

Ottawa Public Library Board Meeting

Minutes 23

Tuesday, 13 April 2021

5:02 p.m.

Electronic Participation

Notes: 1. *The Ottawa Public Library Board members participated virtually.*

Prior to the agenda business, Chair Luloff welcomed members and attendees to the Ottawa Public Library Board meeting and proceeded with roll call by voice in random order.

Present:

Chair: Matthew Luloff

Vice-Chair: Kathy Fisher

Trustees: Steven Begg, Riley Brockington, Mary-Rose Brown,
Allan Higdon, Rawlson King, Carol Anne Meehan, Harvey A. Slack

RECOGNITION OF TERRITORY

Chair Luloff delivered the Indigenous territorial recognition, noting that trustees, staff, and participants are gathering on the unceded and ancestral territory of the Anishinābe Algonquin people.

Prior to the Agenda business, Chair Luloff acknowledged special guests, specifically for the Announcement/Ceremonial Activity and Item 2, the Ottawa Public Library (OPL)-Library and Archives Canada (LAC) Joint Facility Project Design Update. Considering the important announcement, which is a timed item set for 5:45 p.m., the Chair asked the Board's indulgence to manage the agenda as needed, which could require a pause in the discussion of another item close

to the allocated time. He also asked that the Board consider Items 2 and 6 immediately following the announcement.

DECLARATIONS OF CONFLICT OF INTEREST

No declarations were filed.

CONFIRMATION OF MINUTES

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Confidential Minutes 5 – Tuesday, 9 March 2021

The Board heard the Announcement/Ceremonial Activity timed item following Item 1.

ANNOUNCEMENTS/CEREMONIAL ACTIVITIES (5:45 p.m.)

- Ottawa Central Library Fundraising Campaign Honorary Campaign Chair

Trustee Harvey A. Slack announced Beverley McLachlin, former Chief Justice of the Supreme Court of Canada as the Honorary Chairperson for the Ottawa Central Library Fundraising Campaign.

Ms. McLachlin spoke briefly, and shared her deep connection with libraries and learning, and the power they have on all of us. She explained why she accepted to be Honorary Chair, and the role she will play in the upcoming capital campaign. She described her excitement about the building, the extensive public engagement, and the consultation with Indigenous communities and other stakeholders, and the impact it has had on the development of the facility design.

Chair thanked Trustee Slack for the introductory remarks and the Right Honorable Beverley McLachlin for her involvement in this landmark campaign and her attendance at the meeting this evening. The Chair remarked that the Board is thrilled to have someone with Ms. McLachlin's stature, expertise, and

passionate the Honorary Chair.

CHAIR'S VERBAL UPDATE

April is National Poetry Month

The Chair indicated that National Poetry Month was established in Canada in April 1999 by the League of Canadian Poets, to bring together schools, publishers, booksellers, literary organizations, libraries, and poets to celebrate poetry and its vital place in Canada's culture. Communities and businesses participate through readings, displays and booklists, and other means. Customers can join OPL on April 27 at 7:00 p.m. for a conversation with prolific poet Seymour Mayne as the discussed his latest collection of poetry *Perfume: Poems and Word Sonnets*. Many of his poems, works inspired by them, and other great poets are in OPL's collection.

Branch Improvements

Chair Luloff observed how OPL ensures that existing libraries are properly maintained, renewed and/or retrofitted in order to deliver library services that meet customer needs. In March, Sunnyside branch received some improvements with a new staff desk in the Children's section. The new height-adjustable desk will provide staff with a more ergonomic workstation, improve customer accessibility, and refresh the visual quality of the Children's area. Chair Luloff pointed out the installation includes a ceiling-hung plexiglass shield to improve safety. Additional information about branch improvements will be shared with trustees when completed, on an ongoing basis.

MOTION OPL 20210413/1

That the Ottawa Public Library Board receive the Chair's verbal update for information.

