

BRACEBRIDGE LIBRARY BOARD MEETING MINUTES

Date: Tuesday, May 12, 2026 @ 1:00pm to 3:00pm

Location: Coulson Family Bracebridge Library in the Lyle & Margaret Cathcart Boardroom

Recorder: L. Boucher, Board Member

Present: A. King (Vice-Chair) C. Robinson, L. Boucher, B. Glass, R. MacKinnon, C. Bergstrom (CEO) **Regrets:** D. Smith, B. Hutchinson (Chair)

1. Call to order from the Vice-Chair, A. King at 1:01pm

2. Land Acknowledgement – B. Glass

“We would like to begin by acknowledging that the Bracebridge Library is on the traditional territory of the Anishinaabe – specifically the Ojibway, the Chippewa, and the Algonquin peoples. This land was a part of the 1923 Williams Treaties. We recognize and appreciate the historic and present contributions that First Nations, Metis, and Inuit people have made to our town and our country. We challenge everyone here today to seek out knowledge and take actions toward real truth and reconciliation in support of our commitment to wellness for all, and to walking the path together in respect, peace, and harmony for future generations.”

3. Declaration of Direct or Indirect Conflicts of Interest - NONE

4. Guests & Delegations – NONE

5. Consent agenda

5.1. Receiving the minutes of the April 14, 2026 Meeting

5.2. Board Chair Report - none

5.3. OLS Trustee Report – C. Robinson provided verbal update. Trustee next meeting is May 13, 2026

Motion BM-2026-05-01 that the Items identified as Consent Items on the May 12, 2026, Bracebridge Library Board Meeting Agenda, be adopted.

Mover: B. Glass

Seconder: R. MacKinnon

CARRIED

6. Board Professional Development/Education

6.1. Library Board Succession Planning, Recruitment and Board Legacy (OLS) - <https://resources.olservice.ca/succession-planning/succession>

6.2. Board Skills Matrix Feedback (April) - document to be finalized at June meeting

6.3. Board Recruitment Brochure content for review - document to be finalized at June meeting

7. Business arising - none

8. Library Deficiencies Update

9. Correspondence - Alberta's Bill 28

Motion BM-2026-05-02 that the Bracebridge Library Board formally issue their prepared statement regarding Bill 28 in Alberta, having Library staff post it on the Library website and social media. **Mover: C. Robinson Second: B. Glass CARRIED**

Motion BM-2026-05-03 that the Bracebridge Library Board formally sign and send their prepared letter regarding Bill 28 in Alberta to The Honourable Dan Williams Minister of Municipal Affairs in Alberta, in addition to forwarding a copy to the Town of Bracebridge.

Mover: L. Boucher Second: C. Robinson CARRIED

10. Council Rep Update – provided verbally by C. Bergstrom on behalf of D. Smith.

11. CEO Report

12. Workplan / Advocacy Committee Report – L. Boucher provided verbal update

13. Financial Committee Report

Motion BM-2026-05-04 that the Bracebridge Library Board approve the following framework for Town of Bracebridge Recreation Department public-facing programming within Library spaces:

- Recreation Department public-facing programming bookings shall be subject to a reduced internal rate of \$40.00 per hour;
- This framework shall apply specifically to Recreation Department public-facing programming and registered program delivery;
- This framework shall not apply to:
 - Internal operational use by the Recreation Department, including meetings, training sessions, or internal planning activities; or
 - Other Town of Bracebridge departments utilizing Library spaces for internal municipal purposes.

Mover: L. Boucher Second: C. Robinson CARRIED

Motion BM-2026-05-05 that the Bracebridge Library Board direct Library staff to:

- Review the current Licence Agreement between the Town of Bracebridge and the Bracebridge Public Library Board as it relates to shared space usage;
- Explore and evaluate options for a fair, reciprocal, and operationally sustainable shared-use framework;
- Consult and collaborate with appropriate Town of Bracebridge representatives and departments regarding potential amendments or updates to the current agreement; and
- Report back to the Library Board with findings and recommendations.

Mover: L. Boucher

Seconder: B. Glass

CARRIED

14. Policy Committee Report

14.1 OP-44: Staff Use of Technology

Motion BM-2026-05-06 that the Board approve the updated policy OP-44: Staff Use of Technology. **Mover: L. Boucher** **Seconder: B. Glass** **CARRIED**

14.2 OP-52: Electronic Monitoring of Employees

Motion BM-2026-05-07 that the Board approve the updated policy OP-52: Electronic Monitoring of Employees. **Mover: L. Boucher** **Seconder: R. MacKinnon** **CARRIED**

14.3 OP-53: Leaves of Absence

Motion BM-2026-05-08 that the Board approve the updated policy OP-53: Leaves of Absence. **Mover: B. Glass** **Seconder: L. Boucher** **CARRIED**

15. New Business - NONE

16. Closed Session

Motion BM-2026-05-09 that the Board moved into closed session due to personal matters about identifiable individuals. **Mover: L. Boucher** **Seconder: B. Glass** **CARRIED**

Motion BM-2026-05-10 that the Board rise and act as decided in closed session.

Mover: R. MacKinnon

Seconder: C. Robinson

CARRIED

17. Date of next meeting – June 11th, 2026 @ 1pm at the Coulson Family Bracebridge Library in the Lyle & Margaret Cathcart Boardroom

18. Adjournment: 2:24pm