



## NOTICE

**MEETING:** St Mary's Municipal Council  
Regular Council Meeting

**DATE:** September 8, 2021

**TIME:** 3:30 PM

**PLACE:** St. Mary's Municipality  
Council Chambers, Sherbrooke, NS

**Please advise if unable to attend**



# Municipality of the District of St. Mary's

Special Council Meeting, Wednesday, September 8, 2021

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We acknowledge that we are gathering in Mi'kma'ki the traditional unceded territory of the Mi'kmaq people.

1. Call to Order
2. Roll Call
3. Additions to the Agenda
4. Approval of the Agenda
5. Business Arising from Minutes
  - a. Eastern Counties Regional Library, Laura Emery/Dana Thomas

Adjournment

***30 minute question and answer period pertaining to agenda items***



# Municipality of the District of St. Mary's

Special Council Meeting  
Wednesday, September 8, 2021

## 1. Meeting, Date & Time:

The Special meeting of the St. Mary's Municipal Council was called to order on Wednesday, September 8, 2021 at 4:05 pm in the Council Chambers Sherbrooke, N.S.

## 2. Attending:

Warden Wier	Councillor Mailman
Deputy Warden Fuller	Councillor Malloy
Councillor Harpell	Councillor Zinck
Councillor Baker	

## Also Attending:

David Hutten, CAO  
Marian Fraser, Director of Finance  
Donna-lynn Provost, Municipal Clerk/Special Projects Coordinator - via teleconference

## Absent with Regrets

## 3. Approval of Agenda

*On motion of Deputy Warden Fuller and seconded by Councillor Harpell, Council approved the agenda as presented.*

***Motion approved.***

## 4. ECRL- Sherbrooke Library Services, Laura Emery and Dana Thomas.

Ms. Emery presented on the following:

- ECRL provides, Library staffing, and services accessible at the Library over the phone and online.
- Library collections both physical books as well as digital downloads.
- Computers, Internet connection and Wifi services.
- Equipment such as printers and phones.
- Provisions of library services as per Nova Scotia Libraries Act
- ECRL is the biggest Library Services with the lowest population. Population defines funding and service structure.
- ECRL receives 2 grants, The French Grant and the Equity Grant, these are shared over the whole ECRL. The Board reviewed the usage of the Equity Grant, there are no plans to change the usage.
- 

Councillor Harpell left at 4:51 pm

Councillor Harpell returned 4:56 pm

- Warden Wier asked questions to Ms. Emery on behalf of Council and the community. The questions and responses were:
  1. The ECRL Board has previously discussed "equitable return" for Municipalities, could you please explain what the Sherbrook Library services should look like for its community as defined in this way?

Ms. Emery, stated it is all about the money, the population who generates the funding get all that funding back in services.

Benefiting from share resources, services, support, the same way the other municipalities do.

2. As a community with a large senior population with little internet access, we are curious if a second computer will be put back into community use?

Ms. Emery, stated they are working on it, computer use is a huge issue, that people want.

3. We feel that the library historically attracted many individuals on Saturday's to Sherbrooke's downtown core. It gave families an opportunity to utilize the service, which the current hours do not. In the future will Sherbrooke Library return to being open on Saturday's? If yes, when. If no, why?

Ms. Emery, stated ECRL's concern is serving the people who use the library and the people who use the library. We would not change it, allowing the heavy issuers and demand dedicate the hours. Currently children can not access the Sherbrook Library with the current hours. After further discussion with Warden Wier and CAO, David Hutten, Ms. Emery agreed the opening Saturdays should be considered again.

4. We feel that we have witnessed the dwindling of services in our library. What is the advantage of Sherbrooke Library being a part of the Eastern Counties Region Family of Libraries? In what ways does ECRL help our municipality and foster literacy?

Ms. Emery stated ECRL is doing the best they can, they do not have a fair shake at the funding table. Ms. Emery, suggested Mr. Hutten to meet with Ms. Emery to set up a more strategic communication to the government. Different population are being funding differently.

5. In its advertisements ECRL encourages youth to get a library card to make use of its services, but the hours exclude children from accessing the library. Does ECRL have a plan to return to the previous hours of business for the library, allowing more inclusive participation?

Covered in previous question, children can access, book by mail, digital services.

6. Is there a back up plan in case our library clerk is unable to attend work? (In the past there was a substitute and the library was only closed for poor weather conditions.)  
No, without staff redundancy.

7. My understanding is that it now costs .25 cents to make a copy and that you can no longer pay in cash. Can you please explain the process of using the photocopier at the reasoning for any policy changes recently made?

During the pandemic ECRL stopped taking cash, the payment options are visa, debit and cheque.

8. Does the ECRL collaborate with other families of libraries to introduce and promote innovation? If so which and if not, why not?

Work with library regions across the province, currently working on accessible services. For innovation, currently the open library project in Guysbrough, which allows the library door to be opened by an adult user with their library card. This has led to Guysbrough having 98 hours of access a week. The approximate cost is \$100,000. You can use computers, check out books.

9. Once the restrictions of the pandemic are lifted can we expect to see the programs return to the library, and use of the back room?

In the process of seeing what can be done, there is concern for OSH, the employee need to place to put their things, a place to eat, as well concern regarding wheelchair ramp access.

10. The ERCL received an increase of funding of \$225,100, form 2019-2020 yet Sherbrooke library dropped from 25-15, high level, where did the extra funding get spent?


\$31,500 is the French grant, increased staffing in 2019, to deal with the need to train and support branch staff. Built staff up advance of funding increase. When funds came in what was borrowed needed to be paid back. Increased digital service, added borrow by mail, pandemic issues, facility issues.

Warden Wier adjourned the meeting with no further matters of business, at 5:13 pm.

