

**The City of Kawartha Lakes
Public Library**

**Public Library Board Meeting
Minutes**

Thursday, June 4, 2026 at 6:00 p.m.

**Online via Video Conferencing
& Meeting Room
Lindsay Branch**

190 Kent St W, Lindsay, ON

Members

Vanessa Doucet-Roche
Coun. Dan Joyce
Susan Ferguson
Zac Miller
Joseph Mior
Pamela Noble
Shirley Norman
Heather Stauble

Meeting #LB2026-04

1. Call to Order

The Chair called the meeting to order at 6:00pm with the following members present: V. Doucet-Roche, Coun. D. Joyce, S. Ferguson, Z. Miller, J. Mior, P. Noble, and S. Norman. H. Stauble attended via video-conferencing.

Staff present were J. Anderson, M. Junkin (Notetaker) and Emily Turner (CKL Heritage Officer).

2. Chairs Remarks

P. Noble read the following Land Acknowledgement:

The Kawartha Lakes Public Library respectfully acknowledges that we are situated on Mississauga lands and the traditional territory covered by the Williams Treaties.

We are grateful for the opportunity to work here and we thank all the generations of people who have taken care of this land - for thousands of years. We recognize and deeply appreciate their historic connection to this place. We also recognize the contributions of Métis, Inuit, and other Indigenous peoples, both in shaping and strengthening this community and country as a whole. This recognition is connected to our collective commitment to make the promise and the challenge of Truth and Reconciliation real in our community.

P. Noble asked the group what takeaways they have from their term on the Library Board. J. Mior stated that they learned what vast resources the library offers, with S. Norman adding that they also became more cognizant of how little the community knew about the library. S. Ferguson expressed disappointment that the Board was not included in more staff events so they could express their appreciation for all the work staff do. Z. Miller enjoyed being on a Board, and getting to know all Board members. Coun. D. Joyce appreciated learning about the organizational aspects of running a library. V. Doucet-Roche was surprised at how much the library offers to the community. H. Stauble found board discussions very informative.

V. Doucet-Roche offered to present the icebreaker activity for the August meeting.

3. Adoption of the Agenda

RESOLVED THAT the agenda for the City of Kawartha Lakes Public Library Board Meeting of June 4, 2026 be adopted as circulated.

Moved: S. Norman
Seconded: Z. Miller

CARRIED

4. Declaration of Conflict of Interest

None

5. Deputations / Presentations

Emily Turner (CKL Heritage Development Officer) gave a presentation on the CKL Indigenous Reconciliation Strategy planning. E. Turner noted that Reconciliation is part of the City's current Strategic Plan and that she has been tasked as the lead for this project. As such, she is going around to municipal boards and committees to introduce the concept and is looking for input from all City departments, boards and committees.

E. Turner's work includes determining what reconciliation means in a municipal context and what changes are in the City's power to implement. An indigenous consulting team has been hired to assist in the development of the Reconciliation Strategy.

E. Turner noted that there are 30 *Calls To Action* from the federal Truth and Reconciliation Committee that have direct, indirect or significant municipal impact and influence. These fall in three broad categories:

- Community Safety and Well Being
- Land, Environment, and Urban Development
- Culture, Communication and Community Life

E. Turner noted that the library has already implemented respectful subject headings to remove outdated and racist language and also brought together resources about indigenous people, residential schools and materials created by indigenous authors.

E. Turner reviewed the project timeline which started in January 2026 and hopes to be able to share a final plan in Spring 2027.

E. Turner stated that she is currently in the engagement phase and is reaching out to various groups, conducting open houses, has launched a survey on the CKL Jump In site and is organizing indigenous-specific focus groups.

J. Mior asked if the City was looking into how to address Indigenous appropriation. Joe has a good article on this and will provide to the Board and E. Turner.

S. Norman noted that our communities were becoming more diverse and asked what is in place to address concerns voiced by other groups. E. Turner advised that there is also an equity, diversity and inclusion strategy being developed. This particular strategy is indigenous specific.

