

**INNISFIL PUBLIC LIBRARY BOARD
MEETING AGENDA - REVISED
Monday, March 9, 2026 – 6:30 p.m.
Lakeshore Boardroom**

1. Call to Order, Welcome & Land Acknowledgement
2. Approval of Agenda (copy & motion)

[Motion #2026. – THAT the agenda of the March 9, 2026 meeting be approved as presented and amended.]

3. Declaration of Pecuniary Interest
None at time of agenda creation
4. Delegations to the Board
 - a) Angela Wanigasekera and Jennifer Lloyd – Human Services Navigation Project Update

Consent Agenda

5. Approval of Previous Minutes (copy)
6. Correspondence (copy)
7. Reports for Information
 - a) CEO Reports (Jan & Feb) (copy & information sharing)
 - b) Municipal Council Reports (Jan & Feb) (copy & information sharing)
 - c) Library Board Report (information sharing)
 - d) Board Committee Reports (information sharing)
 - Truth & Reconciliation Committee (See item 8a)
 - e) Health & Safety Update (Jan & Feb) (copy)
 - f) Library Associations Report (information sharing)
 - [CULC releases national study on the social impact of urban public libraries - news](#)



Consent Recommendation

[Motion #2026. – THAT the consent agenda items 5a.01.01 to 7f.01.01, and the recommendations contained therein be approved as presented.]

Agenda

8. Staff & Committee Reports
- a) LIB-02-2026 Truth & Reconciliation Committee Annual Update
(copy & motion)

[Motion #2026. – THAT the Committee Report LIB-02-2026 Truth & Reconciliation Committee Annual Update be received for information and the recommendations contained therein be approved.]

- b) LIB-03-2026 Stroud Facility Status Update & Next Steps
(copy & motion)

[Motion #2026. – THAT the Staff Report LIB-03-2026 Stroud Facility Status Update & Next Steps be received for information and the recommendations contained therein be approved.]

9. Business Arising
- a) Revised 2026 Operating and Capital Budgets

[Motion #2026. THAT the Library Board accepts the revised 2026 Operating Budget that was amended and approved by Council on January 14, 2026, per Council Resolution #2026.01.14-CR-02, in the amount of \$4,685,945, which now includes the addition of \$53,700 for youth programming;

and FURTHER THAT the Library Board accepts the revised 2026 Capital budget that was amended and approved by Council on January 14, 2026, per Council Resolution #2026.01.14-CR-02, in the amount of \$298,750, which now includes the addition of \$60,000 for the Our Stories Innisfil – Digital Archive Infrastructure and Hosting Model Update.]

10. Policies
- a) **BOARD** – Advocacy Policy #B-2026-05
- b) **BOARD** – Delegation of Authority to the CEO Policy #B-2026-06



- c) **EMPLOYMENT** – Scent-Free Policy #E-2026-07
- d) **OPERATING & TECHNOLOGY** - Donations, Sponsorship & Fundraising Policy #2026-08

(copy & motion)

Recommendation

[Motion #2026. – THAT the BOARD – Advocacy Policy #B-2026-05; the BOARD – Delegation of Authority to the CEO Policy #B-2026-06; the EMPLOYMENT – Scent-Free Policy #E-2026-07; and the OPERATING & TECHNOLOGY - Donations, Sponsorship & Fundraising Policy #2026-08 be approved as presented.]

- 11. Strategic Issues
None at time of agenda creation
- 12. New Business
None at time of agenda creation
- 13. Comments and Announcements
 - a) Calendar of Events (link)
<https://innisfil.bibliocommons.com/events/search/index>
<https://calendar.innisfil.ca/default/Month>
- 14. In Camera
No in camera at time of agenda creation
- 15. Adjournment

[Motion #2026. – THAT the meeting be adjourned]



CORRESPONDENCE LIST for March 9, 2026

6a.01.01	<p>CBC.ca, January 24, 2026, article entitled <i>Are Librarians the Key For Teaching AI Literacy?</i>, written by Jessica Wong</p> <p>https://www.cbc.ca/news/canada/librarians-teach-ai-9.7055661</p>	link
6a.02.01	<p>St. Albert Gazette, December 11, 2025, article entitled <i>St. Albert Public Library Explores Black History Series</i>, written by Anna Borowiecki</p> <p>St. Albert Public Library explores Black history series - St. Albert News</p>	link
6a.03.01	<p>CBC.ca, February, 2, 2026, article entitled <i>CBC/Radio-Canada and Public Libraries Teaming up to Bring the Olympic and Paralympic Games to Communities Across Canada</i></p> <p>CBC/Radio-Canada and public libraries teaming up to bring the Olympic and Paralympic Games to communities across Canada CBC Media Centre</p>	link
6a.04.01	<p>CBC.ca, January 27, 2026, article entitled <i>Hamilton Library Asks For 5.25% Budget Increase as it Faces 'Social Crises' at Downtown Branches</i>, written by Samantha Beattie</p> <p>Hamilton library asks for 5.25% budget increase as it faces 'social crises' at downtown branches CBC News</p>	link

**INNISFIL PUBLIC LIBRARY BOARD
MEETING MINUTES
Monday, January 19, 2026 – 6:30 p.m.
Via Zoom**

In Attendance: Anne Smith, Rob Nicol, Councillor Jennifer Richardson, Councillor Robert Saunders, Sue Bennett, Rhonda Flanagan, Cynthia Gordon, Raj Grover

Staff in Attendance: Erin Scuccimarri, Jennifer Miyasaki

Guests: Rachel Szepesi, County of Simcoe

Regrets: Barb Baguley

1. CALL TO ORDER, WELCOME AND LAND ACKNOWLEDGEMENT

- The meeting was called to order at 6:26 p.m.
- The Board Chair delivered the Land Acknowledgement Statement.

2. APPROVAL OF AGENDA

Motion #2026.01

Moved by: Rhonda Flanagan
Seconded by: Rob Saunders

THAT the agenda of the January 19, 2026 meeting be approved as presented.

CARRIED.

3. DISCLOSURES OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest.

4. DELEGATIONS TO THE BOARD

- a) Workplace Inclusion Charter – Rachel Szepesi, County of Simcoe
- Rachel Szepesi shared a slide presentation, which outlined the Charter
 - The presentation was followed by a Q&A.

<https://immigration.simcoe.ca/workplace-inclusion-charter/>

(Moved to Agenda items 8, 9 and 10 to accommodate Councillors Richardson and Saunders' schedule; Motion numbers will appear out of order in the minutes,)

CONSENT AGENDA

5. Approval of Previous Minutes

- No additions or changes

6. Correspondence

- No comments or additions

7. Reports for Information

- CEO Report
 - December report is included in package
 - The CEO provided highlights on events and programs during December
- Municipal Council Report
 - Councillors Richardson and Saunders attended the Rural Ontario Municipal Association (ROMA) Conference
- Library Board Report
 - Roundtable of good news stories and events attended were shared
- Board Committee Reports
 - Truth and Reconciliation Committee
 - Chair Smith provided an update
- Health & Safety Update
 - No December meeting held
- Library Associations Report
 - OLA is happening at the end of January; our staff are presenting at the conference

Motion #2026.05

Moved by: Rob Nicol
Seconded by: Sue Bennett

THAT the consent agenda items 5a.01.01 to 7f.01.01, and the recommendations contained therein be approved as presented.

CARRIED.

AGENDA

8. STAFF AND COMMITTEE REPORTS

- a) LIB-01-2026 Statutory Holidays 2026 and New Year's Day 2027

Motion #2026.02

Moved by: Cynthia Gordon

Seconded by: Raj Grover

THAT the Staff Report LIB-01-2026 Statutory Holidays 2026 and New Year's Day 2027 be received for information and the recommendations contained therein be approved.

CARRIED.

- b) Multi-Year Accessibility Plan Progress Report

Motion #2026.03

Moved by: Rob Nicol

Seconded by: Jennifer Richardson

THAT the Multi-Year Accessibility Plan Progress Report 2025 be received.

CARRIED.

9. BUSINESS ARISING

No business arising

10. POLICY

- a) **EMPLOYMENT – Leave of Absence Policy #E-2026-01**
- b) **EMPLOYMENT - Library Non-Union Salary Administration Policy #E-2026-02**
- c) **EMPLOYMENT – Paid Holidays Policy #E-2026-03**
- d) **EMPLOYMENT – Vacation Policy #E-2026-04**

Motion #2026.04

Moved by: Rob Saunders

Seconded by: Sue Bennett

THAT the EMPLOYMENT – Leave of Absence Policy #E-2026-01; the EMPLOYMENT - Library Non-Union Salary Administration Policy #E-2026-02; the EMPLOYMENT – Paid Holidays Policy #E-2026-03; and the EMPLOYMENT – Vacation Policy #E-2026-04 be approved as presented.

