



## **Staff Report FIN2020-015**

**Title of Report:** **FIN2020-015 Wellington County Library Board Agreement**

**Department:** **Finance**

**Council Date:** August 5, 2020

**Recommendation:**

**Be it resolved that** Council receive Staff Report FIN2020-015 Wellington County Library Board Agreement as information; and

**That** By-Law 2020-073 being a by-law to authorize the signing and execution of a Public Library Services Agreement be considered for approval.

**Background:**

The Public Libraries Act RSO 1990 Chapter P.44, Section 29(1) states, "The council of a municipality ... may, instead of establishing or maintaining a public library, enter into a contract with a public library board, union board or county library board for the purpose of providing the residents of the municipality ..., with library services, on the terms and conditions set out in the agreement."

Since 2001, Southgate has maintained an agreement annually, based on a 1 year term, with the County of Wellington Public Library Board that allows Southgate residents use the library services of the Mount Forest Library branch.

The terms of the current agreement are:

- 1) Southgate sends the payment in two installments;
- 2) An agreed upon amount;
- 3) No representation on their Library Board;
- 4) A list of household users is forwarded on an annual basis for the sole purpose of determining the fee.

The agreed upon amount has remained at \$120 per household since 2013.

**Staff Comments:**

Staff has prepared By-law 2020-073, being a by-law to authorize the signing and execution of a Public Library Services Agreement, to enact a 2020 agreement between the Township of Southgate and the Wellington County Public Library Board.

The terms and the agreed upon amount of \$120 per household remain the same as the 2019 agreement and the household count increases to 280.

**Financial Implications:**

The 2020 Budget included \$30,600 for the cost of the agreement with Wellington County Public Library Board. The agreement proposed agreement sets the cost for 2020 at \$33,600 as the usage has increased.

Below is a chart showing the household usage and fees paid since 2013:

<u>Year</u>	<u>Usage (# of Households)</u>	<u>Fee</u>	<u>\$ Increase (Decrease)</u>	<u>% Increase (Decrease)</u>
2013	218	\$26,160	\$1,458	5.9%
2014	248	\$29,760	\$3,600	13.8%
2015	225	\$27,000	(\$2,760)	(9.3%)
2016	217	\$26,040	(\$960)	(3.6%)
2017	258	\$30,960	\$4,920	18.9%
2018	248	\$29,760	(\$1,200)	(3.9%)
2019	255	\$30,600	\$840	2.8%
2020	280	\$33,600	\$3,000	9.8%

**Communications & Community Action Plan Impact:**

This report has been written and presented to Council in accordance with:

- Goal 1A: Trusted, Timely, Transparent, Accessible Municipal Decision-Making
  - o Action 1.A.1  
Southgate will actively communicate with the public, facilitate public involvement, and define procedures for municipal decision-making on potentially controversial issues.

**Concluding Comments:**

Staff recommends that By-law 2020-073 be considered for approval to enact a 2020 agreement between the Township of Southgate and the Wellington County Public Library Board.

Respectfully Submitted,

**Dept. Head:** *Original Signed By*  
William Gott, CPA, CA, Treasurer

**CAO Approval:** *Original Signed By*  
Dave Milliner, CAO