S. Ferguson asked what response has come from the indigenous community with regards to this strategy. E. Turner replied that development was still in early days, but members of the Williams treaty appear very keen to see this come about. E. Turner noted that the City has done a better job the past 5 years in dealing with indigenous governments and as such have a good working relationship. E. Turner noted that conversations still need to be had with individual indigenous residents living in KL

J. Mior asked if Fleming College was being involved in the consultation as there would be indigenous students that attend that school. E. Turner replied that the college and Trent University were being included. S. Norman recommended Women's Resources as a local organization that deals with indigenous residents.

S. Norman asked what would happen after the Strategy was developed. E. Turner replied that a different scale of accomplishment and success would have to be developed as a traditional KPI structure would not work. E. Turner is looking for a validation strategy that allows people to gauge success of implementation

J. Anderson asked how indigenous community members were being identified. E. Turner stated that she has to rely on self-identification.

Consent Agenda

6. Minutes

6.1 Draft Library Board Minutes of the March 5, 2026 Meeting

7. Correspondence

7.1 Friends of the Lindsay Library – Executive Meeting Minutes – March 10, 2026

7.2 Friends of the Lindsay Library – Executive Meeting Minutes – April 14, 2026

7.3 Friends of the Lindsay Library – Spring 2026 Newsletter

Consent Agenda End

RESOLVED THAT the Consent Agenda be approved as amended.

Moved: V. Doucet-Roche
Seconded: D. Joyce

CARRIED

8. Reports

8.1 Library Financial Statement – April 2026 – J. Anderson – Written Report

J. Anderson noted that the library is a third of the way through the calendar year and spending is on target at approximately 33%.

8.2 Library CEO's Report – March-May 2026 - J. Anderson – Written Report

S. Ferguson noted that they were impressed with the number of partnerships that are being developed between the library, other City departments and outside organizations.

S. Norman asked J. Anderson for his thoughts on the AI Governance course. J. Anderson noted that there was a good amount of useful information in the course but that he is waiting on the City-led policy on this topic before setting anything in place for the library.

8.3 Performance Indicators and Q1 Comparators – April 2026 - J. Anderson – Written Report

J. Anderson noted that after the long winter, the library is seeing numbers start to climb up again. He noted that strong attendance at March Break events contributed to this improvement.

Coun. D. Joyce asked for the reason behind the spike in Facebook engagements in March. This was attributed to the number of special events hosted over March Break and that the library's Marketing Assistance used the Facebook events feature. This allowed a larger number of people to engage with the library's platform as they looked up events taking place at library branches that week.

9. New Business

9.1 Update on Washrooms at Lindsay Branch – J. Anderson – Verbal Report

J. Anderson reported that washrooms at Lindsay branch reopened on March 9 with no announcement or fanfare. A security guard is onsite during all open hours and are in charge of unlocking and monitoring usage.

There is one public washroom open and the guard notes when a washroom is being used and what time the user left.

In the first 3 weeks of March there were 275 washroom uses, averaging about 18-20 uses a day. Typically, the guard issues three to four 10-minute warnings a week. There have been just a small number of instances where the washroom was closed due to cleanliness.

M. Junkin noted that a piece of suspected drug paraphernalia was found in the washroom today – the first suspected instance of drug use since the washrooms reopened. There were no related issues.

9.2 2026 Municipal Election Calendar and Process – J. Anderson – Verbal Report

J. Anderson reported that the nomination period started May 1 and runs until August 21. After that, Council goes lame duck and cannot vote on financial matters.

October 16-26 is the voting period with results announced at 8pm on October 26.

J. Anderson noted that typically about a week before the election, the City will put a call out for applications for all Boards and Committees. The application period is usually about 2 weeks.

Each library branch will have a copy of that ward's voter roll, with Lindsay branch having a copy of the voters roll for all wards.

During the election, ten branches that are fully accessible will have iPad voting kiosks, with all branches offering computer voting through their public computers.

Coun. D. Joyce noted that there was a gap in library hours with the close of voting on October 26. J. Anderson noted that he had already advised the City that the library could extend open hours if funding was provided for increased staffing.

9.3 2027 Budget Roadmap - J. Anderson – Verbal Report

J. Anderson reported that, because of the election, the timeline of the budget process will be slightly delayed.

In late June/early July the library will receive the estimates for wages budget. This makes up 75% of the library's overall budget. With the new Supervisor position and market adjustments, J. Anderson expects the wages budget to rise a noticeable amount in 2027.