CARRIED.

(At this time, the Board Chair moved back to the Consent agenda, then completed the remaining agenda items below.)

11. STRATEGIC ISSUES

There were no Strategic Issues to discuss this month.

12. NEW BUSINESS

No new business

13. COMMENTS AND ANNOUNCEMENTS

a) Calendar of Events

- Links for Library and Community events were shared in the agenda.

14. IN CAMERA

No in camera

15. ADJOURNMENT

Motion #2026.06

Moved by: Rob Nicol

THAT the meeting be adjourned at 7:29 p.m.

CARRIED.

DATE OF THE NEXT MEETING

The next Library Board meeting will be held on
Tuesday February 17, 2026 at 6:30 p.m.
Innisfil ideaLAB & Library – Lakeshore Branch – Boardroom

Anne Smith, Board Chair

Erin Scuccimarri, Secretary

JAN 2026 CEO REPORT





WHY IT MATTERS

Social Services in our Spaces

Social services play a critical role in libraries, particularly for people located farther from cities, where access to support can otherwise be limited by transportation, time, or awareness. By hosting services directly in the Library, we reduce barriers and meet community members where they already feel safe and welcome. Programs and partnerships, such as the Human Services Navigator, Ontario Works support, Agilec Employment Services, CONTACT Affordable Housing, the Family Law Clinic, YouthCall, Job Finding for Immigrants, My Sister's Place, and the Care Partner Support Group in partnership with the Alzheimer's Society, position the Library as a vital access point to essential assistance. These services address immediate needs related to housing, employment, legal guidance, income support, mental health, youth services, immigration, and caregiving, reinforcing the Library's role as a trusted community hub. In areas like Innisfil where few organizations have permanent location, the library becomes a lifeline; supporting equity, social inclusion, and overall community well-being beyond traditional library services.

The number of social service agencies working in the Library's spaces has grown steadily, matching the growing needs in our community. In January, a part-time Community Development Facilitator joined the Library Team, working to strengthen and better understand the Library's role in social and community service delivery in Innisfil. This project supports the Library to better understand, strengthen, and sustain social and community services delivered at or through the Library. Over the course of 2026, the project will build shared understanding, clarify roles and processes, and support practical actions that enhance coordination, awareness, and access to services.

ACCESSIBILITY SPOTLIGHT

Accessible Collections for All

Accessibility of materials continues to be a priority for the Library, ensuring that we have resources for community members with print disabilities. Our borrowing collection includes large print books, audiobooks (e.g. books on CD or Books + Audio), as well as online eBooks and eAudiobooks, for download. We have continued to grow the number of accessible formats available to Library customers. Traditional accessible formats such as books on CD are experiencing a steep decline in availability. By offering diverse accessible formats, the Library can continue to provide resources that meet the needs of our community and ensure that those with print disabilities have access to a fresh selection of titles.

Accessible formats are available at all branches and include:

- Large Print Books
- Audiobooks on CD
- Books + Audio: Books with a built-in audio player that read to you.
- Envoy Connect Players: Devices designed for use with audiobook files provided through the Centre for Equitable Library Access (CELA), which supports readers with a variety of print disabilities.
- Yoto Players and Cards: These cards allow you to play an audio recording of a book, on either a Yoto Player or your phone (via the Yoto app). They improve accessibility and inclusion by catering to different learning styles and needs, making content available to auditory learners and children with visual impairments.
- Decodable Books: These books are designed to help beginner readers practice and learn the sounds that letters and different combinations of letters make (phonics) and to help those with dyslexia develop reading skills with confidence.

The Library partners with the Centre for Equitable Library Access (CELA) to further increase our accessible collection and provide accessible materials to patrons with print disabilities and professionals who work with people with print disabilities. CELA is a national not-for-profit organization that provides accessible reading services to the approximately 5 million people across Canada with print disabilities. CELA hosts a collection of over 1.5 million titles in multiple accessible formats, including audio, braille, printbraille and text. It works with libraries to ensure that people with print disabilities across the country are more able to fully participate in learning, work and community life and contribute to the social, cultural, and economic development and success of their local and broader communities.

Staff Presentation at the Ontario Library Association (OLA) Super Conference: What's Next? How Libraries Can Support Their Patrons to Access CELA's Audiobooks

During the OLA Super Conference, Manager of Collections, Brooke Gardhouse, and Library Services Coordinator – Accessibility, Lucia De Faria-Rodrigues, presented with partners from CELA to discuss alternative physical formats for audiobooks, other than CDs. CELA transitioned away from audiobooks on CD to mostly digital audiobook delivery on July 31, 2025, in response to technological and funding changes. Since the future of accessible reading is expanding with a variety of technology options available for those who read in formats other than print, the session discussed different players available for reading CELA audiobooks and magazines and how libraries can support their patrons with print disabilities in discovering what works best for them. Our Library presented on how we've incorporated *Envoy Connect* players into the collection as an alternative audiobook option to serve customers with a print disability.





Open UP opportunities to strengthen connection & engagement with our community

FOSTERING CRITICAL THINKING AND CONNECTION

Art & Philosophy Discussion Group

This month we premiered a brand-new program centered on having thoughtful discussions about art and critical texts. In the first meeting, we charted a course for ourselves as a new regularly meeting group and chatted about our desired readings. Many of the participants noted how pleased they were to find a place to have enjoyably deep conversations, which they felt they had been lacking. Our first reading is the first chapter from John Berger’s *Ways of Seeing*; an essay on the power—both gained and lost—from the reproduction of artwork and other images.

CULTIVATING A NEW DIRECTION

Innisfil Seed Library

After 10 years, Bridget Indelicato, who founded the Innisfil Seed Library in 2015, has stepped down from her leadership role. She led the Seed Library for a decade, including eight years of the Seedy Saturday event. We are grateful for her dedication and leadership. We are pleased to share that a volunteer has stepped forward to continue the Innisfil Seed Library in 2026 however, the Seedy Saturday event will not take place this year.

CREATIVE CONNECTIONS

Art Around Town

The artwork of Enrique Bravo will intrigue visitors to Town Hall from January until June. Enrique, a fine artist and architect who has lived in Canada since 2018, first encountered the Library’s commitment to local artists through the *Innisfil AI* project when he was selected to create a piece of art based on a prompt from a member of the community. When Enrique was asked to further showcase his work at Town Hall, he used this initial *Innisfil AI* piece to inspire a small show he has called “Eggciting Times”. In his words:

“The egg is a symbol of renewal and rebirth. It’s geometrically so apparently simple, complex in its perfection as no other body or volume in nature. Fragile sometimes, strong in others, and always attractive, its figure when represented by human creativity transmits a message of futuristic modernity. The egg is in many artworks as the beginning and the future, with a playful glow that reflects the greatness of everything around it.”





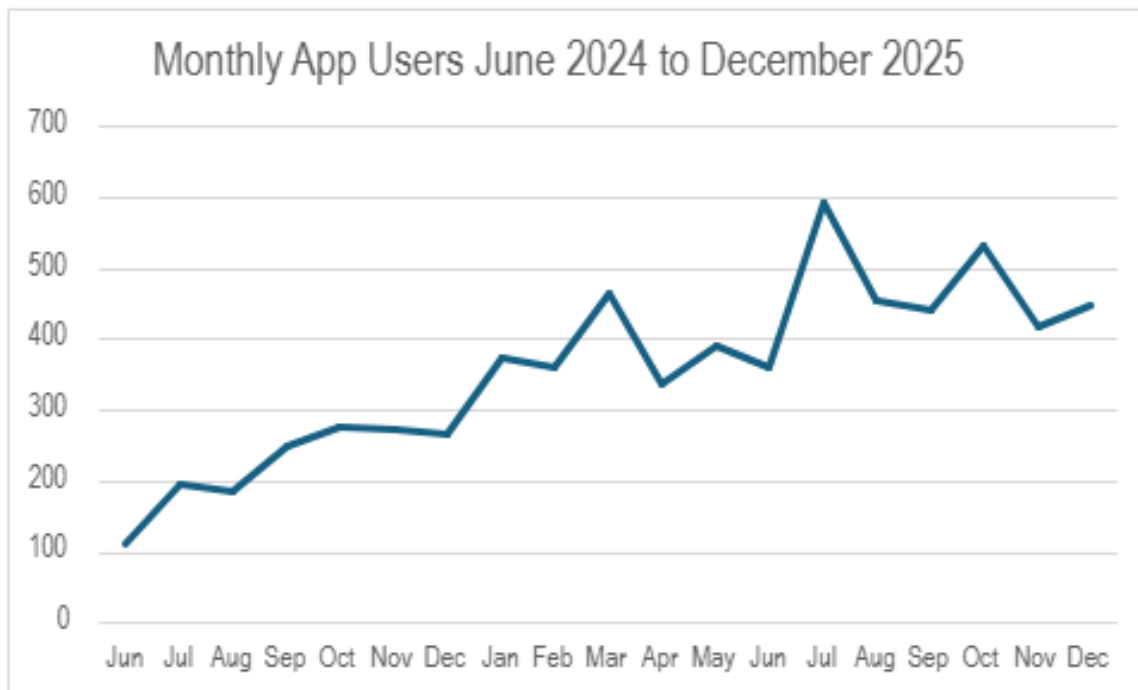
Build UP our reputation as a trusted community asset

USAGE AT A GLANCE

Usage Insights for our BiblioApplications

The Library's app launched in mid 2024. 2025 was the first full year of use. Since launch, we have seen a steady increase in monthly users. Usage peaked in July, coinciding with the beginning of the busy summer season. In 2024 monthly app users totaled 1,562, and in 2025 the total across both iOS and Android platforms was 5,187. The app continues to be an excellent option for customers to manage their accounts.