**Motion approved.**

  
Recorded By

Municipal Clerk/Special Projects Coordinator

  
Approved By

Warden Wier

# Eastern Counties Regional Library

## Presentation to Council Municipality of the District of St. Mary's

September 8, 2021

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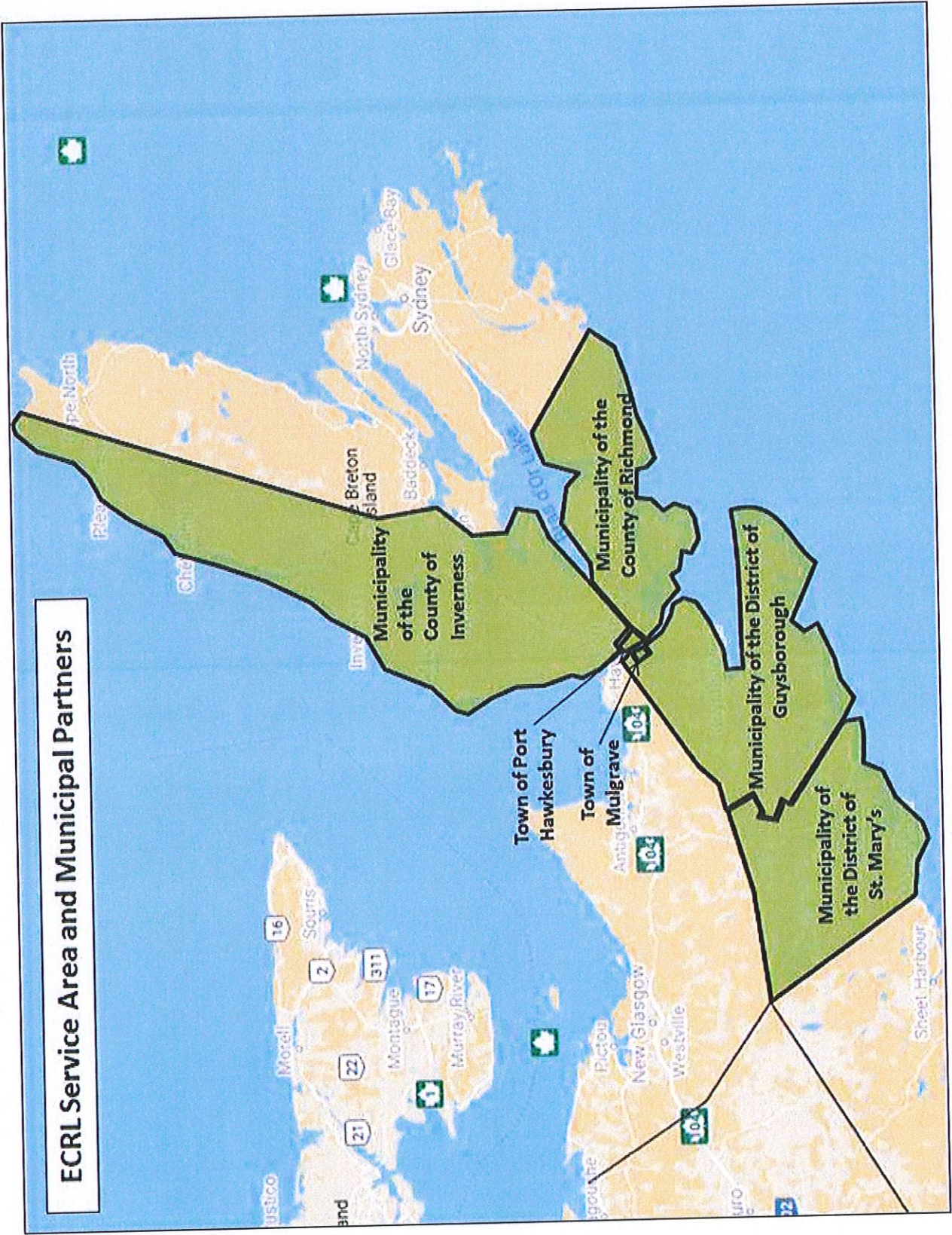
Laura Emery