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CHIEF EXECUTIVE OFFICER'S REPORT

Volunteer Recognition

The CEO indicated that National Volunteer Week is celebrated April 18-24, 2021. She said it is heartening to see how caring and compassion has thrived during the pandemic. We have seen so many local residents volunteering to support family members, friends, neighbours, and strangers. The CEO acknowledged the importance of volunteers to OPL's success. In normal times, OPL celebrates volunteers with in-person events, particularly our teens who help with community programming, as Conversation Group leaders, Reading Buddies, and in Teen Advisory Groups. She indicated that staff would also normally thank the Friends of the Ottawa Public Library Association (FOPLA) for their tremendous volunteer efforts to support OPL through bookstores and book sales in our branches, providing funding for many wonderful initiatives at OPL. Due to the pandemic, many volunteer opportunities could not occur, and in-person celebrations of their contributions were not possible. Everyone at OPL misses our many volunteers, and looks forward to celebrating with them again in 2022 or when possible. The CEO said it is a privilege to thank the Board Trustees for all the time that they contribute to the Library: participating in Board and committee meetings, attending events, visiting branches, guiding the direction of the OPL, and as caring and passionate stewards of the library system. The CEO indicated that a special virtual e-card was sent to the Board for Volunteer Recognition this year.

Recognition of Vladimir Uher

In light of Vladimir (Vlad) Uher's recent resignation as the President of FOPLA, the CEO recognized his tremendous leadership and expressed her regret at his departure. She said Vlad has led FOPLA for many years, and most recently steered the organization through difficult times with compassion and strong leadership. One of Vlad's final projects as president was to help steer the organization into online sales; the CEO was excited to announce that FOPLA's "Kind Reads" online bookstore is coming soon and will offer an excellent selection of curated used books to new and old customers across Canada. To get the latest updates, follow the Instagram handle, @kind.reads. The CEO recognized how Vlad helped position FOPLA for the future with this initiative, which was just one example of the wonderful work he has accomplished with his fellow Board members and volunteers. On behalf of OPL, the

CEO expressed her sincere appreciation for Vlad's work at FOPLA and his support of OPL and wished him well.

MOTION OPL 20210413/2

That the Ottawa Public Library Board receive the CEO's report for information.

RECEIVED

PRESENTATIONS

1. OTTAWA PUBLIC LIBRARY'S COLLECTION NEWS FROM 2020

Ann Archer, Program Manager, Content Services provided a presentation about OPL's collection highlights from 2020. (*Held on file with the Chief Executive Office.*) Ms. Archer highlighted the refreshed Content Services Framework 2020-2023, approved in March 2020, and how the pandemic has shone a spotlight on the library collection, particularly our digital offerings. She said the Content Services team has adapted to increased customer requests and interest in the digital collections by increasing annual spending in the fall of 2020. Ms. Archer highlighted trends in usage from 2020, particularly areas that increased exponentially from 2019, as well as some new ways staff have engaged with customers to discover great material, including the "We Recommend" page on the website. She ended by touching on new collections that Content Services is working on, as well as collections that may not be as well known to customers.

MOTION OPL 20210413/3

That the Ottawa Public Library Board receive this presentation for information.

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2. OTTAWA PUBLIC LIBRARY AND LIBRARY AND ARCHIVES CANADA

JOINT FACILITY PROJECT – DESIGN UPDATE

Prior to the presentation, Chair Luloff reminded trustees that the Main branch of the OPL was identified by the Board as the top priority for renewal in 2012. Since then, an incredible partnership has developed with Library and Archives Canada to design a joint facility that will reflect the mission and values of both organizations, with extensive public input. He thanked OPL CEO Danielle McDonald and Librarian and Archivist of Canada Leslie Weir for their leadership throughout the design process.

The Board agreed to have Mayor Jim Watson say a few words.