The app is part of the BiblioCommons suite of services and is integrated with the online catalogue and account system, as well as the program/events module. The app allows customers to access information about the Library's collections as well as programs. Users can check out Library materials using the camera on their phone to scan the barcode.



NOTE: The numbers presented represent unique monthly users of the Library's app, not total app downloads.



Raise UP the Library's identity as an innovative hub

WHERE IDEAS TAKE SHAPE

MakeIT Programming

January kicked off a new round of MakeIT programs in the HackLAB. These programs encourage participants to sign up for a sessional program, usually between six and eight weeks, where digital literacy and digital design skills are taught week by week. This session, Staff continue to see a high demand for MakeIT Kids (ages 7-9) and Seniors MakeIT (ages 55+). In order to take some pressure off the waitlists and allow more customers the opportunity to participate in these programs, Staff were able to increase the number of programs offered to these specific age groups, with an additional MakeIT Kids program being offered in Cookstown and two extra Seniors MakeIT programs offered in Stroud and Cookstown. Customers who attend these programs continue to report an increase in digital literacy skills and comfort with navigating HackLAB technologies and equipment.

PA DAY FUN

Winter Olympics Drop-in Program

Where do families go when the kids have a day off from school? The Library, of course! On January 30, we welcomed over 50 children to our drop-in Winter Olympic Warm Up activities presented by the HackLab and Children's teams. Kids enjoyed a scavenger hunt, made an Olympic torch craft, tried their skills at a snowball toss, and made bracelets together. They even made their own gold medal with the HackLab!



As one child was leaving, they said, "I Love PA days!" and a teen patron commented about how they like being able to connect with others at these events. At the end of a very cold month, the Library continues to be a place where families gather, connect, explore, and play.



Light UP pathways to personal & professional growth

CELEBRATING FAMILY LITERACY DAY

Literacy-based Programming from Birth to Graduation

The Library specializes in and promotes literacy in a way that no other organization can in our community. For children, we share how reading can be joyful, connected to many aspects of life and imagination, and separate from academics. This *Family Literacy Day* we celebrate the literacy-loving programs at the Library for every child 0-18 years old.



Recently we have refocused on literacy-based programming at all ages. For our youngest patrons, we have a full suite of early literacy programs for drop-in and registered participation. At the school age level, we offer *Early Readers Book Club* where children ages 4-6 enjoy read aloud stories connected to hands on, experiential learning. For children between 7-10 years of age, we facilitate a popular *Reading Buddies* program where children are paired with teen volunteers to practice reading and bond over fun activities together. The newest addition to the suite of literacy programming is our *Teen Book Chat*, where teens can gather and talk about the books they are interested in, share ideas, and find new connections in a safe space that feels mature without being irrelevant.

No matter how old you are or where your interests lie, the Library has a literacy program to grow with you in your reading journey all the way into adulthood.

UNDERSTANDING DEMENTIA

Alzheimer Society Workshop

On January 19, staff participated in a Dementia Friendly Community Training workshop, focused on building knowledge, confidence, and practical skills to better support patrons living with dementia and their caregivers. The session went over the different types of dementia, common signs and behaviours, and effective approaches for responding with empathy and respect. Through scenarios, staff explored how to navigate challenging situations, communicate clearly, and de-escalate interactions in a supportive manner. The workshop reinforced the importance of creating welcoming, inclusive library spaces where all community members feel safe, understood, and supported. This training is essential in strengthening staff preparedness, enhancing customer service, and ensuring the library continues to be an accessible and compassionate community hub for people of all abilities.



PROFESSIONAL GROWTH IN ACTION

OLA Super Conference

Twelve staff and 1 Board member attended the 2026 Ontario Library Association (OLA) Super Conference, where they participated in a wide range of professional learning sessions, engaged with vendors, and connected with potential future partners. The conference provided valuable opportunities for staff to learn from peers and mentors across the library sector, share best practices, and gain insight into emerging trends, innovations, and challenges facing libraries today. Attendance at events like the OLA Super Conference supports continuous professional development, strengthens staff expertise, and encourages the exchange of ideas that can be applied locally to enhance services, programs, and community impact.



Learning Highlights

Staff attended a wide range of learning sessions focused on leadership, inclusion, intellectual freedom, accessibility, innovation, and staff wellbeing. Discussions on censorship, neutrality, and global conflict reinforced libraries' role in upholding intellectual freedom, supporting diverse and marginalized perspectives, and moving beyond "neutrality" toward responsible multi-perspectivity.

Leadership-focused sessions explored pathways to management, highlighting the value of combining formal education with hands-on experience, mentorship, and cross-departmental opportunities. Several sessions addressed staff resilience and burnout, reframing resilience as a collective responsibility supported by clear policies, reflection, and organizational accountability rather than individual endurance alone.

7a.01.01 *CEO's Report for January 2026*

Accessibility and inclusion were central themes, with sessions on supporting neurodivergent children, dementia-inclusive programming, and accessible reading formats. Key takeaways included the importance of involving communities in service design, offering multiple formats without assumptions, and approaching reading support through a skills-based lens. Technology-focused sessions explored AI in libraries, digital literacy initiatives, and creative maker programming, highlighting both the opportunities and ethical considerations of emerging tools. Programming case studies demonstrated innovative approaches to community engagement, including intergenerational maker projects and creative collaborations.

Conference sessions for Board/CEO emphasized the evolving governance landscape for public libraries, including navigating Strong Mayor Powers, strengthening municipal relationships, and understanding emerging legal, regulatory, and risk-management considerations. Presenters highlighted the leadership role boards and CEOs play in guiding strategic planning, capital projects, intellectual freedom, reconciliation, and community advocacy. Collectively, these sessions reinforced the importance of proactive, relationship-driven governance and future-focused decision-making to ensure libraries remain resilient and relevant in rapidly changing environments.

Overall, the conference provided valuable opportunities for staff to learn from peers and mentors across the library sector, exchange best practices, and bring forward ideas that support responsive, inclusive, and sustainable library services.



APPENDIX A:

Level UP! Communications Insights

Media Outreach & Social Media Response

DATE PUBLISHED	NEWS OUTLET	TITLE
Jan. 6, 2026	CTV News	Tie the knot while supporting those in need
Jan. 7, 2026	101.3FM Milton	Get married on Valentine's Day and help feed locals in need
Jan. 7, 2026	Innisfil Today	'Share the Love' returns with weddings for a cause
Jan. 9, 2026	Innisfil Today	Five events you have to check out in South Simcoe this weekend
Jan. 16, 2026	Innisfil Today	Innisfil Rotarians, Lions bring some spice to annual chili cook-off
Jan. 20, 2026	Innisfil Today	If your CO detector is getting chirpy, it's time to get out of the house
Jan. 21, 2026	Barrie Today	Structural wall issue causes closure of Stroud arena, library and curling club
Jan. 22, 2026	101.3FM Milton	Ice pad at Stroud arena closes to fix wall
Jan. 23, 2026	Innisfil Today	Innisfil brings back Winter Weekends with free events all February
Jan. 26, 2026	101.3FM Milton	Winter Weekends return to Innisfil in February

Jan. 27, 2026	Innisfil Today	<u>'Enriching celebration': Radiant Roots expo returns to Innisfil for 3rd year</u>
Jan. 28, 2026	Innisfil Today	<u>'Signs of concern': Portion of Stroud arena to remain closed well into February</u>
Jan. 29, 2026	CTV News	<u>Popular arena to remain closed until next month after interior issue</u>
Jan. 30, 2026	Innisfil Today	<u>Five events you have to check out in South Simcoe this weekend</u>

Facebook Insights (January 1 to 31, 2026)

FOLLOWERS	# OF POSTS	TOTAL ENGAGEMENT	TOTAL IMPRESSIONS
4,271 Followers	27 during this period	1,076 engagements.	Posts earned 37.2K impressions over this period (number of times our posts have entered a person's screen)
3,515 Page Likes		223 reactions.	

