



The City of Pickering Public Library Board

Meeting Agenda

[Link to Board Sharepoint Site](#)

BCD = Board CEO
 Delegation Policies
 EL = Executive Limitations
 EP = Ends Policy
 GP = Governance Policies

To be held: On Thursday March 28, 2019 at 7:00 pm
 Location: In the [Central Library](#) Boardroom

7:00 PM	1	Public Delegations - Public attendance registration not required.	By-Laws Link see pg. 6-7		
7:05 PM	2	Approval of Agenda, Conflict of Interest Disclosure		S. Sheehy	MOTION to Approve
7:10 PM	3	Consent Agenda (includes previous minutes to be approved)	SharePoint Package Link	S. Sheehy	MOTION to Approve
		3.1 Minutes of the Previous Meeting - February 28, 2019			
		3.2			
7:15 PM	4	Board Education	SharePoint Package Link		
		4.1 Library Partnerships		S. Yung	
7:35 PM		4.2 Carver Board Governance Training Highlights		S. Sheehy	
7:40 PM	5	Ends Discussion	SharePoint Package Link		
		5.1 Library Information Update		T. Sinclair	
		5.2			
7:50 PM	6	Staff Reports	SharePoint Package Link		
		6.1 Business Arising from previous minutes - External Cameras (verbal update)	SharePoint Package Link	T. Sinclair	
		6.2 Library Building Projects Update (verbal update)		T. Sinclair	
		6.3			
8:10 PM	7	Monitoring Reports - Executive Limitations	SharePoint Package Link		
		7.1 EL 9 Compensation and Benefits	Policy Link to Picnet.org	D. Barham	MOTION to Adopt
8:20 PM	8	Report of the Community Linkage Committee (verbal update)		M. Anderson	
8:25 PM	9	Governance	Policy Link to Picnet.org		
		9.1 Previous Board Meeting Evaluation Results (verbal update)	SharePoint Package Link	M. Brenner	
8:30 PM	10	Board Policy Review	Policy Link to Picnet.org		
		10.01 The following EL policies will be discussed at the next Board meeting. All members to review prior to the next meeting			
		EL 1 General Executive Constraint		S. Beckett	
8:35 PM	11	New Business	SharePoint Package Link		
		11.1 Member Community Reports (verbal update)			
		11.2 Board Policy Review Subcommittee		S. Sheehy	
		11.3 Building Project Subcommittee		S. Sheehy	
		11.4 Request for a branch closure for June 5 - Staff Learning Day		T. Sinclair	
8:55 PM	12	Confidential Matter			
		None			
8:55 PM	13	Board Meeting Evaluation	Meeting Evaluation Link		



Meeting Agenda

BCD = Board CEO
Delegation Policies

9:00 PM	14	Adjournment	MOTION to Adjourn
---------	----	-------------	--------------------------

Next Meeting

To be held:	Thursday April 25, 2019 at 7:00 pm
Location:	In the Central Library Boardroom

Preliminary List of Motions

- Item # Draft Motion
- 2 THAT the items in the Agenda by adopted by the Board
- 3 THAT the items in the Consent Agenda by adopted by the Board
- 7 THAT the Board adopt Monitoring Report Executive Limitation #9 Compensation and Benefits as presented and; THAT the Board adopt Policy Executive Limitation #9 Compensation and Benefitse as presented/amended, the THAT the Board name To the Board Policy Review Subcommittee and that the Committee report back to the Board with recommendations by ???
- 11.2 THAT the Board approve the closure of the George Ashe Library on June 5, 2019 for the purpose of allowing as many staff as possible to participate in Staff Learn Day.
- 11.3
- 14 THAT the Board move in Camera in order to discuss (description of reason for in-camera meeting).

Alternate formats available upon request. Contact Kathy Williams at kathyw@picnet.org or 905-831-6265 ext. 6251.

