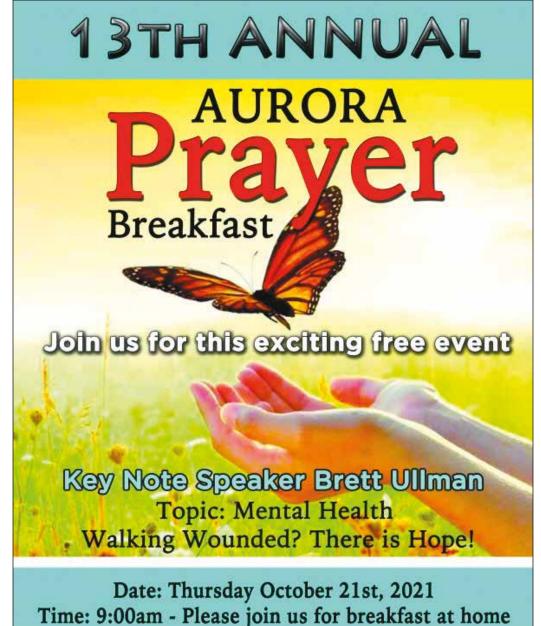
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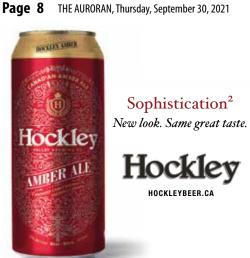
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# BUSINESS FINANCE



# Town Square redevelopment delayed by three months

Council, Committee look at ways to make up for lost time

BY BROCK WEIR

**EDITOR** 

Originally slated to be largely complete by the end of next August, residents might have to wait until November of 2022 to fully enjoy Aurora's complete Town Square redevelopment.

The \$60+ million project, which will include a public gathering space, a substantial new addition to the Church Street School, a bridge to the Aurora Public Library, and significant changes within the Library itself, has seen a number of minor setbacks since construction began.

In addition to unanticipated work to improve the rubble foundation of the historic former Church Street School building, additional challenges have included the remediation of contaminated soil on the 22 Church Street site, and change orders to work being carried out at the Library.

November of 2022 is now set as the new date for "substantial performance" of the new Cultural Centre addition, with renovations at the Library scheduled to be complete by December of this year. The



Restoration work on the Church Street School's rubble foundation is one factor in the projected threemonth delay in completing the Town Square redevelopment.

Auroran photo by Brock Weir

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bridge connecting the Library to the new Cultural Centre building is scheduled to be in place by June of 2022 with the gathering space below it by July of that year.

"Although the 22 Church Street completion date has been pushed to November 2022, we anticipate the bulk of the overall project work to be complete before this date," said Project Manager Phil Rose in a report to Council. "From the general public's point of view, the project will appear as though it is complete by late September or early October 2022, and we should be able to retract most of the hoarding by then, making most of the site usable for a public ceremony and public

But questions have been raised by both the Town Square Governance Committee and Council itself if any work can be done to get the project back on track to its original completion date.

The Governance Committee, for instance, was told that they do not believe it can be brought back on track "much beyond two to three weeks."

"Our approach is to continue to stay on them (Chandos Construction) to meet the completion dates they have issued on their latest schedule for the Library, bridge, square, and heritage school house," said Rose. "The risk of slippage will also diminish once we are completely above ground and steel erection begins on the new addition."

Posed with the question whether there was opportunity in other areas to speed up the build, November still seemed "the most likely scenario.

"Chandos will need to work with their trades to identify ways to improve the schedule. To date, conversations with the subtrades have not led to any schedule improvements. Chandos is open to working outside normal hours to make up time where possible, however this is at a premium. Colliers has made it clear any proposed overtime will need to be requested on a per occurrence basis and will only be considered if an improvement to the schedule can be guaranteed."

These questions were highlighted by Council at last week's General Committee meeting.

Building on any potential opportunities to make up the lost time, Councillor Rachel Gilliland questioned on whether staff were indeed considering the premium.

"There have been many discussions about the timeline related to the project with the various parties," said CAO Doug Nadorozny. "One of the things we have put on the table is since our contingency is still relatively healthy and we're through a lot of the risk in terms of the soils and everything, we have suggested that we could consider additional charges for weekend work and to expedite this kind of project if it brought direct benefit to the timeline. We said we would not take it as a general consideration, that we would want very specifically... if we paid extra for this to happen, this would be the impact on the schedule. We put that out there a couple of times and to date there hasn't been any opportunities because of the nature of stage they're at with the project."

Councillor Gilliland responded that Council wants to "make the best decisions that are going to be the most cost-effective solution."

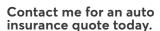
"If it is going to take an extra couple of weeks, I am sure that saving a couple of extra dollars here and there is something we would like to see," she said.