Mayor Watson congratulated the CEO, the Librarian and Archivist of Canada and the project team on the final design and acknowledged Chair Luloff for his stewardship and previous Chair Tierney for his efforts in getting this project off the ground. Mayor Watson also referenced the work of the Anishnābe Algonquin partners on the design. He said the facility will become a landmark destination that will set the tone for the City and the revitalization of Lebreton Flats. He thanked Minister McKenna for additional funding that will support sustainability enhancements to permit this building to be a “net zero carbon” facility. He congratulated the Right Honorable Beverley McLachlin as the new Honorary Chair for OPL’s capital campaign. Mayor Watson noted that many Ottawa residents are able to see the building designs, which are displayed at City Hall, when they arrive to receive their vaccinations. He said the final design will be presented to the National Capital Commission (NCC), a key LAC stakeholder, on April 22. Mayor Watson concluded by saying he is looking forward to that ground-breaking, which will occur later this year.

Chair Luloff thanked the Mayor for being a strong champion of the new central library that will benefit residents in Ottawa and visitors for generations to come.

Danielle McDonald, CEO, OPL and Leslie Weir, Librarian and Archivist of Canada provided introductory remarks to the OPL-LAC Joint Facility Project Design Update item.

The CEO was pleased and excited to share with the Board the final

architectural drawings for the Ottawa Public Library (OP) – Library and Archives Canada (LAC) Joint Facility, which reflect one of the most inclusive design processes for any public building in Canada. She said the partnership with LAC has been a strength in the project and contributed to a building that is both beautiful and inclusive. Ms. McDonald indicated that the facility is inspired by feedback from residents, Indigenous communities, and Canadians from coast to coast, a process the project team and the architects were deeply committed to. Ms. McDonald thanked her colleague and partner Leslie Weir for her collaboration in delivering the project. Lastly, she thanked OPL staff and recognized her City colleagues working on the project for their commitment and dedication.

Ms. Weir echoed the CEO's inspiring words. She acknowledged the uniqueness of the partnership, and the innovative and collaborative teamwork on the project to date. Ms. Weir thanked the project team, and recognized her colleagues at LAC, acknowledging those in attendance: Mario Gasperetti, Sylvain Salvas, Lisa Tremblay-Goodyer, Johanna Smith, and Scott Hamilton.

Simon Dupuis, Manager, Design and Construction, City of Ottawa, Craig Ginther, Division Manager, Central Library Project, OPL, Gary McCluskey, Principal Architect, Diamond Schmitt Architects, Della Meness, Manager, Education Services, Algonquins of Pikwakanagan First Nation, and Anita Tenasco, Director, Kitigan Zibi Anishinabeg First Nation Education Department provided a presentation on the final design. (*Held on file with the Chief Executive Officer*). Alain Gonthier, Director, Infrastructure Services, City of Ottawa, attended virtually.

Key highlights of the presentation included:

- Project Update (Design Schedule, project highlights, public art, pandemic design report, and early works construction);
- Engagement (Local residents and business owners, public engagement, employee engagement, partnership with LAC and City of Ottawa);
- Partnerships (Anishinābe Algonquin Communities, design inspiration and continued collaboration);

- Final Design (Workshops, different views of facility, landscape plan, materials, net zero carbon exterior and interior, context plan, floor plans, wall accent strategy and designs); and,
- Upcoming Milestones (next steps)

In response to a question from Trustee Brockington regarding how the western red cedar wood on the exterior of the facility will weather the Ottawa climate, Mr. McCluskey said cedar has natural resins that are known to age very well. He indicated that the wood is treated in two different ways, and a penetrating sealer is used to prevent deterioration caused by UV. He reiterated that wood was chosen for the exterior of the building to maintain a sense of warmth, and noted the wood is located at the ground floor level where users will best see it and respond to the warmth. He said the team has been working on the question of protecting the wood, and several other key maintenance issues, with the operators of the building who will be maintaining the building in years to come.

Trustee Brockington asked for more information regarding the building entrances, and Mr. McCluskey provided a brief overview of the four entry points into the building.

In response to a question from Trustee Higdon on whether the original stained-glass window from the old Carnegie library (currently in the Main branch) will be integrated in the new building, Mr. Ginther indicated staff have been evaluating the various pieces of public art at the Main branch for potential inclusion in the new facility. The design does currently incorporate the stained-glass window in the new building.