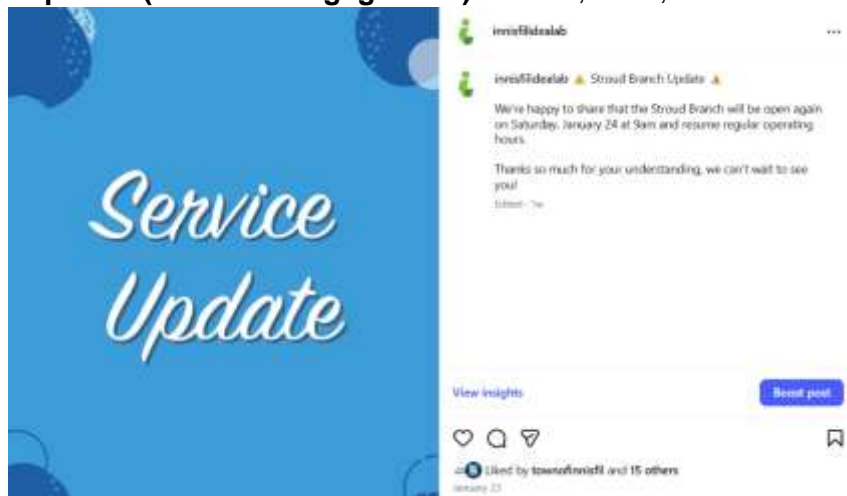
Top Organic Post (based on reach):
Jan. 31, 2026 1.8K Reach, 2.4K Views



Instagram Insights (January 1 to 31, 2026)

FOLLOWERS	# OF POSTS	TOTAL LIKES & REACH	TOTAL COMMENTS
3,171	27 during this period	4,913 accounts reached. 440 likes.	9 comments in total on content posted during this period

Top Post (based on engagement): Jan 23, 2026, 2.3K Reach



Top Reel (based on engagement): Jan. 20, 2026, 2.9K Reach



FEB 2026 CEO REPORT



Speak UP for diversity & inclusion

A CELEBRATION OF CULTURE & COMMUNITY

Radiant Roots: Black Cultural Expo

The third annual *Radiant Roots: Black Cultural Expo*, presented in partnership with Making Change, was a vibrant and well-attended celebration of Black culture, creativity, and community. The event continued to build on its growing reputation as an important and joyful gathering space that honours Black excellence and cultural expression in Innisfil.

The atmosphere throughout the day was energetic and filled with music by DJ Maxx. Highlights included the Pan-African fashion show, cultural vendors, and a variety of delicious cultural foods that were enjoyed by attendees.



Interactive elements added to the family-friendly appeal, including Black History Month themed face painting and nail art, which were especially popular with children and teens, and live painting by artist Angela Francis, whose work is also on display at the Lakeshore branch.

Radiant Roots continues to be a meaningful community partnership, building strong engagement, and continued growth, reinforcing the Library's role as a hub for inclusive cultural celebration.



Drop-in Storytime with Local Author Roxann Whittingham



As part of *Radiant Roots*, local author Roxann Whittingham led our youngest readers through storytime with the help of Miss Sam, reading her book *Ajoke's Journey to Belonging*. Children and parents were invited to sing and dance along and stayed for a fingerpainting craft after storytime.



An enthusiastic audience for storytime!

Collage Workshop with Artist Sheresha McIntyre

Local artist Sheresha McIntyre led a collage workshop in the Children's Area. All ages were invited to sit and rip through pages of magazine and build creative works of art. Sheresha was able to help the littlest collage makers piece together stories using scraps of coloured paper, images and text. With over 10 years in the creative arts industry, Sheresha is currently instructing collage workshops in Simcoe County and working with organizations such as UPlift Black Centre for Social Justice and Inclusion, Making Change SC, and MacLaren Art Centre.





Open UP opportunities to strengthen connection & engagement with our community

WINTER FUN DAY

Innisfil Winter Weekends

Winter Fun Day, part of the Town of Innisfil's *Winter Weekends* series, returned for its fourth year and demonstrated more than ever the strength of the Library's role as a community gathering place. Extreme weather conditions drove many residents indoors in search of warmth and winter fun.

More than 900 visitors came into the Lakeshore branch throughout the day. With a variety of activities for the whole family, including live music, drop-in storytime, green screen photo station, laser cut snowflake crafts and sublimation keychain making. Additionally, there were Olympic-themed colouring pages and crafts, along with televised Winter Olympic games in both the main space and ThinkLAB.



Face painting, balloon animal creations, and roving performers entertained children and families, while other visitors browsed a variety of vendors, many of whom were invited indoors due to the freezing temperatures outdoors. Local media coverage highlighted that the *“Library was a haven for those looking to escape the cold during Saturday’s event.”*



TEEN-TASTIC NEWS

Teen Night Returns

Much to the delight of many of Innisfil's youth, *Teen Night* programming returned in February. Town staff, the YMCA and the Library all hosted their first Teen Nights of 2026 in the first week of February. The first three Lakeshore Branch Teen Nights in February saw 62, 31 and 48 teens respectively, many of them familiar faces from Teen Nights in 2025. Most participants actively engaged in drop-in activities including origami, bracelet making, and karaoke. YouthCALL staff continue to attend on Friday evenings, consistently seeing high engagement in their activities and with their staff.

CONNECTING OVER COFFEE

Breakfast with Council

Library staff attended Breakfast with Council at the Innisfil Recreation Centre. Attendees could enter a draw to win a prize packed with items made in the HackLAB by showing their Library card. This was a great opportunity to share information about the Library's mobile app as well as upcoming programming and events. There were 21 Library card renewals, and one new card created at the event.

WALKING TOGETHER FOR CFS

Coldest Night of the Year Fundraiser

Our partners at CFS Counselling + Wellbeing hosted their first fundraiser in Innisfil, a 5km walk, on February 28 for the Coldest Night of the Year. CFS runs several programs in our Library, including Human Navigation services, YouthCALL, and Newcomer programs. The funds raised in Innisfil will stay in Innisfil, to sustain many of the vital programs the community needs. A team of Library Board Members and Staff joined the walk, and Board Vice Chair, Rob Nicol, delivered remarks on behalf of the library to kick off the event.



Board Vice Chair, Rob Nicol, delivers remarks.


Build UP our reputation as a trusted community asset

SPREADING LIBRARY LOVE

Love Your Library Campaign

The Library's annual Love Your Library campaign invited community members to share what the library means to them by writing messages on paper hearts displayed across all three branches. Participants expressed appreciation for a wide range of services, including welcoming and supportive staff, children's programming, Tinkershops, digital resources, and the library's role as a safe and inclusive community space. The campaign serves as an important opportunity to amplify community voices while demonstrating the meaningful impact library services have on residents of all ages. These public displays not only celebrate community connection and engagement but also reinforce the library's value as a trusted place for learning, creativity, and belonging, providing powerful, firsthand feedback that highlights how library spaces and services continue to support and enrich the community.



 Window of hearts showcasing messages of love for the library at our Lakeshore Branch.

GO TEAM CANADA

Olympics Watch Parties

Throughout February, the Library was pleased to offer live broadcasts of the **Milano Cortina 2026 Winter Olympics** at the Lakeshore Branch through CBC Gem. Community members of all ages gathered in both the open space and a quieter viewing area to watch and cheer on Canadian athletes as they competed. A particularly memorable moment included broadcasting the men's hockey game on the big screen while participants in *Song Circle* performed *The Hockey Song*, creating a lively and celebratory atmosphere as attendees watched Team Canada secure a win against Finland. Providing access to these broadcasts fostered a strong sense of community and camaraderie, bringing residents together through shared national pride and collective celebration. The Library will continue to support community connection by broadcasting the **Milano Cortina 2026 Paralympic Winter Games** at the Lakeshore Branch from March 6-15.



*Celebrating Team Canada's
hockey victory over Finland.*



Raise UP the Library's identity as an innovative hub

MAKERSPACES IN PUBLIC LIBRARIES

Library Voices: Makerspaces, Ontario Library Service Presentation

The Library's Manager, Creative Making & Discovery, Melissa Harris, and Creative Technologies Specialist, Justin Love, were invited by the Ontario Library Service (OLS) to present on makerspaces in public libraries. The goal of this webinar was to highlight the HackLAB spaces at the Library, and to facilitate conversations around implementing new technologies, gaining customer and staff buy-in, and successfully launching programming in a makerspace. The session was well attended, with over 50 participants from libraries across Ontario, and created a valuable opportunity for staff to form new professional connections with a range of other libraries. As part of the webinar, Library Staff were able to facilitate a breakout room where smaller group conversations were encouraged. Staff from other libraries shared that these types of webinars empower libraries of all sizes to innovate and offer new resources to their communities.