Similarly, Councillor John Gallo said he was "not interested in finishing" Town Square early "just to eat up some contingency to be able to open the doors quicker."

"To me, that makes no sense whatsoever," he said. "If there's value added, we're going to generate income, whatever the reason is, I am okay with that. Just because we have a contingency there doesn't mean we're going to spend it all, unless it is for very good reasons and finishing it quicker than necessary, to me, is not bringing value to and we shouldn't be spending contingency on that – unless, again, there is a solid reason for it."

Added Councillor Wendy Gaertner: "When we did the SARC (Stronach Aurora Recreation Complex) we were rushing to open it and that ended up in a couple of lawsuits. I think we need to be very careful with what we do if we move up the timeline."







Richard Gong, Agent 905-727-6333

**Desjardins** 



celebrating... The Harvest! this tool was probably used for decades to help



# **GETTING THINGS DONE**

Mayor **Tom Mrakas** 

I think I can speak for everyone in saying we are exhausted. Physically, mentally, emotionally. We would like to just get back to the way things were before the pandemic started.

We have experienced over 18 months of devastating impacts to virtually every aspect of our lives. We have seen businesses close, and we have seen people lose their livelihoods and homes and we have seen loved ones get sick and die.

As this crisis drags on, we have, unfortunately, also experienced the impacts of caustic, divisive politicization of the pandemic.

This serves no one; we get through this by working together toward a

business owners.

bring in the harvest.

As Mayor, my job from day one has been to rely on the advice of our Medical Officer of Health to protect the health and welfare of everyone in our community. Throughout this crisis, I have been a fierce advocate for our business owners and a strong supporter of initiatives that keep our residents safe.

Right now, our businesses are open and beginning the road to recovery; arts and culture are having live events again, and we are beginning to once again get together for large Town events like the street party the common cause - the health and other weekend - and our kids are safety of our residents, staff and back to school and back to playing

the sports they love!

Public health and safety measures implemented by the Town and many other municipalitiesincluding capacity limits, masking, physical distancing and vaccination requirements - are based on the latest and best evidence and under the advice of the York Region Medical officer of health and other Medical We have all done our best to do Officers of Health "...to give us the best chance to slow the spread of this virus and keep us safe while helping us to avoid further lockdowns and get us through this pandemic."

As always, if you have any questions please contact me by email tmrakas@aurora.ca or by phone 416-543-1624. I am here

## **Fall Limericks**



## **INSIDE AURORA**

**Scott Johnston** 

#### **Change of Seasons** With summertime now on the wane

Fall's palette of colour we gain Bright leaves in the trees Are a sight to please But raking them up is a pain

## **Political Shift**

When the Fed's election was through Our Town's colours had a new hue When voting was done Our ridings had gone To red and red, from red and blue

## Town Square Delays

An update has been relayed That work on Town Square is delayed To make up the time lost Can be done at a cost If contingency funding's in play

## **Stanley Cup** in Aurora for 3rd year

'Twas a sight for eyes that were sore When the Cup came to Town once more Would it not be neat To have a repeat And make it next year four for four?

## Yonge St **Underpass Construction**

Work continues without respite But the end is never in sight It keeps going on From dusk until dawn Could it go forever? It might

## Vaccine Passports

Patiently you stand in the line Till you reach the man by the sign "Your passport, may I see? And some photo ID? Thank you, may you go in and dine"

## **Gypsy Moth Season Ends**

Aurorans let out a big cheer When these insects in fall disappeared We somehow endured But one thing's for sure They'll be back with a vengeance next year

## The 4th Wave

Getting COVID fills one with dread It's enough to mess with your head But having to stave Off all of these waves Is making me seasick instead

## It's That Time of Year

Halloween is now on its way You see the signs in stores each day But it's not the ghosts That scare me the most But the early Christmas displays

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



# Welcome to **Library Land**

By Reccia Mandelcorn

Fall in Library Land is a time for celebrations. First Nations Public Library Week and Ontario Public Library Week coincide with Canadian Library Month. And at Aurora Public Library, we enter the final stretch of OneBookOneAurora (OBOA) – an annual initiative that celebrates Canadian writing and builds community through the shared experience of reading and discussing the same book.

In its eighth year, OBOA is a signature project of APL. From January to October, a host of free events, discussions and contests center around the major themes of the selected book. Book Clubs can request copies for their members. Discussion questions as well as suggestions for future reading are provided to expand the reader's experience. Little free lending libraries set up in the summer encourage readers to borrow a book on the honour system, and then either return it to the little lending library or pass it on to family or friends.