The City of Pickering Public Library Board

DRAFT Meeting Minutes

Held: Thursday February 28, 2019
Location: In the Central Library Board Room
<http://www.picnet.org/libraryboard>

Attendees: M. Anderson, D. Barham, S. Beckett, Councillor M. Brenner, R. Coelho,
Councillor I. Cumming, M. Fatema, A. Maginley, D. Sharma, S. Sheehy.

Absent:

Staff: T. Sinclair - CEO, K. Williams – Director PS

Meeting Commencement Time: 6:57 pm

1. Public Delegations

2. Approval of Agenda, Conflict of Interest Disclosure

No interest was declared.

Motion 19.15

Moved by D. Sharma, Seconded by M. Anderson.

Motion THAT the Agenda be adopted as presented.

Carried.

3. Board Education

3.1 Board Orientation – The Role of Library Associations

Stephen Abrams, Executive Director of FOPL presented information on the Library Associations that work together in Ontario, specifically, Southern Ontario Library Service (SOLS), Northern Ontario Library Service Board (OLS North), Ontario Library Association (OLA), Library Information Technology Association (LITA) and the Federation of Ontario Public Libraries (FOPL). All of these agencies work on behalf of libraries in this province but only FOPL can lobby the provincial government.

FOPL represents over 400 library systems in the province. S. Abrams key role is lobbying the government for funding. FOPL lobbied for 80 million dollars from last the Liberal provincial government but these funds have been frozen under the Conservative government. He continues to meet with the Minister of Tourism, Culture

and Sport to share the value of public libraries and to pursue an increase in the provincial grant. The FOPL website has talking points that are useful when meeting with local MPPs.

FOPL develops metrics to show the value of libraries. There are seventeen measurements to compare libraries across Ontario. Pickering ranks #1 at this time. FOPL also handles data, special reports, partnerships and a governance hub. S. Abrams recommends that Library Board members talk about the role of libraries in the community to their networks.

4. Consent Agenda

4.1 Minutes of the Board Meeting Held January 24, 2019 (moved to New Business)

4.2 Minutes of the In-Camera Meetings Held November 22, 2019

Motion 19.16

Moved by R. Coelho, Seconded by M. Fatema.

Motion THAT the items remaining in the Consent Agenda be adopted by the Board
Carried.

5. Ends Discussion

5.1 Library Information Update

T. Sinclair reported on highlights from her report.

5.2 Strategic Plan Presentation

T. Sinclair reviewed the key elements of the Library's new strategic plan. The Library obtained feedback from 800 community residents and stakeholders to develop this new strategic plan. There were community members on the Steering Committee to guide the process. She reviewed the new Vision, Mission and larger Goals for the next five years. The new plan will be presented to City Council on March 25th by Library Board Chair, S. Sheehy.

6. Staff Reports

6.1 Business Arising From Previous Minutes

T. Sinclair was asked to check into upgrading security cameras. E. Bird is looking into this task on her behalf. T. Sinclair made the requested revisions to Vision document for the new Central Library.

6.2 Library Building Projects Update

T. Sinclair attended a touch base meeting with the City, Cushman Wakefield and Architects Alliance on the new Central Library.

The Library Board asked T. Sinclair about the size of the new Central Library. T. Sinclair reported that the ideal is 51,000 square feet. The current Central Library was 17,000 square feet undersized according to study 10 years ago. Architects currently have it sized at 47,000 square feet. M. Brenner mentioned that he and I. Cumming would like to attend building related meetings to ensure Library needs are met, including raising the issue of the proper size of the Library. M. Anderson asked how the City would manage the smaller building size. T. Sinclair reported that the City wants to maximize shared spaces in the City Centre development. A Project Manager will be hired to oversee the City Centre Project once City Council has approved.