In addition, the library will also get a letter from the City outlining the parameters of where to try to keep our budget request – typically 3% or inflationary

J. Anderson will produce a draft budget for Board review and approval at the August meeting. Once this has been approved, he will submit it to the City for inclusion in the 2027 budget book. At this point it will sit until the new council is in place. Most likely the capital budget will be reviewed in January 2027 and operating budget going under review in February 2027, with final approval by the end of February or early March.

J. Anderson stated that he was unsure if the current council will have anything to do with the 2027 budget and also cautioned that a new Mayor will also have Strong Mayor powers and may want to make changes to the budget process.

9.4 Update on 2026 Workplan - J. Anderson – Written Report - LIBR2026-03

J. Anderson noted that he has had an initial review of the MOU with City.

He is in early stages of establishing processes for board succession.

The library team is working on expanding programming all life stages, J. Anderson noted the Connecting Seniors workshops that took place in February and March as an example of new programming events.

J. Anderson noted that the library is working closer with the city, citing the library's integration into the CKL 25th anniversary events and the collaborative presentation for the Bobcaygeon 150th with CKL Archives and Heritage Development.

J. Anderson was happy to report that the task of making washrooms available has been completed.

J. Anderson will provide another update in September.

9.5 OLS Board Assembly update – S. Norman – Verbal Report (notes attached)

S. Norman indicated that her notes from the recent assembly were distributed in the packages. S. Norman indicated that she has been elected to the OLS Board.

Topics discussed at the last meeting including the rise in violent incidents in libraries, with library staff encountering more blow back from members of the public. Other library systems are also experiencing issues with inappropriate use of public washrooms, with no apparent solution.

M. Junkin noted that she is working to update the library's Standard Operating Procedures on dealing with Patron's Unacceptable Behaviours. The library will line up instructions for library staff with the processes listed in the City's draft Customer Conduct Management Directive. J. Anderson added that the library is looking into acquiring security cameras for the entrances of the Lindsay branch.

10. Policy Review

10.1 Friends of the Library Policy – J. Anderson – Written Report - LIBR2026-04

RESOLVED THAT That the Kawartha Lakes Public Library Board re-adopts the *Library Friends Policy* as presented.

Moved: V. Doucet-Roche
Seconded: S. Norman

**CARRIED
LIBR2026-06**

11. Closed Session

None

12. Business Arising From Closed Session

None

13. Adjournment

RESOLVED THAT the Library Board adjourn at 7:32p.m.

Moved: Z. Miller

14. **Next Meeting**

The next scheduled meeting of the City of Kawartha Lakes Public Library Board is to be held on August 6 at 6:00 p.m. in the Meeting Room of the Lindsay Branch (190 Kent St W) and via web-conferencing.

Attachments

Consent Agenda

- A. Draft Minutes of the Library Board Meeting – March 5, 2026
- B. Friends of the Lindsay Library – Executive Meeting Minutes – March 10, 2026
- C. Friends of the Lindsay Library – Executive Meeting Minutes – April 14, 2026
- D. Friends of the Lindsay Library – Spring 2026 Newsletter

- E. Financial Statement – April 2026
- F. CEO Report – February 2026
- G. Performance Indicators and Q1 Comparators – April 2026
- H. Draft 2026 CEO Work Plan - LIBR2026-03
- I. OLS Board Assembly update
- J. Library Board Trustee Description Policy – LIBR2026-04
- K. Library in the Media
 - a. Lindsay Advocate – What is Happening at the Library – March 2026
 - b. Lindsay Advocate – What is Happening at the Library – April 2026
 - c. Lindsay Advocate – What is Happening at the Library – May 2026
 - d. Lindsay Advocate – Tree removal all part of Queen's Square redevelopment – April 24, 2026
 - e. Lakelands Public Health encourages social connections during mental health week – April 24, 2026
- L. Indigenous Reconciliation Strategy presentation
 - a. Presentation Slides
 - b. Project overview
 - c. United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP), and Truth and Reconciliation Commission (TRC) Calls to Action