Chasing Painted Horses by Drew Hayden Taylor is the OBOA 2021 selected title. It's a captivating story about how finding some unexpected graffiti in an alley compels police officer Ralph Thomas to wonder about Danielle, an extraordinary girl from his youth, who drew a magical horse on the creative space known as The Everything Wall. The book can be read on many levels, which is, I think, why it has resonated so strongly with readers. It can be taken at face value as a fable or as an escape into magic realism. It can be read as a political statement about the economic inequities inflicted upon Indigenous communities. For me, its power resonates in how the author describes the creative process as "imagining it to life".

The project's grand finale, "Meet Drew Hayden" happens on Saturday, October 23 at 2:00 pm. It's an opportunity to meet Drew online and enjoy a fascinating glimpse into the experiences that shaped this powerful book. Drew's talk will be followed by an audience Q&A. Tickets are available at bit.ly/3iph81a

OneBookOneAurora happens through community support and participation. Special thanks go out to Cormorant Books and Marc Coté for their generous support, The Auroran with special appreciation to Brock Weir, Marnie Maguire and Todd Jamieson for excellence in programming, Sue Foerster and Archie Maghsoudloo for their virtual art exhibit, Phil Rose, Aurora Town Square, for the installation of our own Everything Wall, Heather Cooper for suggesting this wonderful book in the first place - and to every reader who read and discussed Chasing Painted Horses.

What I've been reading:

## **Mirrors and Windows**

by Anna Yin

The Almost Wife by Gail Anderson-Dargatz

The Hidden Palace

by Helene Wecker

## **Swimming Back to Trout River**

by Linda Rui Feng

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.

## THIS WEEK'S NEW POLL

Is enough being done to keep students safe in school?

Yes No Unsure

www.theauroran.com PREVIOUS POLL



## TOWN OF AURORA

# NOTICE BOARD

October 14, 2021



## **Council & Committee Meetings**

Date	Time	Location	Meeting
Thursday, October 14	7 p.m.	Video Conference	Committee of Adjustment
Tuesday, October 19	5:45 p.m.	Council Chambers	Council Closed Session (if required)
Tuesday, October 19	7 p.m.	Council Chambers	General Committee
Wednesday, October 20	7 p.m.	Video Conference	Aurora Public Library Board
Wednesday, October 20	7 p.m.	Video Conference	Anti-Black Racism and Anti-Racism Task Force
Tuesday, October 26	5:45 p.m.	Council Chambers	Council Closed Session (if required)
Tuesday, October 26	7 p.m.	Council Chambers	Council
Thursday, October 28	6 p.m.	Video Conference	Aurora Appeal Tribunal

\*All meetings held electronically are as per Section 19. i) of the Town's Procedure By-law No. 6228-19, as amended, due to the COVID-19 pandemic. Meetings will be available to the public via live stream only on the Town's YouTube Channel. In-person public attendance at meetings is not permitted at this time.

#### **New public health instructions for** organized sports facilities

Effective 12:01 a.m. on October 1, 2021, and until further notice unless otherwise specified, all persons responsible for facilities where organized sports are played and/or practiced must:

- 1. Require each person, age 12 years and older, at the point of entry, who attends the indoor area of the facility for the purpose of (a) actively participating in organized sports, (b) coaching, officiating at organized sports or volunteering, or (c) spectating at organized sports, to provide identification and proof of being fully vaccinated against COVID-19 or a valid medical exemption.
- 2. Comply with all other requirements under the Reopening Ontario Act and its regulations that apply to the facility.

The Town of Aurora will comply with the new instructions and request identification and proof of vaccination, or a valid medical exemption for all facility entrants aged 12 and up; however, to ensure that users have time to comply with the new guidelines, the Town will take an education-first approach until November 1, 2021.

Activities related to organized sports have the potential to enhance COVID-19 transmission through close contact, forceful exhalation, prolonged exposure, crowded indoor spaces and masks and face coverings removed during physical activity.

Verifying proof of vaccination for persons 12 years and older in the facilities noted above, in accordance with York Region's Letter of Instruction, will strengthen protection for York Region communities by helping curb the spread of COVID-19.

Continue to visit york.ca/covid19 for the latest information on related COVID-19 information or dates for clinics to receive the COVID-19 vaccine.

### **Virtual seminar offered through Aurora Public Library**

On Thursday, November 18 at 7 p.m. meet the fabulous Phiona Durrant at Entrepreneurs in Residence and learn about what made her an entrepreneurial success in Canada.

Register at https://bit.ly/300TPo1

## **E-Waste Collection**

Have you recently replaced a computer, phone or television? Drop-off all of your unwanted or obsolete electronic devices to be fully recycled at the Joint Operations Centre - 229 Industrial Parkway North on Saturday, October 23 between 10 a.m. and 2 p.m. Due to COVID-19, residents will be required to remove all e-waste from their vehicles and dispose in the collection bin.

