

Held: Thursday, March 26, 2026
Location: George Ashe Library
Attendees: Councillor S. Butt; K. Danylak; B. Kenworthy; A. Maginley (Chair); A. Mir; D. Sharma; S. Sheehy; K. Smuk; F. Mahjabeen
Absent: Councillor L. Cook; Councillor M. Brenner;
Staff: S. Oza, (Acting) CEO/Director of Public Libraries; C. Moore, Director, Corporate Services & Collections; L. Wallis, (Acting) Executive Assistant; S. Yung, Manager, Marketing & Community Relations; V. Plouff, Division Head, Facilities Management & Construction; D. Poida, Senior Project Manager, Capital Projects; J. Currie, Legislative Coordinator (Virtual)

1. Meeting Called to Order

A. Maginley called the meeting to order at 7:00 pm

2. Land Acknowledgement

A. Mir read the City of Pickering Land Acknowledgement.

3. Public Delegations

None.

4. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion #26.34

Moved by D. Sharma, Seconded by K. Smuk **Motion THAT** the Agenda be adopted as presented.

Carried.

5. Presentations

5.1 Seaton Project Update

V. Plouff and D. Poida provided an update on the Seaton Community Centre and Library, supported by a PowerPoint presentation.

The city, in partnership with consultant firm Perkins & Will, developed three schematic design options, which were released for public feedback and voting. A fourth and final schematic was then produced, incorporating the strengths and positive community feedback from the original three designs.

The facility is planned as a net-zero carbon building, operating primarily on electrical power, which provides long-term cost benefits.

Public consultation emphasized the importance of integrating the building into the natural landscape, with native plantings, natural heritage features, and a predominantly single-level design.

Floor plans and architectural renderings were reviewed.

Library main floor: collaborative and higher-volume spaces such as programming rooms, makerspace, and event areas.

Library second floor: quiet study rooms and quiet reading gardens. The design allows for future adaptability.

Crews are currently preparing the site. Groundbreaking is anticipated for May 2027. Estimated opening is approximately five years later, pending construction progress.

Concluding the update, V. Plouff opened the floor to questions.

Clarification was provided that approximately 40% of the building will receive natural light, with strategic use of exterior wall space to support effective layout. Soundproofing measures for the library, particularly relating to adjacent facilities such as the arena, pool, and courts, have been incorporated and validated through site visits to comparable buildings.

It was confirmed that an elevator will be included within the dedicated library space to provide access to the second floor.

It was established that Perkins & Will have significant experience in library design, and previously created City Centre planning documents were used to inform the development of the library space. Staff design requests have been well-received, and collaboration with the Capital Projects Team and architects has been positive. The open layout of the library will allow for flexibility to accommodate future needs.

Outdoor amenities remain subject to Council decision; however, space has been reserved for potential future features.

Design comment feedback should be submitted as soon as possible, ideally before June 2027. Board members may forward comments through S. Oza, who sits on the Seaton Planning Working Group. Early feedback ensures cost efficiency before contracts are finalized.

5.2 Marketing & Philanthropy

S. Yung provided an update on the Marketing & Philanthropy strategy for the Greenwood Heritage Library (GHL), introducing the Golden Horizon Campaign, which aligns with the Library's nature-inspired brand.

A promotional kit will be shared with the Board once finalized. The Marketing team requested Board support: connecting staff with potential community or business donors, advocating for the campaign, and participating as donors themselves, if interested

S. Yung fielded questions from the Board clarifying that:

- Donors will receive charitable tax receipts.

- Donor-matching opportunities are being explored as part of future fundraising development.
- Donor tiers were based on current donor-giving patterns, balancing achievability with growth goals.
- Acrylic tiles were chosen for durability and to preserve window visibility.

6. Consent Agenda

6.1 Minutes of the Previous Board Meeting – February 26, 2026

6.2 Library Information Update - February

6.3 Minutes of the Building Ad Hoc Committee – March 17, 2026

6.4 2026 Board Calendar Updates

Motion #26.35

Moved by D. Sharma, Seconded by A. Mir **Motion THAT** the items on the Consent Agenda be adopted.

