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Staff Report FIN2023-011

Title of Report: **FIN2023-011 Wellington County Library Board Agreement**

Department: **Finance**

Council Date: June 7, 2023

Recommendation:

Be it resolved that Council receive Staff Report FIN2023-011 Wellington County Library Board Agreement as information; and

That Council consider approving By-Law 2023-053 being a by-law to authorize the signing and execution of a Public Library Services Agreement.

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 2023-053, being a by-law to authorize the signing and execution of a Public Library Services Agreement, to enact a 2023 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 2022 agreement and the household count decreases to 264.

Financial Implications:

The 2023 Budget included \$34,320 for the cost of the agreement with Wellington County Public Library Board. The proposed agreement sets the cost for 2023 at \$31,680 as the usage has decreased.

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>
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%
2021	247	\$29,640	(\$3,960)	(11.8%)
2022	286	\$34,320	\$4,680	15.8%
2023	264	\$31,680	(\$2,640)	(7.69%)

Communications & Community Action Plan Impact:

This report has been written and presented to Council in accordance with the Southgate Community Action Plan:

Mission Statement Pillars

- Trusted Government
- Economic Prosperity.

Themes:

- Municipal Services
- Public Communications

Core Values:

- Integrity
- Stewardship

Concluding Comments:

Staff recommends that By-law 2023-053 be considered for approval to enact a 2023 agreement between the Township of Southgate and the Wellington County Public Library Board.

Respectfully Submitted,

Deputy Treasurer: **Original Signed By**
Aakash Desai, Deputy Treasurer

Dept. Head: **Original Signed By**
Adam Mighton, CPA, CGA, Treasurer

CAO Approval: **Original Signed By**
Dina Lundy, CAO