ECRL CEO

Dana Thomas

ECRL Innovation Project Manager




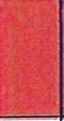

**ECRL Service Area and Municipal Partners**

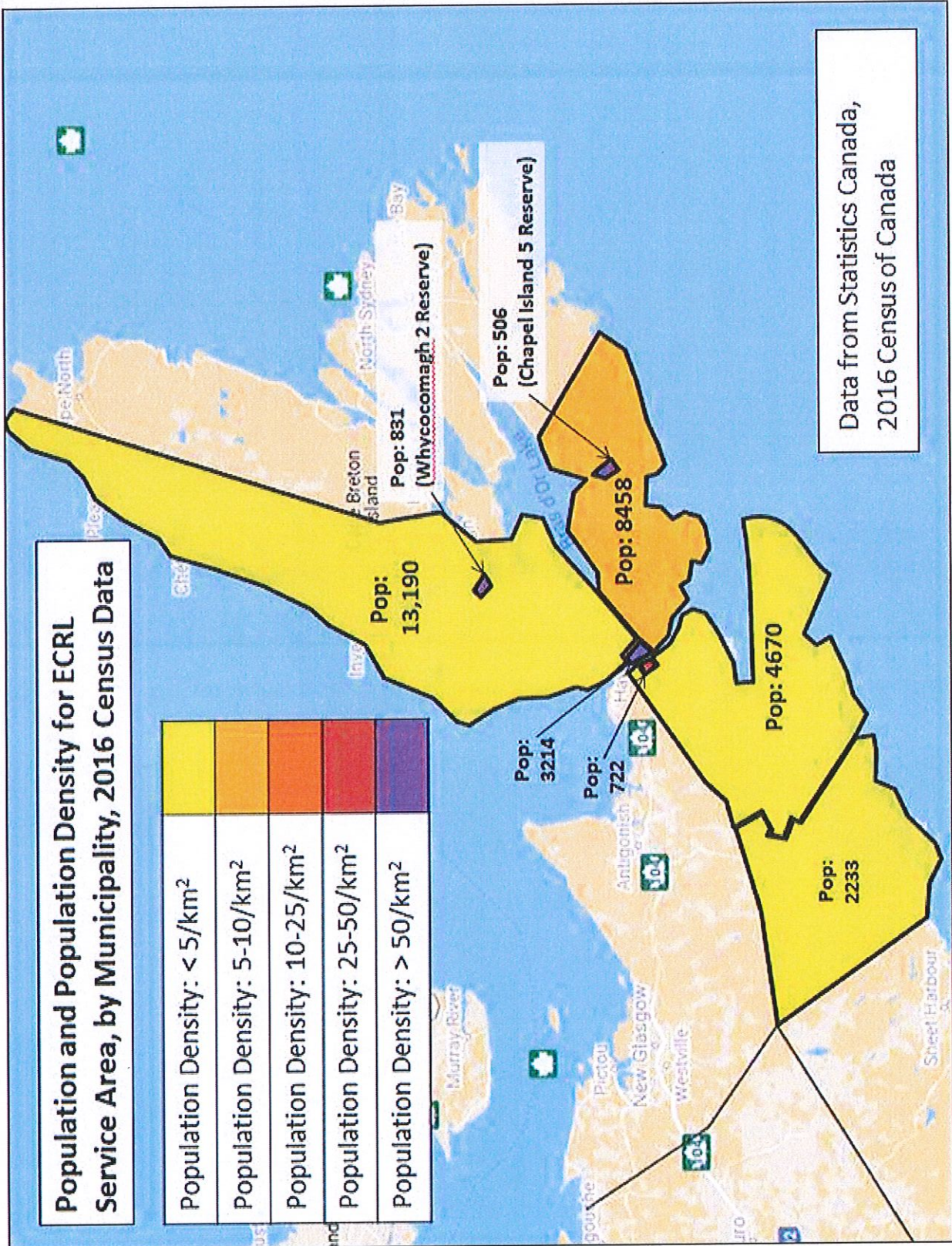


# ECRL & Municipal Units in Partnership

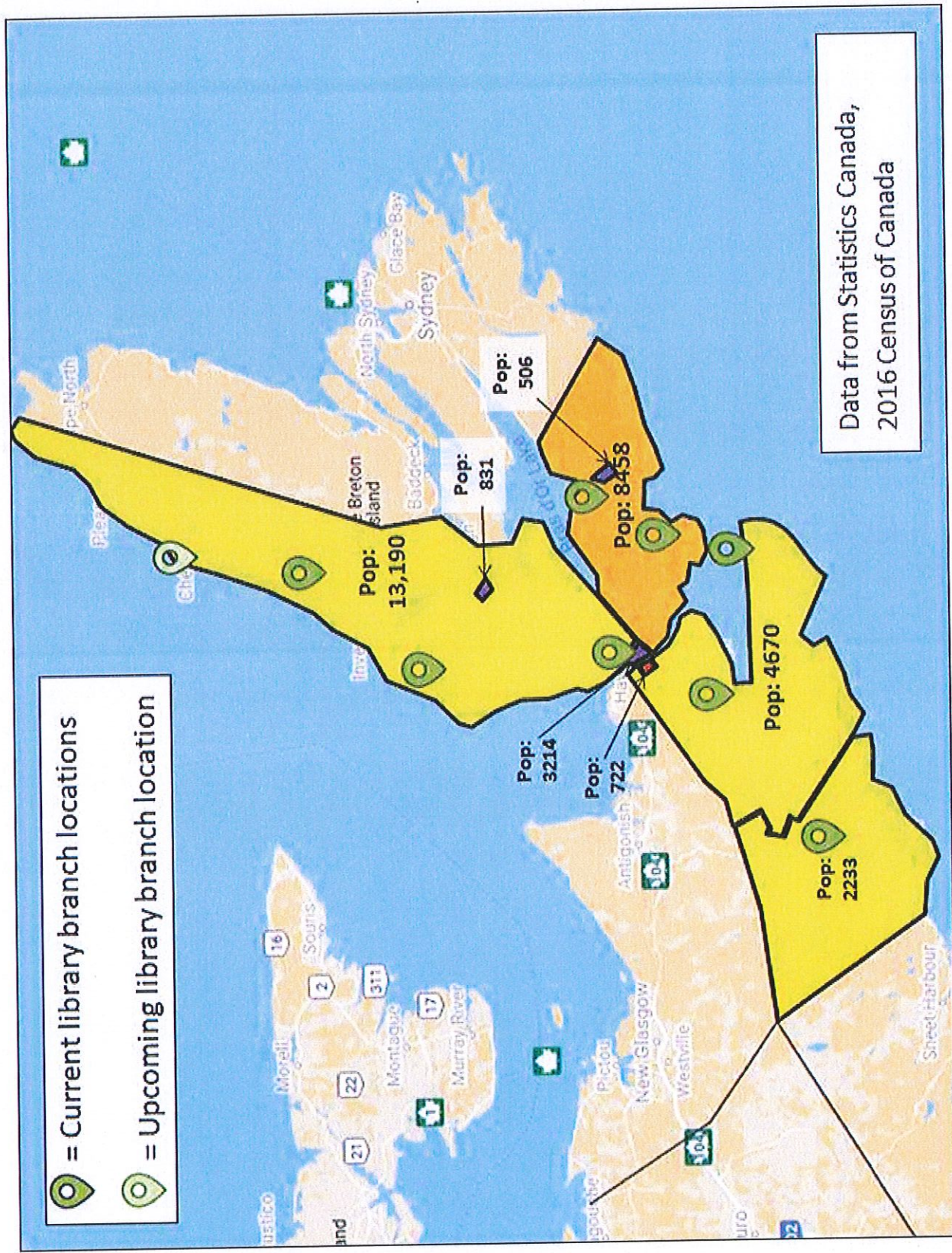
Municipal Partners Provide:	
<ul style="list-style-type: none"> <li>- Library staffing &amp; services, accessible at local libraries, over the phone, in the mail, and online</li> </ul>	<ul style="list-style-type: none"> <li>- Library facilities (owned or rented)</li> </ul>
<ul style="list-style-type: none"> <li>- Library collections, both physical (books, DVDs, etc.) and digital (downloadable ebooks and audiobooks; streaming film, television, music; learning opportunities, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>- Cleaning of library facilities, interior and exterior maintenance, snow removal</li> </ul>
<ul style="list-style-type: none"> <li>- Computers, Internet connection, &amp; WiFi</li> </ul>	<ul style="list-style-type: none"> <li>- Utilities and phone line</li> </ul>
<ul style="list-style-type: none"> <li>- Equipment like printers, phones, etc.</li> </ul>	<ul style="list-style-type: none"> <li>- Shelving, furnishings, and signage</li> </ul>
<ul style="list-style-type: none"> <li>- Carry insurance for computers, ECRL owned furnishings and equipment, library materials and library vehicles, public use liability</li> </ul>	<ul style="list-style-type: none"> <li>- Carry insurance on the building and property, liability, and any Municipally owned furnishings.</li> </ul>
<ul style="list-style-type: none"> <li>- Provision of library services as per the Nova Scotia Libraries Act</li> </ul>	<ul style="list-style-type: none"> <li>- Maintain the Library in compliance with all Provincial and Federal Legislative requirements, including but not limited to accessibility, air quality, safety, etc.</li> </ul>

**Population and Population Density for ECRL Service Area, by Municipality, 2016 Census Data**

Population Density: < 5/km <sup>2</sup>	
Population Density: 5-10/km <sup>2</sup>	
Population Density: 10-25/km <sup>2</sup>	
Population Density: 25-50/km <sup>2</sup>	
Population Density: > 50/km <sup>2</sup>	



Data from Statistics Canada,  
2016 Census of Canada



# Library Funding in Nova Scotia

Regional Library Board	New Funding Model *				Operating Budget in 2021-2022
	Provincial Share	Municipal Share - Old Funding Formula	Municipal Share - New Funding Formula	Board Share	
Halifax	\$5,274,300	\$13,424,500	\$14,402,700	\$608,600	\$19,307,400
Cape Breton	\$2,053,100	\$706,900	\$751,800	\$86,800	\$2,846,800
Annapolis Valley	\$1,919,600	\$636,900	\$702,900	\$81,100	\$2,637,600
Colchester-East Hants	\$1,490,100	\$468,600	\$545,700	\$63,000	\$2,021,700
Pictou-Antigonish	\$1,383,800	\$412,000	\$506,700	\$58,500	\$1,854,300