LET'S TALK TECH

Tech Talk Program

Tech Talk is a weekly drop-in program designed to help adults and seniors build confidence with everyday technology. Each week focuses on a single, practical question such as "What is the Cloud?" or "How do I create a strong, secure password?" so participants can learn in manageable, meaningful steps. The format of the program encourages curiosity and conversation, allowing attendees to explore topics at their own pace with guidance from Library Staff. As the program continues, it has steadily gained new participants who appreciate the relaxed, judgment-free environment where they are able to ask questions and get hands-on with some of the technology available at the library. Attendees have shared positive feedback, noting that *Tech Talk* makes technology feel less intimidating and more accessible and the program is helping them build confidence in the digital world.



Light UP pathways to personal & professional growth

SUPPORTING LIFELONG LEARNING

Adult Programming in 2026

In 2026, several new adult programs have launched, while some returning programs have been reassessed. The new suite of programs includes an *Art & Philosophy Discussion Group*, recurring *Adult Socials*, and a wide-ranging approach to external partner programs. Collectively, there are new opportunities for civic engagement, public service, and creative exploration for library patrons.

Art & Philosophy Discussion Group

In this group, we review different artists and texts spanning the past 100 years of visual culture. We take time to review critical writings or use documentaries to peek into the work and life of a chosen artist. The group is deeply engaged in discussion of how culture and art inform each other-or if they even do at all! Aside from the stated desire to examine and appreciate art, the understated purpose of the group is to broaden the media literacy of the attendees, by giving time for deep reading of complex works. The participants in the group represent a variety of walks of life, and create more opportunities for connection, conversation and dialogue with different community members with different ways of thinking.

Adult Socials at Lakeshore and Cookstown

At both our Cookstown and Lakeshore branches we have been offering *Adult Socials* with various topics. Generally, an *Adult Social* can take many forms, ranging from board games, painting activities, small crafts, or information sessions. In the new year, specific topics have included: All About Monotypes, How to Test Your Water, Game Night - Mind the Gap, and Affirmation Magnets. Generally, the sessions represent a worthwhile mix of fun, public service, and provide a social creative outlet. Attendance has been high between these programs, making it possible for attendees to make good social connections.



Crochet Club

Weekly *Crochet Club* is a new program led by Library staff. Welcoming both new learners and seasoned crafters, *Crochet Club* provides an opportunity to share knowledge and learn the craft of crocheting. To support new learners, one topic spans two sessions, giving attendees two weeks to learn and familiarize themselves with a new project. In the case of the crocheted hat project, attendees were able to get through the pattern in the two weeks with wearable hats and lots of smiles. Attendees continually express how much fun they have been having, and how it's a great reason to get out of the house, especially during the winter.



Sharing tips in crochet club. The club meets in the Program Room at the Lakeshore branch.

SCHOOL OUTREACH HIGHLIGHTS

YMCA After School Care Outreach Visits

We have seen an increase in requests for Library visits to YMCA After School Care programs that operate out of our local schools. While some centres, like the YMCA at St Francis of Assisi Catholic School, request a storytime visit that is similar to what we offer to Child Care Centres based on our preschool programming and *Every Child Ready to Read* guidelines, others are looking for more activities that can be found in our school-age programming focused on STEAM (Science, Technology, Engineering, Art, and Math), Coding, and Robots. Over the winter, the Library has been able to visit After School Care Centres at Innisfil Central Public School, Killarney Beach Public School, Alcona Glen Public School, and Holy Cross Catholic School to share Library resources and connect with children who may not otherwise get to connect with the Library in these 30 to 60 minute visits.

Goodfellow Public School Math Night

We attended Goodfellow Public School's *Math Night*, where families were invited to explore a variety of stations featuring math games and activities. Our table featured beginner coding with *Ozobots*, which attracted many attendees to stop by. Staff shared information about after school and March Break programs. We saw many familiar faces from Library programs and class visits, with a few students saying that our station was the most fun, and shared activities from class visits with their families.

BLACK HISTORY MONTH WITH JACQUELINE DIXON

Staff Development

At our all-staff meeting, we welcomed Jacqueline Dixon, a professional speaker passionate about educating, inspiring, and empowering people on the topics of Black History and Diversity and Inclusion. Jacqueline delivered an engaging session on Canadian Black History that explored the impact of microaggressions and provided practical strategies to foster inclusion, challenge systemic barriers, and strengthen allyship. The session also offered relevant examples of how these approaches can be meaningfully applied within library spaces.



APPENDIX A: Level UP! Communications Insights

Media Outreach & Social Media Response

DATE PUBLISHED	NEWS OUTLET	TITLE
Feb. 2, 2026	Innisfil Today	OLG serves up \$7M in casino revenue at Innisfil's Breakfast with Council
Feb. 3, 2026	Rock 95	Snow Much To Do: Your Guide To Winter In Simcoe County
Feb. 4, 2026	Barrie Today	Stroud arena's ice pad, banquet hall to stay closed for rest of skating season
Feb. 5, 2026	Innisfil Today	'Affordable' Winter Fun Day returning with pop-up shows, music and vendors
Feb. 5, 2026	CTV News	Innisfil's Stroud Arena to remain closed for remainder of ice season
Feb. 6, 2026	Innisfil Today	'Get your groove on' at Cookstown Community Dance tomorrow night
Feb. 6, 2026	Innisfil Today	Seven events you have to check out in South Simcoe this weekend
Feb. 7, 2026	Innisfil Today	Winter Fun Day gets warm reception in Innisfil (16 photos)
Feb. 9, 2026	Barrie Today	'Tough winter': Burst pipe closes Stroud library branch, curling club
Feb. 9, 2026	CTV News	Frozen pipe closes aging Stroud rec centre
Feb. 9, 2026	Barrie 360	Temporary closure of Innisfil ideaLAB & library's Stroud branch and Stroud Curling Club

Feb. 10, 2026	Barrie Today	Stroud arena needs more than \$1M in 'emergency repairs': report
Feb. 10, 2026	Simcoe.com	Stroud arena faces further setbacks after burst pipe closes library and curling club
Feb. 10, 2026	101.3FM Milton	Stroud library branch and curling club close after pipe bursts
Feb. 13, 2026	CTV News	Council approves immediate repair work to beloved community building
Feb. 17, 2026	Innisfil Today	'Swift' response to flooding means Stroud library branch will reopen tomorrow
Feb. 17, 2026	CTV News	Stroud library branch to reopen
Feb. 18, 2026	Barrie Today	Coldest Night of the Year Innisfil to support CFS Counselling + Wellbeing
Feb. 18, 2026	Innisfil Today	Innisfil's 'Share the Love' event raises \$4,200 for Troy Scott Community Fridges
Feb. 19, 2026	101.3FM Milton	Stroud library branch reopens after flooding
Feb. 23, 2026	Innisfil Today	'Celebrating our diversity': Radiant Roots brings Afro-Caribbean fashion, arts to Innisfil
Feb. 25, 2026	Barrie Today	Radiant Roots brings Afro-Caribbean fashion, arts to Innisfil
Feb. 26, 2026	101.3FM Milton	Radiant Roots Black Cultural Expo returns to Innisfil library branch this weekend
Feb. 27, 2026	Innisfil Today	Five events you have to check out in South Simcoe this weekend

Facebook Insights (February 1 to 28, 2026)

FOLLOWERS	# OF POSTS	TOTAL ENGAGEMENT	TOTAL IMPRESSIONS
4,294 Followers 3,533 Page Likes	31 during this period	2,649 engagements. 439 reactions.	Posts earned 82K impressions over this period (number of times our posts have entered a person's screen)

Top Organic Post (based on reach):

February 24, 2026. 8.1K Reach, 11.7K Views

Innisfil Idealab & Library
Published by Later · February 24 at 3:00 PM · 🌐

We're hiring a Digital Literacy Programmer!

Our Creative Making & Discovery team is looking for an enthusiastic, tech-savvy educator to lead programs in our HackLAB and MediaLAB spaces. If you love teaching others about technology and guiding participants through hands-on creative design projects, this could be the perfect fit.

Help spark curiosity, build digital skills, and inspire creativity in our community.

Apply today and be part of a team where innovation and imagination come to life:
innisfilidealab.ca/employment-volunteering/



Instagram Insights (February 1 to 28, 2026)

FOLLOWERS	# OF POSTS	TOTAL LIKES & REACH	TOTAL COMMENTS
3,189	31 during this period	5.7 accounts reached. 537 likes.	8 comments in total on content posted during this period

Top Post (based on engagement): Feb. 6, 2026, 1.6K Reach

innisfilidealab

innisfilidealab We're hiring a part-time Digital Literacy Programmer!