6.3 Budget 2019 Update and Approval

T. Sinclair mentioned that the City requested a Reserve Fund for the new Library build. This request (in the form of a motion about the budget) was defeated at the October 2018 and January 2019 Library Board meetings. T. Sinclair had discussions with City staff as did both Councillors who sit on the Library Board as requested by the Board. The City made it clear that a Reserve fund needed to be created. The Library provided \$65,000 for 2019 and the rest (\$15,000) came from the tax base. The Library Board viewpoint was expressed to Council. The Library budget was approved and the Councillors asked Council that this was a one-time funding. At the April Board meeting the City and Board Treasurer, S. Karwowski, will be present and the Board can ask questions at that time.

D. Barham asked how this budget was different from last year. T. Sinclair mentioned that the Reserve fund was the atypical item. M. Anderson asked if we could add the caveat that this won't happen again. S. Sheehy said that we can't add this at this time. We will work with this Budget and state objections moving forward.

Motion 19.17

Moved by S. Beckett, Seconded by M. Fatema.

Motion THAT the Board adopt the Capital and Current Budgets for the Library that were approved by Council on February 25, 2019.

Carried.

7. Monitoring Reports

7.1 Executive Limitations (EL) #3 Staff Treatment

R. Coelho met with the CEO to discuss evidence and is satisfied that staff were being treated fairly in alignment with the policy. She was impressed by the Employee Assistance Program and low absenteeism at the Library. She had no recommendations for changes.

Motion 19.18

Moved by R. Coelho, Seconded by D. Sharma.

Motion THAT the Board adopt Monitoring Report EL 3 Staff Treatment as presented and; THAT the Board adopt Policy EL 3 Staff Treatment as presented, the Policy being complete, sound and effective.
Carried.

8. Report of Community Linkage Committee

Nothing to Report.

9. Governance

9.1 Previous Board Meeting Evaluation Results

M. Brenner mentioned that there were no issues or concerns from the last meeting. S. Sheehy reminded everyone to fill out this form after each meeting.

9.2 Board CEO Delegation (BCD) #2 Unity of Control

D. Sharma reported that this document states that the Board as a whole gives direction to the Library CEO. The Board has been following this practice.

Motion 19.19

Moved by D. Sharma , Seconded by R. Coelho .

Motion THAT the Board adopt Policy BCD 2 Unity of Control, as presented, the Policy being complete, sound and effective; and THAT the Board continue to comply with the Policy.
Carried.

9.3 Governance Policy (GP) #1 Global Governance Commitment

M. Anderson reported that this policy outlines the purpose of the Library Board. She feels that the Library Board is in compliance with this policy.

Motion 19.20

Moved by M. Anderson, Seconded by D. Sharma.

Motion THAT the Board adopt Policy GP #1 Global Governance Commitment, as presented, the Policy being complete, sound and effective; and THAT the Board continue to comply with the Policy.
Carried.

9.4 Board Policy Review Process

S. Sheehy asked that the Board form a subcommittee to review the Board policies and recommend any necessary changes to the policies instead of monthly reviews at the Board meeting. The subcommittee will do a full review of all policies against what is available through SOLS governance hub and other sources. This subcommittee would then bring the recommended changes to the policies forward in the Fall for review with the whole Library Board. S. Sheehy noted that in this model

the Executive Limitation (EL) policies will follow the existing review cycle at Board meetings for monitoring purposes.

Motion 19.21

Moved by S. Sheehy, Seconded by M. Brenner.

Motion THAT the Board form a subcommittee to review the Board CEO Delegation (BCD) and Governance (GP) policies AND that the committee present recommended changes to those policies to the full Board for approval.
Motion Deferred to the next meeting.

10. Board Policy Review

Note: The following Executive Limitation policy will be discussed at the next Board meeting. All members to review prior to meeting. The Board member listed will review any evidence they feel is necessary and lead the discussion at the meeting

EL 9 Compensation and Benefits

assigned to D. Barham

11. New Business

11.1 Member Community Reports

Nothing to report.