Western Counties	\$1,360,500	\$373,500	\$447,700	\$51,700	\$1,785,700
South Shore	\$1,262,400	\$367,300	\$462,300	\$53,300	\$1,683,000
<b>Eastern Counties</b>	<b>\$952,100</b>	<b>\$231,900</b>	<b>\$297,300</b>	<b>\$34,300</b>	<b>\$1,218,300</b>
Cumberland	\$775,400	\$201,400	\$283,900	\$32,800	\$1,009,600

\*Municipal contribution increase not yet implemented. Provincial increase implemented in 2020-2021 Fiscal Year.

**Source:** Regional Library Board – Formula Funding Model Fiscal 2021-2022, created by Nova Scotia Provincial Library



# Libraries Act Funding Regulations

Libraries Act Funding Regulations  
made under Sections 15 and 16 of the  
*Libraries Act*  
R.S.N.S. 1989, c. 254  
O.I.C. 1998-458 (September 16, 1998), N.S. Reg. 70/98  
as amended to O.I.C. 2001-347 (July 19, 2001), N.S. Reg. 92/2001

## Operating grants

(3A) The Minister shall, each fiscal year commencing with the fiscal year 2002-2003, pay to each regional library board the municipalities of which have a total population density of 5 people or less per square kilometre, an equity grant of 5% of the Provincial annual operating grant prescribed under subsection (2), in addition to the Provincial annual operating grant prescribed under subsection (2).  
Subsection 3(3A) added: O.I.C. 2001-347, N.S. Reg. 92/2001.

## French language grants

- 4 (1) The Minister shall, each fiscal year, pay to a regional library board, where the French language speaking population exceeds 10% of the total population of the area served by the regional library board, a French language operating grant to assist in the provision of library service in the French language.
- (2) The grant specified in subsection (1) shall be
- (a) 5% for the fiscal years 1995-1996, 1996-1997 and 1997-1998; and
  - (b) 10% for the fiscal years 1998-1999 and thereafter,
- of the Provincial annual operating grant prescribed in subsection 3(2) and shall be in addition to the Provincial annual operating grant.

Source: <https://www.novascotia.ca/Just/Regulations/regs/libfund.html>

# Library Funding in Nova Scotia

	2008-2009 Budget*	2018-2019 Budget**	% Budget Increase 2008-2018	2008-2009 Budget in 2018 Dollars†	% Budget Increase 2008-2018, adjusted for inflation
Eastern Counties	\$939,400	\$985,700	4.9%	\$1,093,508	-9.9%
Western Counties	\$1,416,000	\$1,536,900	8.5%	\$1,648,293	-6.8%
Cape Breton	\$2,468,800	\$2,718,900	10.1%	\$2,873,804	-5.4%
Pictou-Antigonish	\$1,415,400	\$1,584,400	11.9%	\$1,647,595	-3.8%
South Shore	\$1,254,600	\$1,412,600	12.6%	\$1,460,416	-3.3%
Cumberland	\$682,700	\$774,600	13.5%	\$794,696	-2.5%
Annapolis Valley	\$2,107,600	\$2,449,600	16.2%	\$2,453,349	-0.2%
Colchester-East Hants	\$1,503,500	\$1,802,300	19.9%	\$1,750,147	3.0%
Halifax	\$7,530,200	\$18,917,100	151.2%	\$8,765,521	115.8%

\*Source: Eastern Counties Regional Library Formula Funding 2008-2009, from NSPL.