Join our Creative Making & Discovery team, where you'll help bring programs to life in our HackLAB and MediaLAB spaces. If you love teaching others about technology and guiding people through hands-on, creative design projects, this role is for you.

You'll work with curious learners of all ages, support digital skills development, and inspire creativity through making, media, and tech.

- ✨ Passion for technology
- ✨ Confidence leading programs
- ✨ Enjoys helping others learn and create

🌟 Apply at the link in bio and help our community build skills, confidence, and creativity through digital literacy.

Top Reel (based on engagement): Feb. 25, 2026, 3.7K Reach

innisfilidealab
Royal Symphony Orchestra • Chariots Of Fire

innisfilidealab We're ready to cheer on #TeamCanada during this year's Winter Olympic Games! Join us at our Lakeshore Branch for CBC's live #Olympic broadcasts, starting today at 2pm with the Opening Ceremony 🎆

3w

nicolina.amato 🍀🍀
3w 1 like Reply

smdesousa_ Mind you, it was likely -30 this today 🤦🤦
3w 1 like Reply

— View replies (1)

This reel has 4 comments from Facebook.

Municipal Council Report

January 14, 2026 Council Meeting

- [Watch the meeting.](#)
- Certificate of Appreciation presented to the Ahmadiyya Muslim Youth Association for their service to the community this winter. These volunteers have been clearing driveways for seniors and residents with disabilities.
- South Simcoe Police's updated cost-sharing ratio was presented, with BWG covering 46.86% and Innisfil covering 53.14% of the police's operating budget. This annual calculation is based on households, current value assessment, and population.
- Council adopted the revised 2026 budget with a 4.2% blended tax increase. The Tax Rate Stabilization Reserve was used to reduce the impact from the 5.5% originally forecast. The updated budget included provisions for sustaining teen programming, including teen nights, that was previously funded by the Government of Canada Building Safer Communities Fund.
- The Economic Development Annual Activity Report provided an overview of activities for 2025. This includes a new Innisfil Heights Investment Guide, support for major employers and investment leads like DSV and Northern Transformer, local business spotlights, workshops and events, and grant success.

January 21, 2026 Statutory Public Meeting

- A public meeting was held for comment on the draft New Official Plan.
- [DSR-006-26 Joint County of Simcoe and Town of Innisfil Public Meeting for Draft New Official Plan - Pdf](#)
- [2026.01.21 Dillon SGL Town Presentation - Innisfil Official Plan Review PM \(ID 932565\)](#)

January 28, 2026 Council Meeting

- [Watch the meeting.](#)
- Innisfil resident Titi Akinsanmi was recognized for receiving Women in Tech's Global Leadership Award.
- Council accepted the Council Compensation Review Committee's recommendations for the 2026-2030 term. This volunteer committee of residents helped ensure elected officials are compensated fairly while remaining accountable to taxpayers. The new compensation rates will take effect on November 15, 2026.
- UPlift Black received a \$1,000 grant to support Sole Sessions, a March Break program at the Library.
- Council approved the purchase of cancer prevention equipment and supplies for Innisfil Fire & Rescue Services.

Municipal Council Report

News from the Community

- [WHAT'S COMING IN 2026: New year to bring new council as election looms in Innisfil - Innisfil News](#)
- ['Things will change': Design nearing completion on Orbit GO station - Barrie News](#)
- [Town launches new tool to help businesses find funding, support - Innisfil News](#)
- [Innisfil wants your help designing 'concise, flexible' official plan - Innisfil News](#)
- [Town of Innisfil approves budget with 4.2% tax increase - Innisfil News](#)
- [Orbit, sites in Lefroy and Cookstown spark 'real concerns' during official plan talks - Innisfil News](#)
- [Innisfil takes on slightly greater share of 2026 South Simcoe police budget - Innisfil News](#)
- [Ontario Investing to Expand Mobile Crisis Response Teams and Mental health Supports to Better Protect Communities and First Responders - Caroline Mulrone, MPP](#)
- [Innisfil collects \\$1.3M from latest round of OLG casino revenue - Innisfil News](#)
- [Calls to South Simcoe police surged past 33K in 2025, setting new record - Bradford News](#)
- [WHAT'S COMING IN 2026: Yonge roundabout, Innisfil Beach Road improvements shaping up - Innisfil News](#)
- [C4K, Innisfil Food Bank report 'steadily increasing' need in community](#)

News from around the County:

- [COLUMN: CONTACT's seniors sessions reduce isolation, boost community ties - Innisfil News](#)
- [Diversity ambassador training returns with expanded sessions in Simcoe County - Innisfil News](#)
- [Simcoe County supports 112 new senior housing projects - Innisfil News](#)
- [New plan from YouthReach focuses on growth and inclusion - Innisfil News](#)

Library News from the Province and Beyond

- [North Bay council projecting \\$30 million in the library over a decade | North Bay Nugget](#)
- [E-books cost more, but don't stop borrowing them: libraries - Victoria Times Colonist](#)
- [Alberta school boards remove dozens of library books as provincial ban in effect](#)
- [Libraries like Red Deer's changing how they hire, train staff because of homelessness crisis | CBC News](#)
- [Toronto Public Library logs record number of digital checkouts | CBC News](#)
- [Are Toronto libraries the city's most underrated third space? - NOW Toronto](#)
- [Palestine supporters protest storytime with Israeli youth leaders at Newmarket library - Newmarket News](#)
- [Toronto may cancel new community centres, libraries if development funding dries up - Toronto | Globalnews.ca](#)
- [Are librarians the key for teaching AI literacy? | CBC News](#)
- [Hamilton library asks for 5.25% budget increase as it faces 'social crises' at downtown branches | CBC News](#)
- [Tourism training aims to further Indigenous reconciliation - Innisfil News](#)
- [Province grants South Simcoe police \\$145K for crisis response, mental health - Bradford News](#)

Municipal Council Report

February 11, 2026 Council Meeting

- [Watch the meeting.](#)
- Innisfil Heritage Advisory Committee Presentation The Innisfil Heritage Advisory Committee shared its annual update, highlighting key achievements in preserving and promoting local heritage. The Committee also recognized the Bailey family of Cookstown as the 2025 Heritage Property Award winners.
- The Town's Animal Control By-law was amended to give Municipal Law Officers stronger powers to respond to dog attacks. Officers can now issue temporary orders, such as requiring a muzzle, immediately after an incident. This helps protect the community while cases proceed under the provincial Dog Owners' Liability Act (DOLA). Court-ordered restrictions under DOLA apply across Ontario and support stronger enforcement where necessary.
- Council has approved funding from the Capital Reserve Fund to complete urgent structural repairs at the Stroud Innisfil Community Centre following its unexpected closure, while also accelerating a long-term Business Case & Site Study to guide long term planning for the facility. While programs and bookings are being relocated, the Town is encouraging residents to support the arena's 2026 Kraft Hockeyville nomination and will provide updates as work progresses.

February 25, 2026 Council Meeting

- [Watch the meeting.](#)
- Residents shared their thoughts about the proposed development at 1015 Cumberland Street. After hearing concerns, Council asked staff to schedule another public meeting so more feedback can be gathered.
- Council voted to defer changes to the Parkland Dedication By-law to a later date. Parkland fees are payments developers make (or land they provide) for parks or other public recreation purposes when new (re)development happens. The proposed change would add not-for-profit religious institutions to the list of exemptions.
- Council supported a resolution from the City of Peterborough for more sustainable police services funding. Municipalities across Ontario are dealing with higher policing costs tied to new provincial requirements. Council is asking the Province to help cover these added costs, including court security services.
- Council approved grants to support CFS Counselling + Wellbeing's Coldest Night of the Year event this weekend and the reintroduction of Wolfpack Minor LAX Club in Innisfil.

