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| **Date:** | September 4th, 2012 |  |  |
| **To:** | All Directors of Conservation and Water Stewardship  | **From:** |

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| Bruce GrayAssistant Deputy MinisterAdministration and Finance DivisionConservation and Water Stewardship  |

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| **Subject:** | Library Services  | **Telephone:** | (204) 470-3840 |

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We are seeking your cooperation and input as the Department transitions the direct service provided by the library located at 123 Main Street to a new service that will be provided through partnerships with other libraries and/or on-line systems effective December 30th, 2012. As most of you are aware, this was as a result of a review to achieve savings for the department and the government as a whole.

This change will impact services currently received by your staff located at 123 Main Street as well as staff in other locations that subscribe to any of our library services. We are currently developing strategies to minimize any impacts of this change. There will be more information forthcoming in the next few weeks and we will be seeking input in order to make the service as effective as possible.

If you have any questions or concerns regarding this process please contact Maria Villarba, at (204) 945-2929.

 “Original signed by”

Bruce Gray

cc. Fred Meier

cc. EMC

cc. Maria Villarba