\*\*Source: Eastern Counties Regional Library Formula Funding 2018-2019, from NSPL.

† Using Bank of Canada Inflation Calculator: <https://www.bankofcanada.ca/rates/related/inflation-calculator/>

# Library Staffing in Nova Scotia

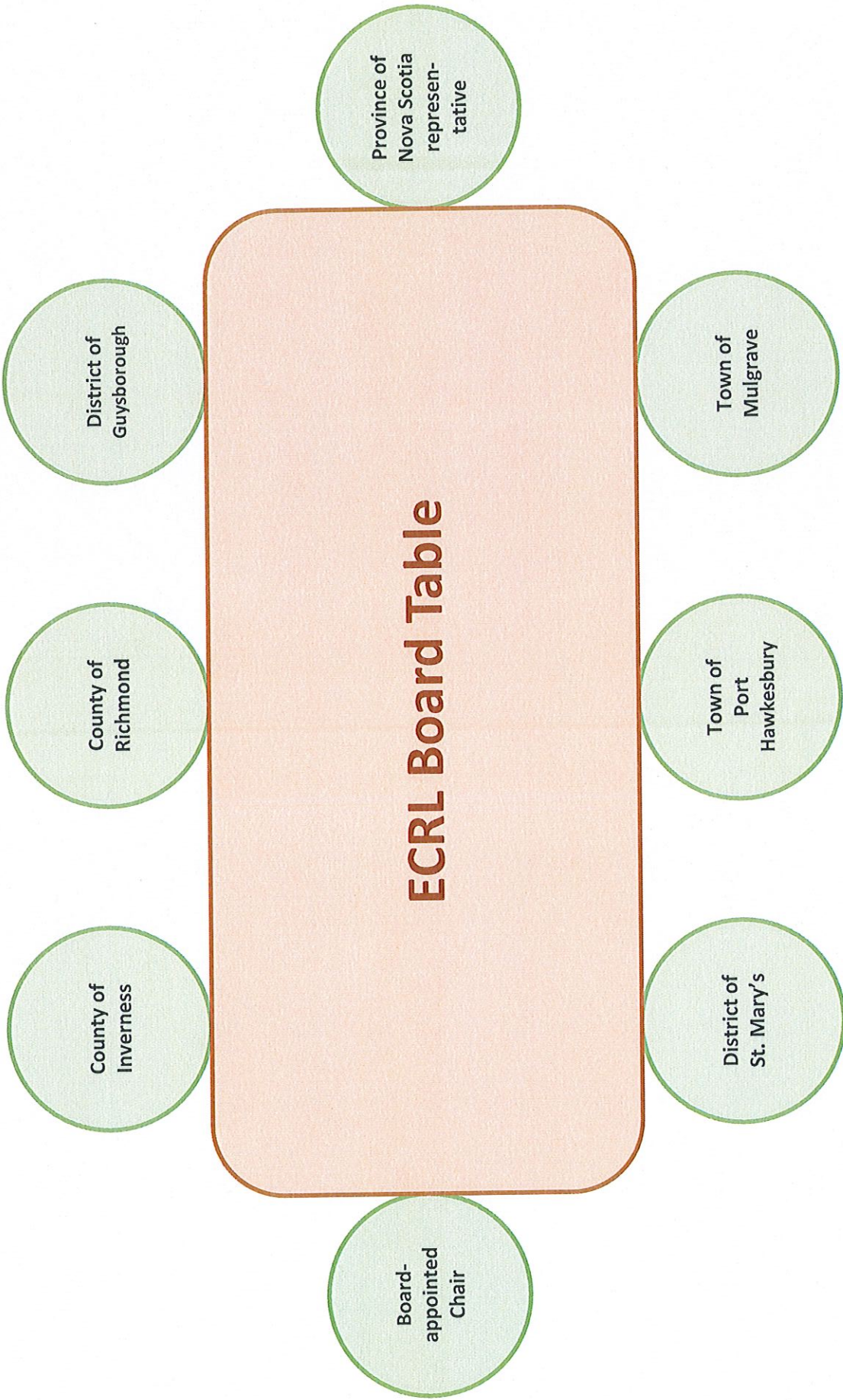
Total staff (Full-time Equivalents, FTE)	2018-2019
Eastern Counties Regional Library	15.83
Cumberland Public Libraries	18.00
South Shore Public Libraries	19.69
Western Counties Regional Library	28.69
Colchester-East Hants Public Library	32.05
Pictou-Antigonish Regional Library	37.50
Annapolis Valley Regional Library	47.00
Cape Breton Regional Library	49.04
Halifax Public Libraries	345.00

**Source:** Statistics prepared by Nova Scotia Provincial Library. Presented to ECRL Board on 2021-01-14

# Municipal Partners: Population



# ECRL Board Table



# Municipal Partner Financial Contributions

ECRL Municipal Partners	Proportion of Total Population (2020-2021 Formula Funding Model)	2021-2022 Municipal Contribution to ECRL - Mandatory	2021-2022 Quarterly Payment of Mandatory Contribution
County of Inverness	41.83%	\$94,655	\$23,663.75
County of Richmond	26.61%	\$61,505	\$15,376.25
District of Guysborough	13.68%	\$33,753	\$8,438.25
District of St. Mary's	6.34%	\$15,617	\$3,904.25
Town of Port Hawkesbury	9.45%	\$21,147	\$5,286.75
Town of Mulgrave	2.10%	\$5,222	\$1,305.50
<b>TOTAL Municipal Portion</b>	<b>100.01%</b>	<b>\$231,899</b>	<b>\$57,974.75</b>

**Source:** Eastern Counties Regional Library Board – Formula Funding Model, created by Nova Scotia Provincial Library and distributed by email 2020-02-25