News from the Community

- [Innisfil takes on slightly greater share of South Simcoe police budget - Barrie News](#)
- [OLG serves up \\$7M in casino revenue at Innisfil's Breakfast with Council - Innisfil News](#)
- [South Simcoe police board acclaims 'thrilled' chair, vice-chair - Bradford News](#)
- [Innisfil's next council will see a 'consistent' and 'accountable' salary increase - Innisfil News](#)

Municipal Council Report

- [Stroud arena's ice pad, banquet hall to stay closed for rest of skating season - Barrie News](#)
- [Innisfil's Stroud Arena to remain closed for rest of ice season](#)
- ['A tough winter': Burst pipe closes Stroud library branch, curling club - Innisfil News](#)
- [Stroud arena needs more than \\$1M in 'emergency repairs,' report shows - Innisfil News](#)
- [No extra protection coming for ex-Cookstown library heritage property - Innisfil News](#)
- [Innisfil's Stroud Arena repairs are skyrocketing as the aging building deteriorates – CTVNews](#)
- ['The identity of Stroud': Arena to receive more than \\$1M in emergency repairs - Innisfil News](#)
- [Innisfil wins award for work in boosting investment and job creation | FM101 Milton Now](#)
- ['Step up' and walk for a cause at Innisfil's inaugural Coldest Night of the Year - Innisfil News](#)
- ['Stroud's the poster child': Innisfil shoots for arena funding with Hockeyville contest - Innisfil News](#)
- [South Simcoe police started 2026 with 'very busy' January - Innisfil News](#)

News from around the County:

- [County council faces key decisions on \\$27M in homelessness funding - Innisfil News](#)
- [Doctors warn against dangers of health misinformation from AI sources - Innisfil News](#)
- [Community care in crisis: OCSA calls for \\$150M investment in 2026 budget - Innisfil News](#)
- [Young filmmaker captures fading voices of local war veterans - Innisfil News](#)
- [Bradford library's new art installation makes visitors realize 'everything's connected' - Innisfil News](#)
- [Online panel aims to increase gender diversity in municipal elections - Innisfil News](#)
- [County marks 10 years of #ITSTARTS campaign - Innisfil News](#)

Library News from the Province and Beyond

- [BEYOND LOCAL: Library has over 350 holds on Heated Rivalry book series - Innisfil News](#)
- [Niagara Falls library may cut services despite funding boost](#)
- [Libraries across Canada to host Winter Olympics watch parties](#)
- [Caledon Public Library wins Minister's Award for Innovation - Just Sayin' Caledon](#)
- [Budget: Library request for more funding for security opposed by mayor - bayobserver.ca Hamilton, Burlington and GTA](#)
- [CULC releases national study on the social impact of urban public libraries - news](#)
- [Bill C-15 Update: House Finance Committee amendment reinstates protection for Library Book Rate - news](#)

JHSC Meeting Agenda

MEETING DATE: Thursday January 16, 2026

TIME: 10:00am

LOCATION: Town Hall Meeting Room 4 and Teams

CO-CHAIRS: Management Co-Chair – Eric Chudzinski
Worker Co-Chair – Elishia LaRose

MINUTES: Sierra Warren

ATTENDANCE: Wes Chancey, Eric Chudzinski, Elishia LaRose, Kristi Prentice, Jennifer Sheremeto, Barrie Vickers, Sierra Warren

GUEST(S):

REGRETS: Paul Anyia, Brendan Bone, Tom Ehlers, Vivian Lough



Worker Member Co-Chair
Elishia LaRose



Management Co-Chair
Eric Chudzinski

Item	Agenda Item	Lead	Item Details	ACTION & NOTES
1.	<u>Call Meeting to Order</u>	Co-Chair	Time – opened	- Meeting started 10:04am
2.	<u>Approval of Previous Minutes</u>	Co-Chair	2025.11.20 JHSC Meeting Agenda Minutes Draft.docx	- Jennifer motioned to approve the minutes of the previous meeting. - Seconded by Elishia - All in favour; Motion Carried.
3.	<u>JHSC members</u>	Co-Chair	2025.05.02 JHSC Members List.docx	- No updates to members list.

4.	<u>Workplace Inspections</u> <u>WHIMIS</u> <u>LOTO</u>	All Members	<p>Roundtable discussions</p> <ul style="list-style-type: none"> • Findings worth sharing? • Additional action needed? • Repeat findings? • Changes to the schedule, or support needed. 	<p>Jen – Town Square – nothing major to report. Housekeeping items required in the Zamboni room; however, staff were out flooding the trail which resulted in water pooling on the floor. There are multiple deficiencies still open on Moar that should likely be closed out since it appears that the work has been completed. Wes advised that the wood plank deficiency is an ongoing issue. Once the planks have been replaced, more vandalism occurs. Stated that we can likely close out the deficiency as they will keep an eye on it. In the last few weeks, he ordered 30 more planks.</p> <p>Ec. Dev. – no deficiencies to report. Will be doing a major update of the minutes at this facility once she returns. Eric advised that he will be attending next week and can update the minutes when he visits.</p> <p>Kristi – Since the last meeting, Town Hall was inspected twice. On November 26th, no deficiencies were noted. On December 18th, one fire extinguisher in IT was not inspected. Next inspection is scheduled for January 21st.</p> <p>Sierra – Operations – no major items to report. In December, there were a few items missing from MySDS that are required to be inputted. A fire extinguisher was also missing its inspection. In both December and January, house keeping items are required in the lunchroom (picking up garbage, coffee grains and spills on the counter, etc.) and in the wash bay (sand, mud and sod piled on the ground, garbage left and roads signage on top of shovels).</p> <p>Elishia – Stroud Arena – there was a crack in opening in the stands. Advised that the crack is about 20ft long. Concerned if water entered that it could be a mould issue or will be a safety hazard if someone gets their shoe heel stuck in it. Also advised that ladder was not secured in its proper spot; however, it was moved by arena staff prior to inspection completion.</p> <p>Salt Dome – found degreasing chemical pail that was not located in MySDS. Majority of issues found are housekeeping items. There was a pile of empty DEF jugs that were thrown in the quonset hut. Addressed with supervisor and this has since been removed. Staff also advised that seat of dump truck was causing pain. Fleet has since ordered a new seat.</p> <p>Vivian – absent – Cookstown and Stroud Library inspections are complete.</p> <p>Tom – absent – no issues to report from December inspection.</p> <p>Brendan – absent – injured workers package needed at IBP.</p>
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				<p>IRC – railing on dump pit requires repairs. Facilities is working on repair with contractor. This has since been blocked off.</p> <p>Paul – absent – requires another walk through with someone for Rizzardo.</p> <p>Knock CC – chemicals were left on the table in the basement; the anti-slip treads are missing. Housekeeping required in the washrooms. Toilet in basement is leaking water but has been addressed with the Facilities team.</p> <p>Barrie – staff member spoke to Barrie about a flickering light at Town Hall. Facilities request has since been made. Also addressed concerns of snow plowing in the Town Hall parking lot. There is now limited parking and is concerned that when staff are attending more regularly that they will have to park in the Rizzardo parking lot.</p> <p>Wes – stepped out/no items to report.</p> <p>Eric – Additional question for washroom records added to inspection checklist. In all staff washrooms, there is a QR code that will give us a report of washroom cleaning and its frequency. Elishia advised that the cleaners are not doing a good job cleaning the washrooms in the salt dome as well as the Ops building.</p>
5.	<u>SOP's Corporate Policies</u>	Co-Chair	<ol style="list-style-type: none"> Any updates for discussion? 2026 WSIB Safety Excellence Program Topics 	<ul style="list-style-type: none"> Working Alone Policy Draft – feedback has been given. The policy provides minimum requirements were working alone is not permitted and where additional controls are required to work alone, based on a risk assessment. Barrie advised that Municipal Law is piloting a new safety device button as many staff work alone. Elishia stated that the safety device button is a great idea for Roads staff. Eric mentioned that there are options for electronic check-ins, as some municipalities have apps on their phones. If an employee doesn't check in, it alerts others. Respectful Workplace Policy Draft - Mostly administrative changes. Substance Abuse Policy Draft - No major changes – mostly administrative. Discussed the Excellence Program topics for 2026. The committee will be included in the development and review of these policies.
6.	<u>Workplace Incidents & Accidents</u>	Co-Chair	<ol style="list-style-type: none"> Report on accidents since last meeting (November and December 2025) 	<ul style="list-style-type: none"> November and December Incident Summary Reports were reviewed. In November we received a first aid injury and two vehicle incidents. In December we saw one first aid injury, one medical attention incident, and two vehicle incidents.

				<ul style="list-style-type: none"> - Section 52 Reports: 1) Dec 17, 2025 - Fall from rolling ladder in wash bay. 2) Dec 30, 2025 - Snow plow rear-ended by 3rd party. - Ladder safety training will include a component on rolling ladders during the next revision. - 2025 End-of-Year analysis to be issued in February.
7.	<u>Budget & Training</u>	Co-Chair	<ol style="list-style-type: none"> 1. Budget 2. Training 	<ul style="list-style-type: none"> - Draft budget review. - Multiple committee members require training this year to be certified and recertified.
8.	<u>JHSC Other Business</u>	All Members	<ol style="list-style-type: none"> 1. Meeting schedule feedback 2. 2026 Safety Talk Topics 3. JHSC BBQ – Initial discussion 4. Round Table 	<ul style="list-style-type: none"> - Is everyone okay with the 2026 schedule? No objections. - Meetings have been changed to 10am and will be alternating between Town Hall Meeting Room 4 and Operations. - The 2026 Safety Topics were discussed. - Elishia suggested the topic of vehicle ergonomics. - At the next JHSC meeting, we will discuss planning of the JHSC BBQ. - Jennifer mentioned being cautious in the wintertime when going outside. - There is a lot of snow and ice on the ground. - Sierra suggested more communication regarding cleaning vehicles and equipment prior to going on the road. - Barrie asked if the wash bay drain is being inspected on a regular basis. - Jen advised that Safety-Kleen attends twice a year to do fleet and the wash bay, but there is a design flaw that allows for items to get stuck more frequently. - A redesign would have to be made to fix the issue.
9.	<u>ACTION ITEMS Follow up</u>	Co-Chair	Review of Action items from November 20, 2025, meeting minutes.	<p>ACTION: Eric to review/update opioid risk assessment based on potential risk and need for Naloxone kits and training. – In Progress – hoping to wrap this up in the first quarter.</p> <p>ACTION: Eric to discuss winter vehicle washing (RE: Slip and fall hazard) with Roads and Fleet supervisor/manager – In Progress.</p> <p>ACTION: Eric to reach out to Facilities to review eye wash stations and H&S requirements in Town Hall redesign. - In Progress</p>
10.	Close Meeting	Co-Chair	Time – closed	The meeting closed at 11:17am.