For more details visit aurora.ca/wasteandrecycling.

# **Community Services**



#### **Winter 2022 Program Guide**

Our Winter 2022 Program Guide has programs and activities for all ages. The guide will be distributed to all Aurora households with The Banner on November 4.

Online registration for recreation and aquatic leadership programs starts on November 8.

Full details available at aurora.ca/recguide. Pre-registration is required for all programs and drop-in activities at aurora.ca/eplay.

### **Aurora Family Leisure Complex pool times**

Daytime leisure swim times available at the AFLC pool for families with young children.

Pre-registration is required at aurora.ca/eplay. For AFLC pool swim times schedule, please visit aurora.ca/aquatics.

### **Aurora Family Leisure Complex drop-ins** and skating activities

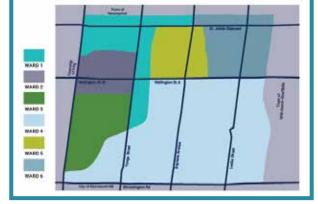
Recreation centres are now open for indoor sports activities. Pre-registration is required. For AFLC Drop-In schedule, please visit aurora.ca/aflcdropin.

For Skating Activities schedule, please visit aurora.ca/skating.



The Town of Aurora will be switching to a ward system in 2022. When residents vote in the 2022 Municipal Election, they will be voting for a Mayor and one Ward Councillor who represents their ward indicated on the map below. In total, there will be a Mayor and six ward councillors elected.

To find out which ward you live in, enter your street address into the interactive map at aurora.ca/wards.





#### **Notice to residents regarding trail** construction

The Town of Aurora Operational Services – Parks Division will be constructing a trail and boardwalk within the Town-owned open space lands (Marsh Creek Valley lands) west of Joseph Hartman Crescent in accordance with the Town's Trails Master Plan.

Construction of the Trail will commence mid-October 2021. We hope to have the trail and boardwalk completed by mid-December, weather permitting. The trail will be our standard 3.0m wide gravel trail and the boardwalk will be 2.4m wide with similar construction to the boardwalks recently completed in the David Tomlinson Nature Reserve south of this site. Some minor grubbing of vegetation is required; however, no large trees will need to be removed. Naturalization plantings will be provided where the trail is in close proximity to rear yards.

The trail connection at Joseph Bales Parkette will remain open to access the trails further south. We anticipate the trail connection to Joseph Hartman Crescent from the north will remain open as well, however, temporary closures may be necessary to facilitate construction.

For questions or comments, please contact Gary Greidanus, Senior Landscape Architect at ggreidanus@aurora.ca or call 905-727-3123 ext. 3227.

## **What's Happening**







## The Town of Aurora is moving to a bag tag system.

Effective January 2022, residents who place more than three (3) bags or containers out for pick up will be required to purchase and place a bag tag on any additional bags.

Any waste exceeding the limit will require a bag tag to be attached to each bag.

Example: AURORA TOWN OF AURORA 001257

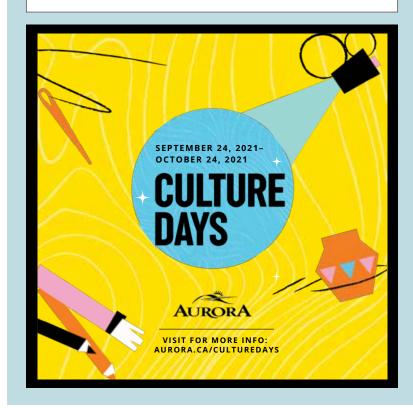
Bag Tags cost \$5 per tag and can be purchased at Aurora Town Hall (100 John West Way).

Bag tags must be visible and wrapped around the neck of the bag.

\*\*Does not apply to the limit of 5 bulky items\*\*

For more information, please visit: aurora.ca/wasteandrecycling





## **Aurora Town Hall**









# Aurora Town Square Updates



Figure 1: Panoramic view of the site from the Library roof

## **Activities Since Last Update**

- Erection of the new Cultural Centre's structure continue
- Removal of the temporary structural steel rakers at the north elevation of the School House
- Forming of retaining walls and ground floor slab in the atrium has been completed
- Forming and reinforcing of the 2nd floor slab and structural columns is underway
- Frost slabs have been poured at the swing doors on both the east and west side of the Library
- Mechanical and Electrical rough-ins continued in the 2nd floor multi-purpose rooms of the Library.
- Window frames have been installed in the block wall openings of the Library

#### **Activities For Next Period**

- Continue Library roof assembly installation
- Continue Library mechanical and electrical rough ins
- Continue Church St School addition structure installation
- Continue installation of infrastructure/services in the square
- Regular site meetings to occur with contractor every two weeks
- Project management meetings are ongoing