Vice-Chair Fisher had a question about the mesh material mentioned on the second floor, and its purpose. Mr. McCluskey said the meshing will be located in the outdoor space in the children's area, to help provide security.

There being no further discussion, the presentation was RECEIVED as presented.

MOTION OPL 20210413/4

That the Ottawa Public Library Board receive this presentation for information.

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Trustee Begg left the meeting at 6:16 p.m.

REPORTS

3. 2021 OTTAWA PUBLIC LIBRARY BOARD WORK PLAN

OPLB-2021-0403

Vice-Chair Fisher asked staff to clarify the reason for the hold on the Riverside South Branch Design Process. Anna Basile, Division Manager, Corporate Services said the Riverside South branch is a facility being built alongside a recreation center in partnership with the City's Recreation Culture and Facility Services (RCFS). The timing of this project is led by RCFS. At the last discussion, partners were hopeful to initiate the design phase at the end of the fourth quarter of 2021; however, until that timing can be confirmed the project has been listed as "on hold."

Trustee Brockington indicated there are several residents in his ward that are passionate about OPL and are engaged with the work plan. He asked staff to elaborate on the difference between the Service Delivery Framework (SDF) and the Facilities Master Plan (FMP). Ms. McDonald said the SDF is a new item on the Board work plan. The SDF is going to provide an understanding of the services OPL currently offers. The last SDF was in 2003 and a revision is well overdue. Staff will bring forward a report to the Board about the SDF, which will outline core services, other services, and service modes and channels. The SDF is a key component of OPL's planning and will serve as an anchor upon which we would build other components such as the FMP. The FMP, in turn, speaks to one aspect of the physical spaces. One of the early components of this framework will be

developing a set of priorities, not only with respect to facilities but also other OPL assets. Ms. Basile added that the SDF is a broad framework that looks at all OPL's services and channels; for example from an infrastructure channel, it could be fleet, a facility, or technology. The FMP is more specific and includes two components: the facilities framework, which includes the decision-making tool to help guide prioritization of new facilities, as well as the Asset Management Framework which prioritizes existing assets and the need to ensure longevity of those assets.

Trustee Brockington reiterated that the public will have future opportunities to provide comments and appear as a delegation before the Board regarding these items, as per the CEO's response.

There being no further discussion, the report was CARRIED as presented.

MOTION OPL 20210413/5

That the Ottawa Public Library (OPL) Board:

- 1. Approve the 2021 Board Work Plan (Appendix 1);**
- 2. Receive the 2021 Corporate Work Plan (Appendix 2) for information.**

CARRIED

4. ALTA VISTA BRANCH TEMPORARY CLOSURE

OPLB-2021-0404

MOTION OPL 20210413/6

That the Ottawa Public Library Board approve the temporary closure of the Alta Vista Branch for three weeks in May 2021, to undertake facility improvements.

CARRIED

5. SEMI-ANNUAL PERFORMANCE MEASUREMENT – JULY - DECEMBER 2020

OPLB-2021-0405

MOTION OPL 20210413/7

That the Ottawa Public Library Board receive this report for information.

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6. OPL-LAC JOINT PROJECT FINAL DESIGN – MOTION (TRUSTEE RILEY BROCKINGTON)
-

Trustee Brockington introduced his motion, which complemented this evening's fantastic news regarding the Honorary Campaign Chair for the new central library, and the unveiling of the final OPL-LAC Joint Facility design. This is the final opportunity for the Board to see this project before it goes out to tender. He noted that this marks a lengthy and successful public journey to date. The Board has heard that the public engagement on the building design included multiple surveys and in-person workshops with over 1,300 attendees and 3,000 online participants; genuine relationship building and expertise from Indigenous peoples of the Kitigan Zibi and Pikwakanagan communities, as well as members of the urban Indigenous communities of Ottawa; three presentations to the City's Accessibility Advisory Committee and many internal consultations with OPL's subject matter experts with specific building elements of this design. Trustee Brockington referenced the positive reviews from the public at the "design reveal" event in January 2020. In his opinion, the Board recognizes its statutory role as a steward of the OPL, and that the new Joint Facility will provide a rich experience that meets the needs of OPL. In conclusion, the motion solidifies the Board's support for the final design of this significant initiative before it goes to tender. The OPL-LAC Joint Facility is the largest

capital project in Ottawa's history, and it will be the marquis destination. He noted that once Lebreton Flats is built out, the shared facility will be a shining star in a sky of many remarkable facilities in this new central neighbourhood. The motion makes a public statement that the Board fully endorses the final design of the Ottawa Public Library portion of the OPL-LAC Joint Facility.