11.2 Ontario Library Association Report

S. Sheehy reported that she had attended the OLA (Ontario Library Association) Conference with M. Anderson and T. Sinclair. She encouraged members to attend in the future because of the relevant topics discussed, especially diversity, economic impacts, governance hub, responsibility of Board Chair, and policy.

11.3 Economic Impact Study Update

S. Sheehy asked the Board to direct the CEO to create an updated Economic Impact Study in 2019 and to update it the first year of a Strategic Plan.

Motion 19.22

Moved by R. Coelho, Seconded by D. Barham

Motion THAT the Board direct the CEO to update the Economic Impact Study by the end of 2019.
Carried.

11.4 Minutes of the Board Meeting Held January 24, 2019

D. Barham noted that the January Minutes did not include the commitment by the two Councillors on the Board, that their position as Vice Chair would not lead to them to pursue the Library Chair position.

Motion #19.23

Moved by D. Barham, Seconded by M. Anderson.

Motion THAT the Minutes of the meeting held January 24, 2019 having been reviewed by each Board Member present at the meeting, be adopted as amended.
Carried.

11.5 Building Subcommittee for new Central Library

D. Sharma asked that a Building Subcommittee be created.

Motion 19.24

Moved by D. Sharma, Seconded by S. Beckett.

Motion THAT the Board form a Building subcommittee for the new Central Library and the two Councillors along with S. Beckett and D. Sharma will sit on this subcommittee.
Carried.

12. Confidential Matter (none)

13. Board Self Evaluation (available at meeting)

14. Date of Next meeting and Adjournment

The next Board meeting will be held on Thursday March 28, 2019 at 7:00 pm in the Central Library Board Room.

Motion #19.25

Moved by A. Maginley, Seconded by I. Cumming.

Motion THAT the meeting be adjourned.
Carried

The meeting was adjourned at 9:45 pm.

Signature of Board Secretary (CEO):

Date:

Signature of Library Board Chair:

Date:

Alternate formats available upon request. Contact Kathy Williams at kathyw@picnet.org or 905-831-6265 ext. 6251.

Library Update

March 2019

Board End: Lifelong Learning

At the end of February, we ran multiple Escape Rooms for the community. The image you see here is from our Escape the Red Wedding Escape Room, based on the George R.R. Martin novels. We had full attendance, a full waiting list, and were able to offer this fantastic program to our clients in the Library. We had a total of 63 clients experience these rooms.



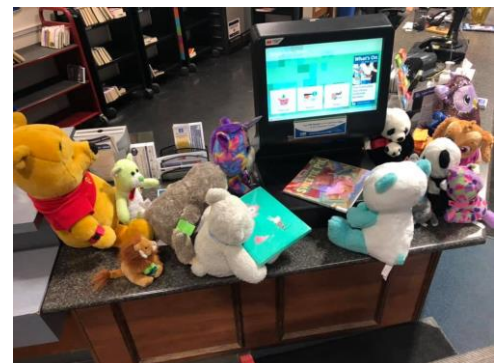
Children's Escape Rooms were offered for the first time in February. The child-friendly (8-12 yrs.) experience was based on the popular online game, Escblox. Twenty-four children worked together in teams to solve puzzles and earn their prize. The program received rave reviews from clients, and we have already had requests for more opportunities to become involved in escape rooms.



Art School is Worth it! continued to run successfully throughout February and March introduced children to artists such as Maude Lewis and Piet Mondrian. Children tried their hand at the artist's medium each week and discuss their favourite aspects of each as they created. This program was fully registered with 12 children participating.

Board End: Culture of Reading

On February 7th, a special 'Stuffie Sleepover Storytime' took place at George Ashe Library. This event invited young children to bring their favourite stuffed animal to the library for a Storytime and to be left in the care of the library staff for a 'sleep over'. Library staff posted photos of the stuffed animals later in the evening for the children to see from home via Facebook. The stuffed animals learned to check out their favourite books, enjoyed quiet time by the fire, played in the children's area and raided the staff room fridge for a bedtime snack. The program was had 18 children and 14 adults in attendance.



