



# Minutes Brampton Library Board

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**Tuesday May 28, 2024**  
**Meeting: 6:00pm – 9:00pm**  
**Virtual Zoom Meeting**

BOARD: R. Tailor - Chair M. Ben - Vice Chair  
T. Atwal N. Dhaliwal  
N. Kaur Brar N. Russell

REGRETS: D. Jones M. Rathod  
P. Vicente A. Singh

STAFF: T. Kyle, Chief Executive Officer  
M. Kwok, Executive Assistant to the CEO  
S. Bartoletta, Director, Branch & Neighbourhood Services  
J. Baty, Director, Innovation & Technology  
G. De Prisco, Director, Human Resources  
J. Simone, Director, Business Management & Operations  
S. Uttangi, Director, Community Engagement & Partnerships

PRESENTERS: Ben Haak, Manager, KPMG Enterprise  
Anand Desai, Associate Planner, Monteith Brown

LISTENERS:: 1

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6:01pm

1. Call to Order & Land Acknowledgement

We would like to acknowledge that we are gathering here today on the Treaty Territory of the Mississaugas of the Credit First Nation, and before them, the traditional territory of the Haudenosaunee and Huron-Wendat. We also acknowledge the many First Nations, Métis, Inuit and other global Indigenous people that now call Brampton their home. We are honoured to live, work on and enjoy this land.

2. Approval of Agenda:

- a) M. Ben requested the Chinguacousy lockdown be pulled for discussion from Agenda Item 9 a)  
Operational Highlights

Motion to adopt amended agenda moved by N. Dhaliwal

Seconded by Councillor Brar

CARRIED

3. Declarations of conflict of interest: None

4. Adoption of Minutes - April 23, 2024

Received

Motion to adopt minutes moved by M. Ben

Seconded by N. Russell

CARRIED

6:05pm

5. Presentations

a) 2023 Audit Reports (40 mins)

2023 Audit Findings Report presented by B. Haak, Manager, KPMG Enterprise

B. Haak provided a brief overview of the findings report and the draft financial statements

Received

Motion to receive the 2023 Audit Finding Report moved by N. Russell

Seconded by Councillor Brar

CARRIED

b) 2023 Audit Report and Draft Financial Statements presented by J. Simone, Director Business Management & Operations

Received

Motion to receive the 2023 Audit Report and Draft Financial Statements moved by T. Atwal

Seconded by N. Russell

CARRIED

c) Draft Facilities Master Plan Addendum by Anand Desai, Associate Planner, Monteith Brown (40 mins)

A. Desai provided an overview of the Facilities Master Plan Addendum

Board members received clarification regarding the population number qualifiers, transportation considerations and the expanding population in the main corridors and current "rural residential" areas

A. Desai emphasized that Library expansion will in most cases be considered with building of Recreation facilities in conjunction with the City of Brampton's facility plans

Board inquired about next steps in the planning process

A. Desai and T. Kyle responded

Update long range capital plans and develop funding plans for expansion

Continue discussions between the Library and the City to assist in resourcing, funding and location

Incorporate expansion goals into the next Strategic Plan

Board members asked how to they could assist and advocate to ensure that no opportunities are missed

T. Kyle confirmed that staff would continue working with our Library Board councillors and participate in regular meetings with Planning to ensure that there are opportunities to co-locate with building expansions

Councillor Brar expressed that the Library Board is working much more effectively with the City, however, she agreed that there needs to be more inclusion of the Library in expansion meetings

Received

Motion to approve the Facilities Master Plan Addendum moved by T. Atwal

Seconded by N. Dhaliwal

CARRIED

7:11pm

#### 6. Business Arising

##### a) South Fletcher's Update (5 mins)

Copy of South Fletchers Revitalization Project Update - February 2024

T. Kyle advised that staff are finalizing the lease for the temporary location and will provide an update in June

Target timeline for occupancy is July with a soft opening in September

Received

7:15pm

#### 7. New Business

##### a) CEO Mid-year Review Committee (5 mins)

Radha asked for 2 additional Board members to participate in the review process with her

Current review committee - R. Taylor, T. Atwal

Given the number of absences at this meeting, she will email the Board members for the final participant

##### b) OLS Assemblies Meeting Update (5 mins)

Received

M. Ben provided a brief overview of the meeting and the purpose of the OLS group

He advised that he was voted onto the OLS Board of Directors

Received

##### c) June In-person reminder (5 mins)

R. Tailor reminded Board members that the June meeting will be in-person in the Four Corners Boardroom on the second floor starting at 7pm

7:28pm

#### 8. Standing Items

##### a) Member Roundtable (10 mins)

Members shared their reading and library event experiences

##### b) 2024 Strategic Workplan & KPI's Update (June, September, December)

7:36pm

#### 9. Information Items

(No time has been allocated to these items as they are information items only. Items must be moved to active Agenda for discussion in Agenda Item #2)

a) Operational Highlights Report

M. Ben acknowledged the hard work of staff during the Chinguacousy hold and secure lockdown  
T. Kyle advised that staff followed established procedures and worked with the police and emergency services during the crisis

The Senior Management Team and Human Resources followed up with staff and ensured that counselors from the Employee Assistance Program were available over the following few days

T. Kyle will follow-up regarding the lack of knowledge of a library branch at Chinguacousy Park

b) Marketing & Communications Update - May 2024

Received as part of the agenda adoption

c) Delegation to Committee of Council - April 24, 2024

Received as part of the agenda adoption

10. Correspondence Items

(No time has been allocated to these items as they are information items only. Items must be moved to active Agenda for discussion in Agenda Item #2)

a) None

7:45pm

Motion to move to Executive Session moved by N. Dhaliwal

Seconded by N. Russell

CARRIED

11. Executive Session

a) Approval of Executive Session Minutes

b) Proposed or pending acquisition or disposition by the Board

c) Matters arising regarding an identifiable individual

9:00pm

12. Adjournment

Motion to adjourn meeting moved by T. Atwal

Seconded by N. Russell

CARRIED