Carried.

7. Correspondence

7.1 None.

8. Ends Discussion

8.1 None.

9. Staff Reports

9.1 Anti-Black Racism Working Group Update

S. Oza reported the March meeting was cancelled due to lack of quorum.

10. Executive Limitations Policies & Monitoring Reports

10.1 EL 09 Compensation & Benefits

B. Kenworthy met with S. Oza prior to the meeting to review the EL 09 Compensation & Benefits Monitoring Report and confirmed agreement with its contents.

Discussion points included:

- Consideration of whether language should be revised or added to address acting or interim CEO arrangements for all EL reports.
- Policy Element #2: Discussion on whether to include a grid breakdown within the policy.
- Policy Element #4: Clarification that the Collective Agreement prohibits vacation carry-forward except with the CEO's approval.

Review and reasoning behind the increase in CEO-approved vacation carry-forward from 2024 to 2025, which was confirmed to have been granted based on an exceptional circumstance beyond an employee's control.

Amendment required for Element #4 as the year written in the final sentence should be changed from 2024 to 2025.

Motion #26.36

Moved by B. Kenworthy, Seconded by D. Sharma **Motion THAT** Board has received the monitoring report for policy EL 09 Compensation & Benefits as amended; and agrees that

it provides reasonable interpretation of the policy and evidence of compliance; and THAT the Board adopt policy EL 09 Compensation & Benefits as presented, the policy being complete, sound, and effective.

Carried.

Executive Limitations policy EL 01 General Executive Constraint will be discussed at the next Board meeting. All members were asked to review prior to the next meeting. Assigned to F. Mahjabeen.

11. Board Committee Reports

11.1 Report of the Building Committee

The Building Committee met on March 17 with the consultant to discuss the Library's 10-Year Facilities Plan. Board members were encouraged to connect with S. Oza or participate in upcoming consultant-led open houses to provide input and comments.

11.2 Report of the CEO Recruitment Committee

Updates were shared during the in-camera portion of the meeting.

12. Governance

12.1 None.

13. Board Policy Review

13.1 None.

14. New & Unfinished Business

14.1 Member Community Reports

S. Sheehy reported that she recently connected with J. Flowers.

A. Mir represented the Library Board as a judge at the Ajax-Pickering Science Fair. He noted that he was very impressed with the projects and initiatives presented by the students.

14.2 Dorsay Community & Heritage Center

S. Oza provided an update regarding the revised opening dates for the Greenwood Heritage Library:

May 5 – Dorsay Community & Heritage Centre First Look Tour for City Council and Library Board Members

May 9 – Greenwood Community BBQ.

June 13 – Official Grand Opening. Board members are requested to attend.

15. Confidential Matter

15.1 CEO Recruitment Committee Update

The Board moved into a closed session in accordance with provisions of Section 16.1 (4) of the Ontario Libraries Act and Section 3.9 of the Pickering Public Library Board Bylaws, in the matters to be discussed are related to:

d) Personal matters about an identifiable individual.

Library staff exited the meeting as the Board appointed J. Currie, Legislative Coordinator for the City of Pickering, to serve as Recording Secretary.

This portion of the meeting was closed to the public. Refer to the In Camera meeting minutes for further information. [Deputy Clerk, City of Pickering has custody and control of the In Camera minutes].

16. Board Meeting Evaluation

Chair Maginley shared the results of the previous month's Board meeting self-evaluation. Board members were asked to complete the evaluation for the current Board meeting.

17. Date of Next Meeting and Adjournment

The next Board meeting will be held on Thursday, April 23 at 7:00 pm.

Motion #26.37

Moved by F. Mahjabeen, Seconded by A. Mir **Motion THAT** the meeting be adjourned. **Carried.**

The meeting was adjourned at 8:50 pm.

Signature of Library CEO:



Date: April 24, 2026

Signature of Library Board Chair:



Date: April 24, 2026