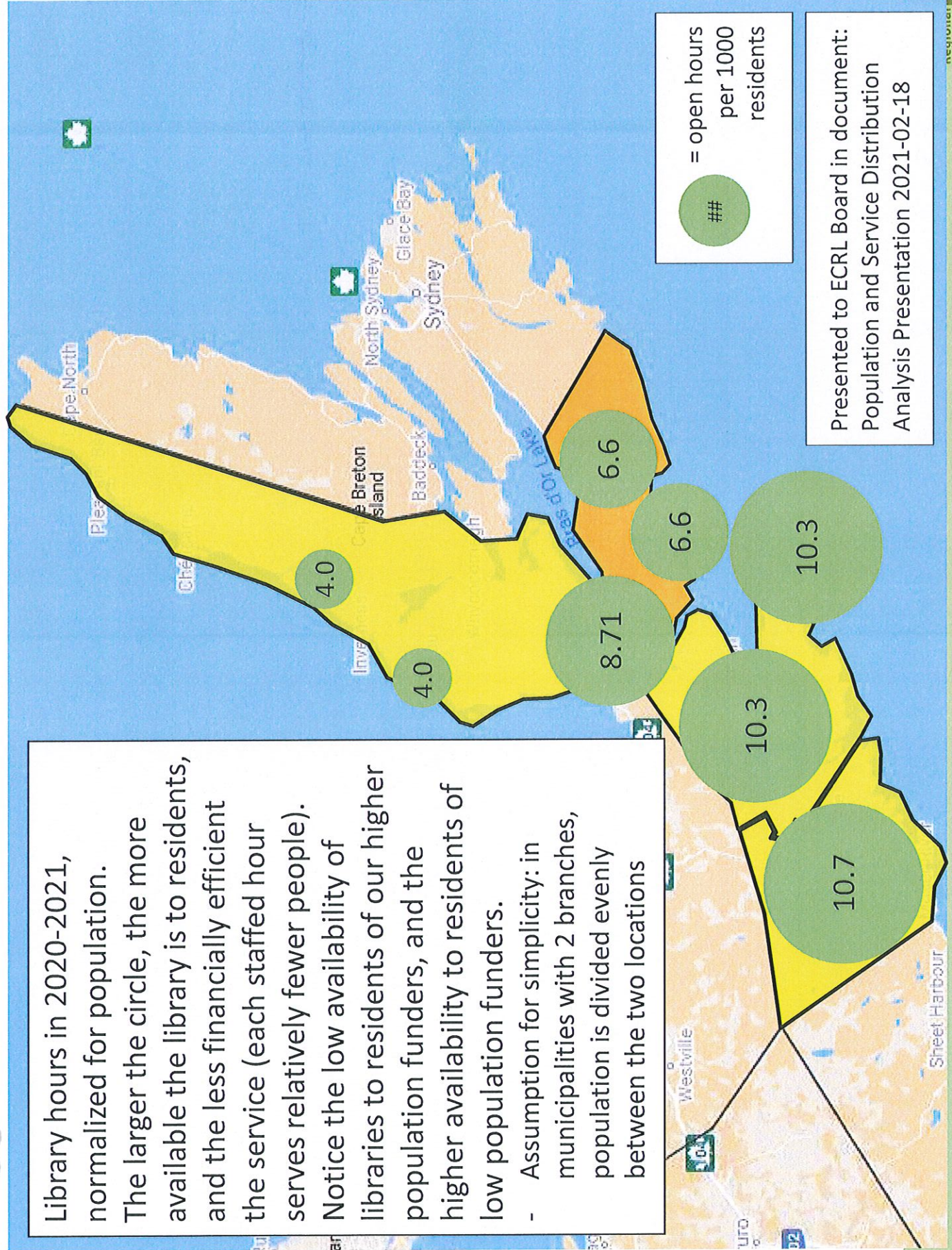
# ECRL Expenditures: 2020-2021 Budget



**Source:** Eastern Counties Regional Library Budget. Originally presented to ECRL Board in document: ECRL Library Service Cost Graphs Table 2021-01-21.pdf

Library hours in 2020-2021, normalized for population. The larger the circle, the more available the library is to residents, and the less financially efficient the service (each staffed hour serves relatively fewer people). Notice the low availability of libraries to residents of our higher population funders, and the higher availability to residents of low population funders.

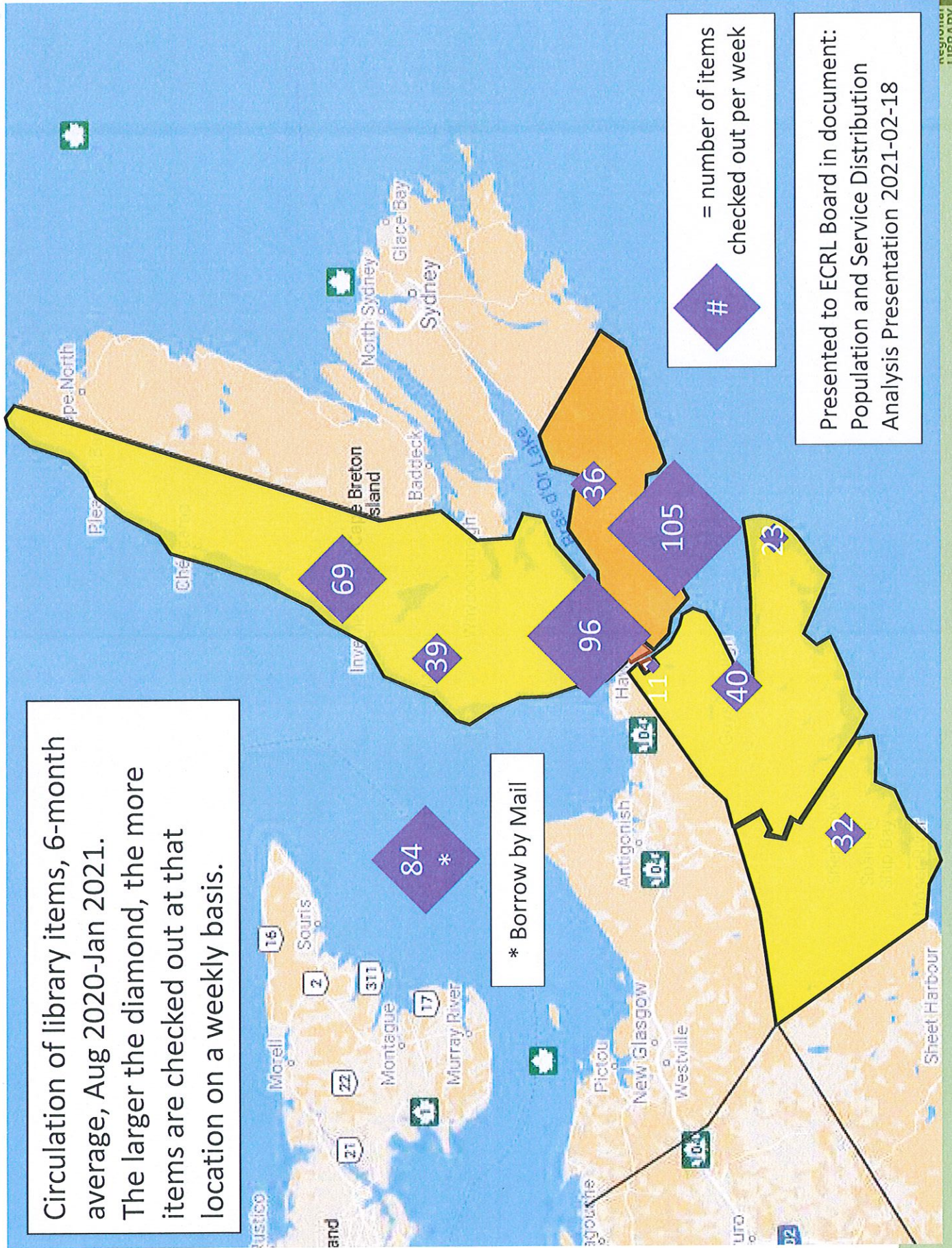
- Assumption for simplicity: in municipalities with 2 branches, population is divided evenly between the two locations



## = open hours per 1000 residents

Presented to ECRL Board in document: Population and Service Distribution Analysis Presentation 2021-02-18

Circulation of library items, 6-month average, Aug 2020-Jan 2021. The larger the diamond, the more items are checked out at that location on a weekly basis.