Board End: Welcoming Public Facilities / Virtual Spaces

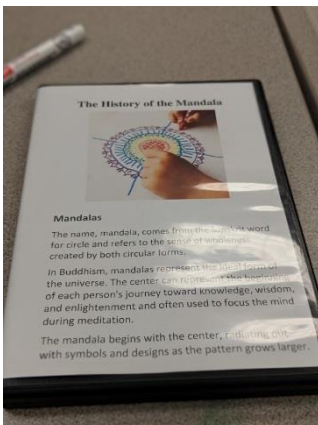
The Client Experience Specialists assigned to Teens and Adults held a Video Game Tournament highlighting the newest, most popular online games. We had a total of 18 teens, which is a new record for attendance for our gaming programs. In response to this, we immediately planned a secondary tournament during March Break. We had 14 teens attend this event, with very positive feedback from participants and the community.

Board End: Community Engagement

During March Break, the Library partnered with the City of Pickering to run a Mexican cooking program at East Shore Community Centre. The registration was full and had a total of 12 teens come for the event. Teen staff had the opportunity to talk about wellness, healthy eating, nutrition, and safe cooking habits.



Children and families had the opportunity to engage with many new and educational experiences throughout the March Break. The theme for the week was 'Around the World in a Week'. The Library hosted Sanaaj from Afiwi Groove for an informative and interactive African Dance and Drumming workshop that saw 40 children and their parents enthusiastically learn about the history of African drumming and try out some techniques first hand.



Additionally, 42 children attended our 'Make a Mandala' program at Central Library and 30 attended at George Ashe. The program at Central hosted MPP Peter Bethlenfalvy interacting with children and families creating their very own mandala using recycled DVDs. The program outlined the history and use of mandalas and allowed children to try their hand at creating one.

Another successful program in March Break was our 'Tales to Tails' program. In partnership with Pickering Animal Services, 15 children and their parents were invited to read to the animals at the shelter in Brougham. Children read to dogs and cats, made cat toys and beds for the shelter animals and learned how to be responsible pet owners.



Strategic Goals (2019 – 1023)

Financial Literacy



We hosted a program on how to start and run a small business called **Side Hustle**. We invited community experts to discuss their experiences in starting their own business, keeping it as a side project, or turning it into a full-time job. Maddie and Kiki joined clients in the Maker Space to tell their story of starting at Rogers Cable with a cooking show to having grilling contracts with Weber Grills. There were 8 attendees, but this is new area of programming and we are testing the waters for interest.

Wellness

Bibliotherapy is a new program being offer at the Central Library in partnership with the Literacy Network of Durham Region (LiNDR) and starts March 21. This first group will meet for 3 weeks and there are seventeen available spots. Only two spots are currently open. We look forward to assessing how the community responds to this new program. Here is an academic article that details bibliotherapy in public libraries:

<https://ojs.library.dal.ca/djim/article/view/6452/5831>

Inclusion & Belonging

The Technology Outreach Specialist visited Valley View Public School to conduct a virtual expedition of Civil Rights movements and African Landmarks as part of the school's Black History Month celebrations. Over 300 students took part in this program. This event also hosted Durham artist, Robert Small who designs the popular annual legacy posters for Black History month each year.



Karen Timm @KarenAriTimm · Mar 1
Many thanks to our Partners Mr. Dastkian @pickeringpublic and Volunteers. Mrs. Chokshi and Mrs. Verby for helping with 'Beyond Black History Month' Thanks also to special guest, Mr. Robert Small (we love Legacy Posters!) for inspiring our student leaders! #engagement

Supporting Organizational Excellence

The Manager of Client Experience is leading the 4 Guiding Principals project with the client experience team. This ties into our strategic goal of “Enhancing Library Experience”. All public service staff will participate in initiatives and activities which contribute to bringing the principals to life in our day to day public service delivery to enhance customer service.