Chair Luloff agreed that it is an incredible design. He shared Trustee Brockington's enthusiasm and supports the motion being introduced. Chair Luloff thanked all the presenters, the teams, stakeholders for all the work that went into this, indicating it is a design that will be talked about for years to come.

There being no further discussion, the motion was CARRIED as presented.

MOTION OPL 20210413/8

WHEREAS in accordance with the provincial Public Libraries Act, the Ottawa Public Library ("OPL") Board ("Board") is responsible for providing public library services to the residents of Ottawa; and

WHEREAS the Central Library Development was an approved 2015-2018 Strategic Priority for the Board; and

WHEREAS City Council approved the development of a Central Public Library as a strategic priority during the 2014-2018 and 2018-2022 Terms of Council; and

WHEREAS in January 2017, the Board recommended that City Council approve the Ottawa Public Library-Library and Archives Canada (OPL-LAC) Joint Project for a new Ottawa Central Library; and

WHEREAS in February 2017 City Council approved the OPL-LAC Joint Project; and

WHEREAS the Board is a full partner in the management and oversight of the OPL-LAC Joint Project, in keeping with the Governance Agreement, which guides how the project will proceed; and

WHEREAS the Design Development Phase of the OPL-LAC Joint Project brought together all design elements into a single comprehensive building entity, and included extensive consultation with the public and key stakeholders, such as:

- **general public engagement on the building design of the Inspire555 series and survey included 10, in-person workshops with over 1,300 attendees, 3,000 online participants from across the country and pop-up consultation events across the City; and**
- **Relationship-building with, and expertise from, Indigenous peoples, including members of Kitigan Zibi and Pikwakanagan communities, as well as members of the urban Indigenous communities in Ottawa;**
- **Three presentations to City's Accessibility Advisory Committee and**
- **Internal consultations with the Ottawa Public Library's subject matter experts regarding specific building elements; and**

WHEREAS the final building form and exterior was showcased to positive reviews at the design unveiling event in January 2020, and

WHEREAS the Board recognizes its statutory role as a steward of the Ottawa Public Library; and

WHEREAS, the Board believes the new joint facility will provide a rich experience that meets the needs of Ottawa Public Library customers; and

WHEREAS as a full partner in the management and oversight of the OPL-LAC Joint Project, the Board seeks to demonstrate its support for the final design at this key milestone in the significant initiative;

THEREFORE BE IT RESOLVED THAT the Ottawa Public Library Board endorse the final design for the Ottawa Public Library portion of the Ottawa Public Library-Library and Archives Canada (OPL-LAC) Joint Facility Project, as presented at the Ottawa Public Library Board

meeting of April 13, 2021.

CARRIED

The Chair thanked the Board for allowing flexibility in the order of the agenda items to accommodate the timed item relating to the Honorary Campaign Chair announcement. He thanked members Brockington and Slack and Mike Poliwoda, Manager, Major Gifts and Sponsorship for their efforts on the Fundraising Ad hoc Committee in securing such a tremendous individual as Honorary Chair. He congratulated the CEO and the entire team for their wonderful work on the final design.

INQUIRIES

Trustee Brockington submitted the following inquiry:

What plans does the Ottawa Public Library have to increase programming and services in the Hunt Club community over the next two years?

ADJOURNMENT

MOTION OPL 20210413/9

Be It Resolved that the Ottawa Public Library Board meeting be adjourned at 7:12 p.m.

Chair

Recording Secretary