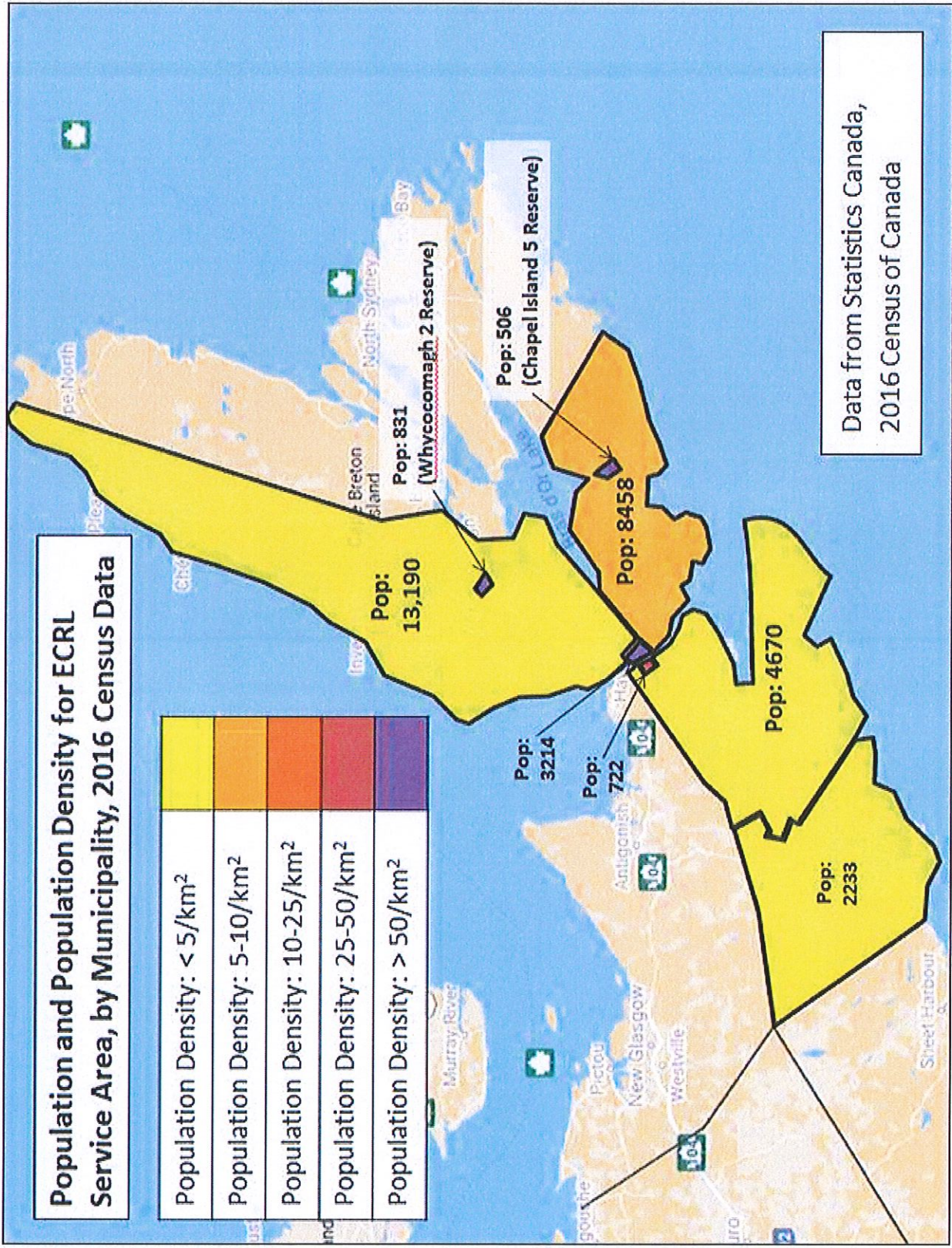
\* Borrow by Mail

# = number of items checked out per week

Presented to ECRL Board in document: Population and Service Distribution Analysis Presentation 2021-02-18

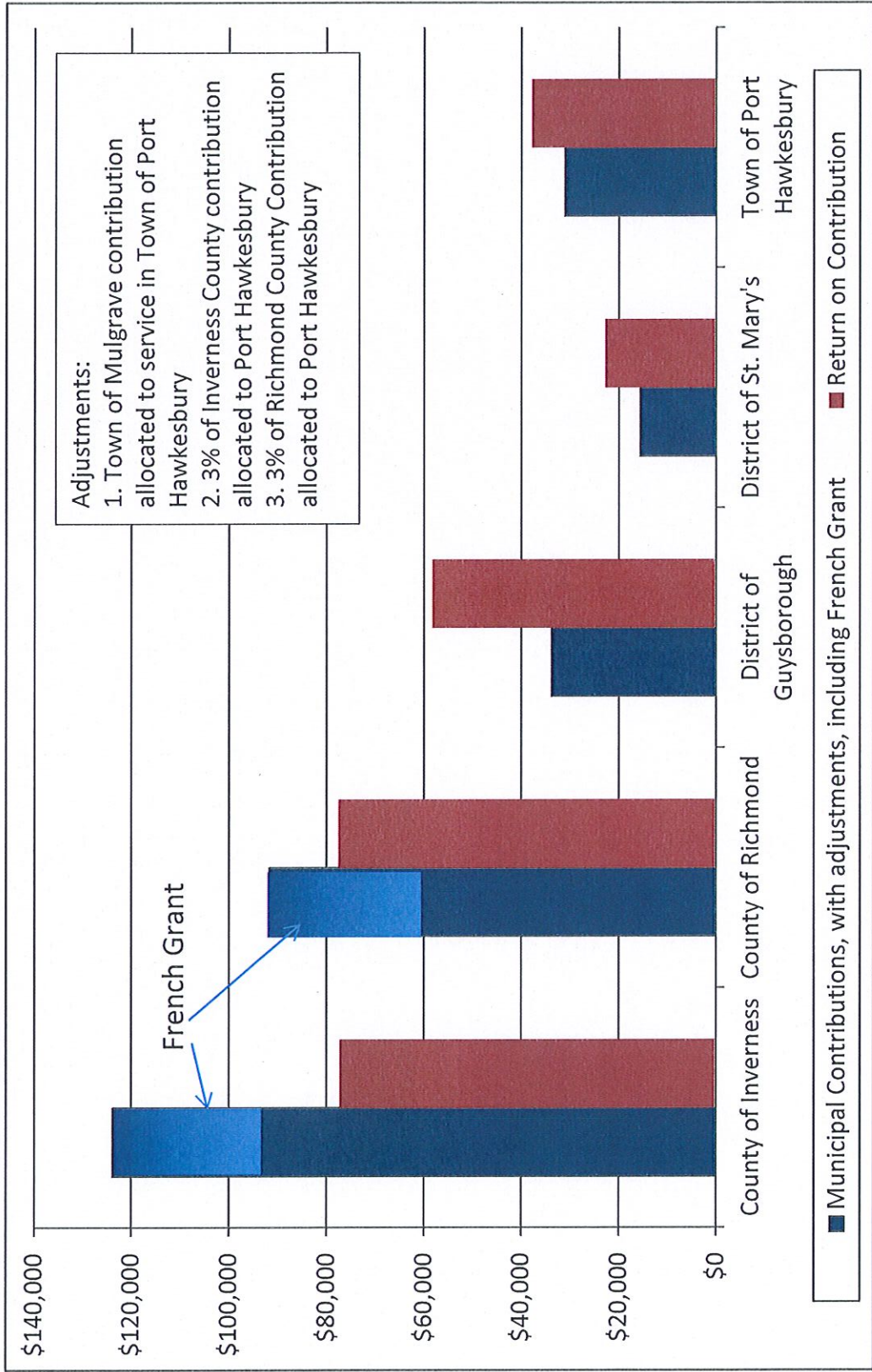
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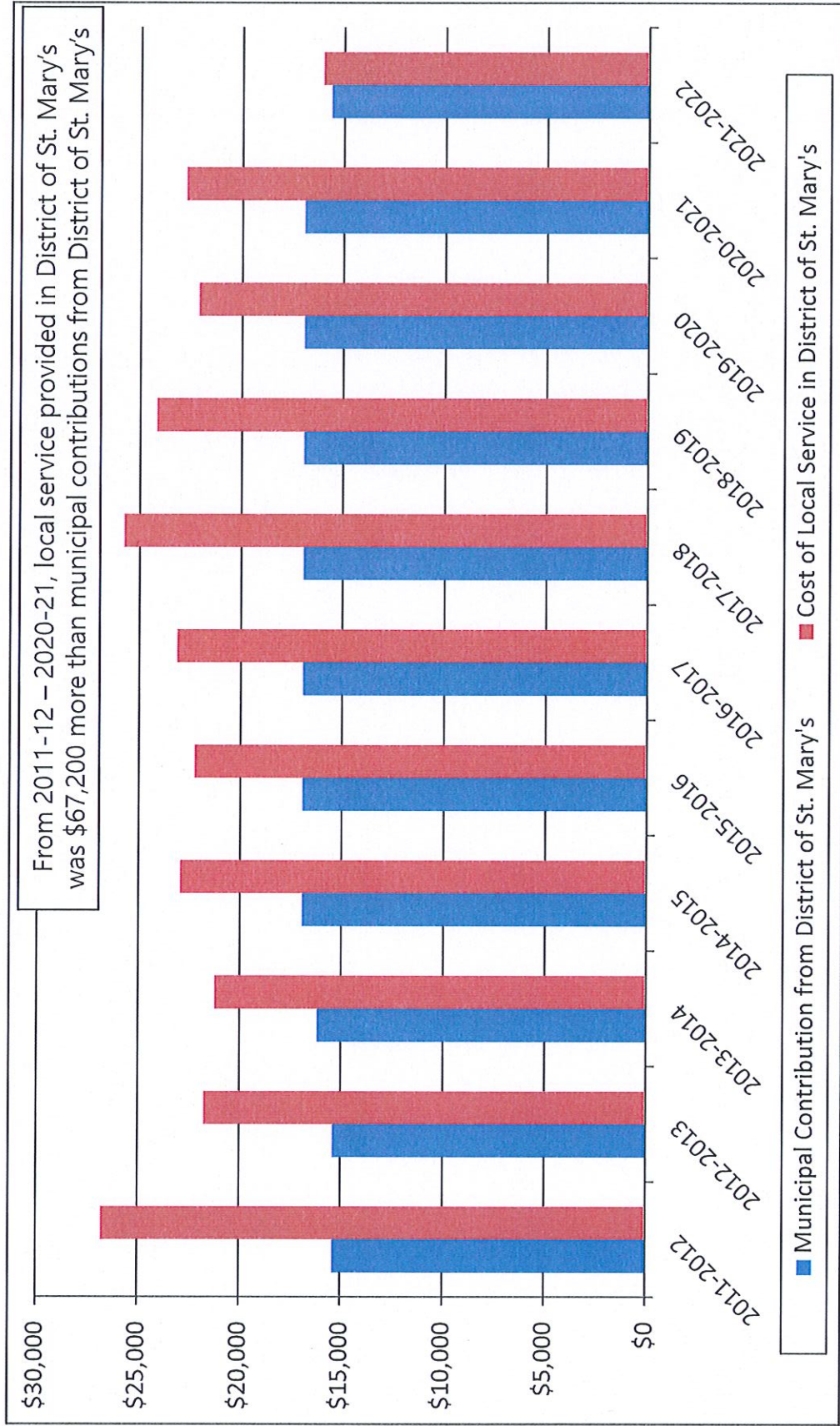