Our new 4 Guiding Principals for client service are:

- 1) Excellence Matters in Everything We Do
- 2) Proactive Customer Service
- 3) Fostering Client Loyalty
- 4) Creating Raving Fans

What's New?

The Library has formed a new partnership with Livewell Pathway Caregiver Support Group. Beginning next month, Livewell Pathway will be organizing and offering a monthly support group for caregivers, offered at the Central Library. Their long-term goal is to have community members collaborate and maintain this support group to bring their expertise to those who may benefit from it.

The Library has hired a new People & Culture Manager. Clara Addo-Bekoe will manage the HR department and in direct support of the library's inclusion strategic goal, she will guide the library in the area of diversity and inclusion both for employees and for the services we provide to the community.

A handwritten signature in black ink that reads "J. Sinclair". The signature is written in a cursive style with a large, stylized initial "J" that loops around the first letter of the name.



INTERNAL MONITORING REPORT

POLICY TYPE: Executive Limitations (EL 9)

POLICY TITLE: Compensation and Benefits

I hereby present my monitoring report on your Executive Limitations policy "Compensation and Benefits" according to the schedule set out. I certify that the information contained in this report is true and represents compliance with a reasonable interpretation of all aspects of the policy unless specifically stated otherwise.



Signed (CEO)

March 28, 2019
Date

Policy Element: Header Paragraph

With respect to employment, compensation and benefits to employees, consultants, contract workers and volunteers, the CEO shall not cause or allow jeopardy to fiscal integrity or public image.

I interpret this as follows:

1. "employment": any service performed for or on behalf of the PPL.
2. "compensation and benefits": all forms of remuneration and monetary reward, both direct (wages) and indirect: paid vacations and other leave allowances; services such as Employee Assistance Program; and incentive programs such as service awards.
3. "employees": anyone who is employed by the Pickering Public Library on a full or part time basis.
4. "consultants": businesses hired to perform services for which the Library does not retain its own staff.
5. "contract workers": those individuals hired on a temporary basis, based on the Collective Agreement (CA) Articles 2.04 & 2.07
6. "volunteers": those who perform a service for the Library without pay
7. "jeopardy": danger or risk
8. "fiscal integrity": anything which conforms with standard accounting principles, the Purchasing Policy, or any other professional or municipal practice
9. "public image": the manner in which the Library is viewed by the community at large.

Compliance will be demonstrated when:

With regard to employment, there are no issues of financial mismanagement or lack of foresight; and the community views the Library as an organization with integrity.

Evidence:

- Direct inspection of the Audited Financial Statement shows that there are no issues of financial mismanagement.
- Direct inspection of Council minutes, media and client comments show that there is no negative publicity about the Library’s employment practices.
- The latest employee engagement BSME survey shows that over 92% of employees respond positively to the statement that Pickering Public Library has a good reputation as an employer.

Policy Element #1

Accordingly, the CEO shall not:

- Change the CEO’s own compensation and benefits.

I interpret this as follows:

“compensation and benefits”: all forms of remuneration and monetary reward, both direct (wages) and indirect: paid vacations and other leave allowances; services such as Employee and Family Assistance Program; and incentive programs such as service awards.

Compliance will be demonstrated when:

The CEO compensation level and benefits remain as described in the relevant policies and documents on salaries, benefits and related programs.

Evidence:

- Direct inspection of the management pay scale, along with compensation and benefits documentation available in the HR files. These documents indicate that the CEO’s compensation remains in the assigned management pay band for the role and that the CEO has received the same increases as that of the management team. In 2019, all library managers including the CEO were placed at the starting point of the pay band assigned for their roles in alignment with City management pay bands.

Policy Element #2

Establish current compensation and benefits that deviate materially from the local, regional or professional market for the skills employed.

I interpret this as follows:

1. “deviate materially”: differs in a substantial manner, either by over- or under-rewarding employees.
2. “local”: City of Pickering.
3. “regional”: Durham region area.
4. “professional market”: employment norms for professions represented in the Library.