Data from Statistics Canada,  
2016 Census of Canada

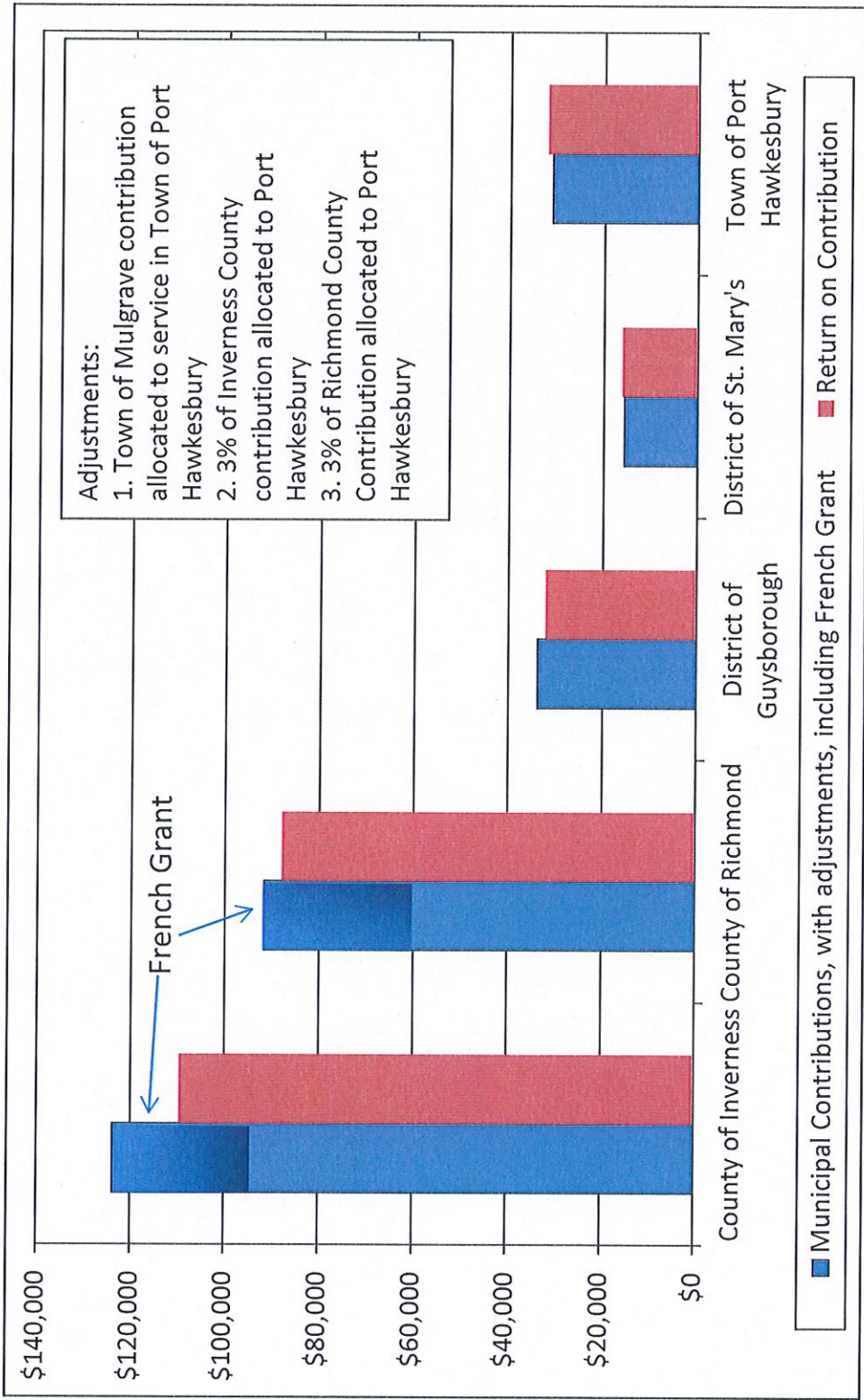
# 2020-2021 Return on Contribution



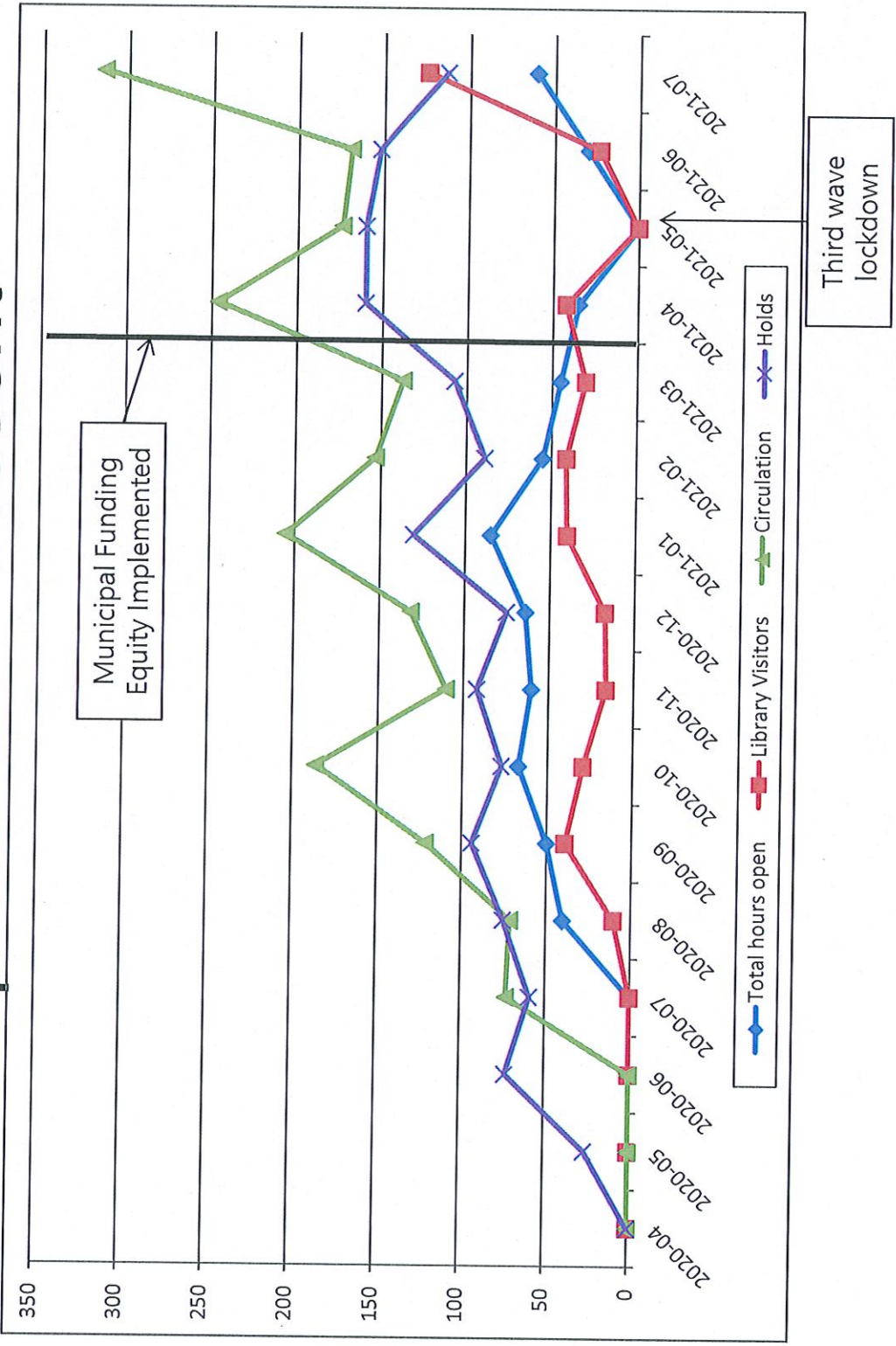
# Historical Return on Contribution for District of St. Mary's



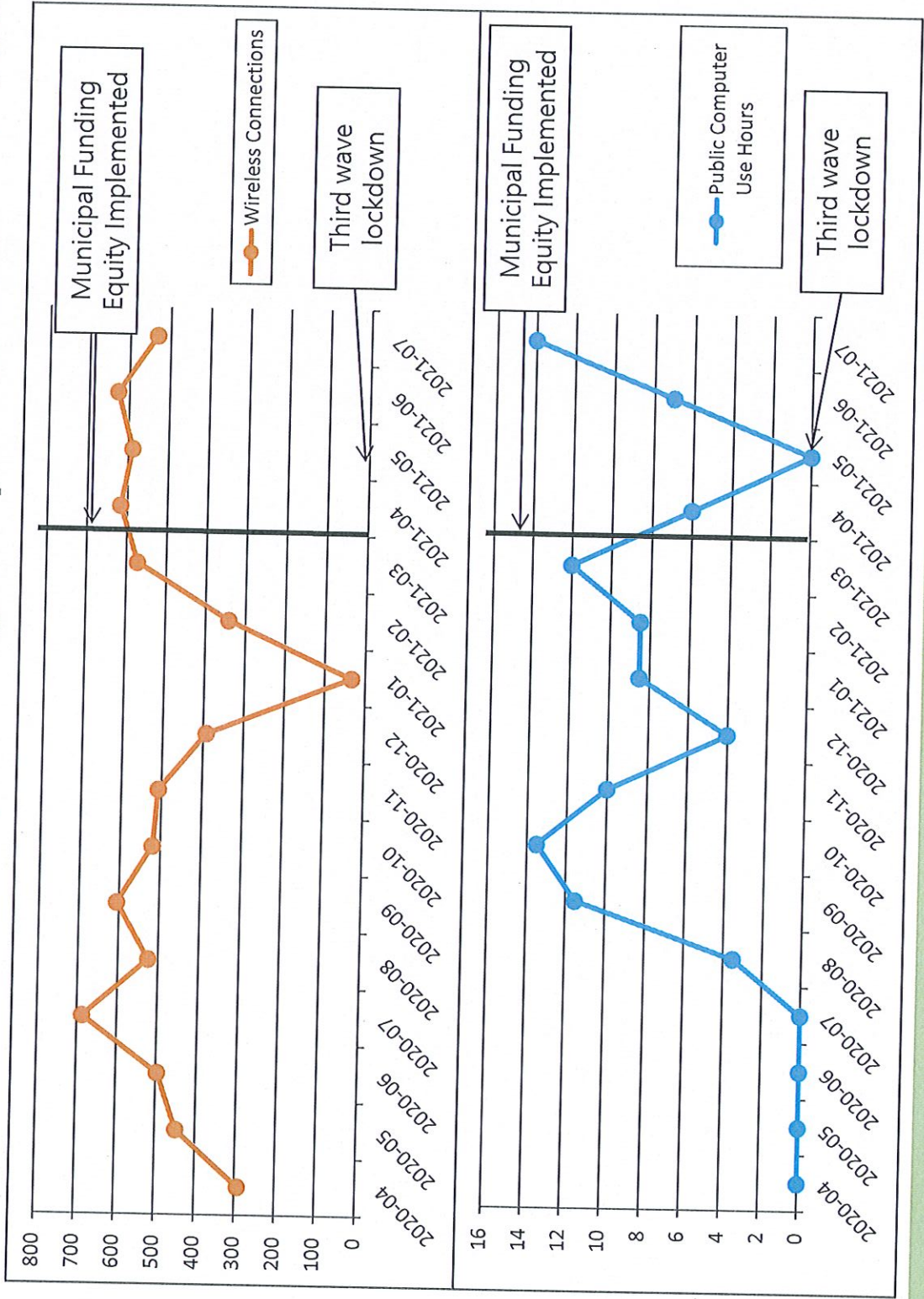
# 2021-2022 Return on Contribution - Budgeted



# Sherbrooke Library Usage April 2020 – Present



# Sherbrooke Library Usage April 2020 – Present



# Questions?