Compliance will be demonstrated when:

Comparisons with municipal, regional and professional markets indicate no significant unjustifiable deviation, and the Library is able to attract and retain qualified candidates for positions.

Evidence:

- In 2017, City and Library staff noted that, when scored using the same job evaluation tool, Library staff were not comparably compensated. This gap was partially closed in the 2018 budget and was closed as of January 2019.
- A December 2016 survey of 13 public libraries, completed by a consultant for the Oshawa Public Library showed Pickering management salaries to be the lowest among the grouping. While this might be justified by Pickering's lower population which was also lowest in the group, the recent increases because of parity with the City have made the library's management positions more competitive.
- Direct inspection of recent hiring documentation which demonstrates that over the past year, the Library has successfully attracted 13 new hires, all of whom are well-qualified, experienced and high-functioning employees.

Policy Element #3

Create compensation obligations over a longer term than revenues can safely be projected:

I interpret this as follows:

"longer term": various planning horizons as defined by the City.

Compliance will be demonstrated when:

Library's salaries budget is accommodated within existing revenue.

Evidence:

- The current budget does not indicate any significant increase in the salary line which cannot be met within budgeted and expected future revenues; and the collective agreement includes a layoff provision (Article 17) should there be an unexpected decline in that revenue. This can be confirmed through direct inspection with the Treasurer.

Policy Element #4

Establish or change benefits so as to cause unpredictable or inequitable situations which:

- a) Incur unfunded liabilities

I interpret this as follows:

"unfunded liabilities": those items for which the Library may be financially liable at some point in the future, without sufficient allocation of funds.

Compliance will be demonstrated when:

The only unfunded liabilities are those defined by the auditor such as future retirement allowances/benefits. Staff vacation is predictable and generally taken during the year that vacation has been earned. Vacation is carried over into the following year only in exceptional circumstances.

Evidence:

- Direct inspection of the Audited Financial Statement, in which all unfunded liabilities are accounted for. To date, these are all attributable to existing

benefits, namely the potential for staff who retire early with full OMERS pensions to continue to receive benefits to age 65.

- Article 20.02 (d) of the collective agreement prohibits carry forward of vacation credits except with my permission. Such permission is given only in exceptional circumstances beyond the employee's control. For the end of 2018, the CEO has approved 346.5 hours of forwarded vacation which arose primarily from new hire deferrals as well as parental leaves.

b) Provide less than some basic level of benefits to all employees

I interpret this as follows:

“basic level of benefits”: all staff are covered by the requirements of the *Employment Standards Act* (ESA) as a minimum; and that the benefit packages provided by the Library apply to all permanent union and non-union staff.

Compliance will be demonstrated when:

All permanent staff are eligible for benefits and all employees are given the benefits outlined in the *Employment Standards Act*.

Evidence:

- All permanent full-time staff are given a group benefits package paid 100% by the employer. All permanent part-time staff are offered a group benefits package with a 50% co-payment of benefit premiums.
- Direct inspection of benefit plans provided to staff available upon request.
- There are no documented significant complaints about the failure to offer the benefit plans described above, nor are there any non-compliance with ESA provisions.

c) Treat the CEO differently from other key employees.

I interpret this as follows:

1. “treat differently”: receive a different compensation package from any others.
2. “key employees”: management group peers.

Compliance will be demonstrated when:

The CEO is offered a compensation package which aligns with the pay grid assigned to management staff.

Evidence:

- The CEO position is clearly defined in the management pay scale.
- The CEO is part of the management group of employees for group benefits purposes, and the CEO during active employment, has no additional benefits which are not also available to Pickering library peers in this group. As of 2018, and as approved by the Board, the CEO role does receive a post-employment benefits enhancement that differs from other library management staff, but matches the CEO's peers at the City. It is the same post-employment benefits enhancement that is received by senior management counterparts at the City.