JHSC Document Collection: [JHSC Minutes and Documents](#)

JHSC Meeting Agenda

MEETING DATE: Thursday February 19, 2026

TIME: 10:00am

LOCATION: Ops Meeting Room 2 and Teams

CO-CHAIRS: Management Co-Chair – Eric Chudzinski
Worker Co-Chair – Elishia LaRose

MINUTES: Sierra Warren

ATTENDANCE: Paul Aniya, Wes Chancey, Eric Chudzinski, Tom Ehlers, Elishia LaRose, Vivian Lough, Kristi Prentice, Jennifer Sheremeto, Barrie Vickers, Sierra Warren

GUEST(S):

REGRETS: Brendan Bone

Item	Agenda Item	Lead	Item Details	ACTION & NOTES
1.	<u>Call Meeting to Order</u>	Co-Chair	Time – opened	- Meeting started 10:07am
2.	<u>Approval of Previous Minutes</u>	Co-Chair	2026.01.15 JHSC Meeting Agenda Minutes Draft.docx	- Wes motioned to approve the minutes of the previous meeting. - Seconded by Jennifer - All in favour; Motion Carried.
3.	<u>JHSC members</u>	Co-Chair	2025.05.02 JHSC Members List.docx	- No updates to members list.
4.	<u>Workplace Inspections WHIMIS LOTO</u>	All Members	Roundtable discussions <ul style="list-style-type: none"> • Findings worth sharing? • Additional action needed? • Repeat findings? • Changes to the schedule, or support needed. 	Jen – Inspections not completed as of yet. Will complete before the end of the month. Kristi – January inspection for Town Hall completed after last meeting. There was water damage around the fire alarm. Device is working properly and Faciliteis is looking into wall repairs. There was also a missed inspection on a fire extinguisher. Sierra – Operations – multiple deficiencies to report. Snow and ice were blocking the door to the wash bay as well as the mailbox at the front of the building. Christmas tree still in the lunchroom with falling needles. Fire extinguisher was missing inspection tag. Eyewash station in the vestibule between the wash bay and Fleet missing January inspection. Housekeeping required in

				<p>the sign shop as items are blocked by signage lying on the floor.</p> <p>Elishia – Salt Dome – condensation around plug that doesn't have a GFI. Hoses are in the middle of the walkway. Advised that supervisor stated it would get picked up last month, but the hoses have not been moved since last inspection. In the coverall, staff are using DEF, but they are throwing jugs and carboard on the floor.</p> <p>Lefroy Arena – constant ice build up by the Zamboni room. Supervisor was going to look into heated mats for that area.</p> <p>Vivian – Cleaners are not using the bathroom QR code in Cookstown and Stroud. There was an expired eye wash bottle in Cookstown but has since been addressed. There was a wire running across the floor in Cookstown and there is a cover over it, but people are tripping over the cover. ACTION: Vivian to research a permanent solution for the cable tripping hazard at the Cookstown Library.</p> <p>The H&S Board at Stroud Library got wet from the burst pipe in the curling club, so they will attend to replace the content.</p> <p>Discussion was made as a group regarding Stroud Arena.</p> <p>Tom – Fleet – completed this morning. Shop was recently cleaned up and no issues to report.</p> <p>Brendan – absent – February inspections not completed yet.</p> <p>Paul – Rizzardo – no items to report. The loading dock was cleaned up.</p> <p>Knock CC – could not access the ramp upon arrival, but a Parks operator came to clean it during inspection. Wes advised the new anti-slip strips on the ramp make snow clearing difficult. Discussed placing a shop light near the storage.</p> <p>Barrie – no major items to report. Advised there was a flickering light at Town Hall, but Facilities addressed the next day.</p> <p>Wes – no items to report.</p> <p>Eric – no items to report.</p>
5.	<u>SOP's</u> <u>Corporate</u> <u>Policies</u>	Co-Chair	1. Any updates for discussion?	- Discussed Roll-Off Truck SOP finalization due to critical injury.

6.	<u>Workplace Incidents & Accidents</u>	Co-Chair	<ol style="list-style-type: none"> 1. Critical Injury 2. Stroud Arena Complaint 3. January 2026 incidents 	<ul style="list-style-type: none"> - Critical Injury occurred at Operations on February 13th involving a facial injury after being stuck by the rear door handle of the roll off truck. - On February 18th, the Ministry of Labour attended the site to review the critical injury. An order was issued in relation to finalizing a Roll Off Truck SOP and completing associated training by March 11. - The Ministry of Labour met with Facilities and a H&S Rep on February 17th due to an anonymous complaint regarding management of asbestos at the Stroud Area. No concerns or orders were issued as a result of the visit. - A brief discussion on incidents that occurred in January with the leading incidents involving vehicle accidents (majority snow plow related).
7.	<u>Budget & Training</u>	Co-Chair	<ol style="list-style-type: none"> 1. Budget 2. Training 	<ul style="list-style-type: none"> - Several members require recertification training. - Eric will send members a link on available dates through our typical provider. - Committee members to coordinate through Eric or book themselves.
8.	<u>JHSC Other Business</u>	All Members	<ol style="list-style-type: none"> 1. JHSC BBQ Discussion 2. Round Table 	<ul style="list-style-type: none"> - Discussion was made regarding this year's BBQ. - Committee members decided on a tentative date (to be confirmed). - ACTION: Sierra to book JHSC BBQ date. - ACTION: Sierra to book BBQ meeting for March. - Eric advised that 2026 green books will be handed out once received. - Paul will be taking over Churchill CC inspections. - Barrie mentioned that they are reviewing Town Hall space planning and made comments on path of egress requirements.
9.	<u>ACTION ITEMS Follow up</u>	Co-Chair	Review of Action items from January 15, 2026 meeting minutes.	<p>ACTION: Eric to review/update opioid risk assessment based on potential risk and need for Naloxone kits and training. – In Progress</p> <p>ACTION: Eric to discuss winter vehicle washing (RE: Slip and fall hazard) with Roads and Fleet supervisor/manager – In Progress.</p> <p>ACTION: Eric to reach out to Facilities to review eye wash stations and H&S requirements in Town Hall redesign. - In Progress</p> <p>ACTION: Vivian to research a permanent solution to prevent the cable tripping hazard at the Cookstown Library.</p> <p>ACTION: Sierra to book JHSC BBQ date.</p> <p>ACTION: Sierra to book JHSC BBQ meeting for March.</p>
10.	Close Meeting	Co-Chair	Time – closed	The meeting closed at 11:45am.



INNISFIL PUBLIC LIBRARY COMMITTEE REPORT

REPORT NO. LIB-02-2026

DATE: March 9, 2026

TO: Innisfil Public Library Board

FROM: Truth & Reconciliation Committee

SUBJECT: 2025 Truth & Reconciliation Committee Annual Update

RECOMMENDATION:

That Committee Report LIB-02-2026 regarding the 2025 Truth & Reconciliation Committee Annual Update be received as information.

BACKGROUND:

The Truth and Reconciliation Commission of Canada issued 94 Calls to Action in 2015, urging all levels of government, institutions, and individuals to work toward reconciliation with Indigenous Peoples. The Library's efforts align with several key Calls to Action, including those focused on education, language and culture, public service training, historical records and archives, and commemoration. These efforts promote awareness, accessibility, and meaningful engagement with Indigenous history and culture.

This report provides an annual update on the activities and initiatives undertaken by the Library and the Library Board's Truth & Reconciliation Committee in 2025, in alignment with the Calls to Action from the Truth and Reconciliation Commission (TRC). It also outlines key initiatives identified for 2026.

ANALYSIS/CONSIDERATION:

In 2025, the Library strengthened its reconciliation commitment through both ongoing initiatives and new areas of focus.

2025 Summary of Actions

The Library and the Board's Truth & Reconciliation Committee advanced several reconciliation initiatives this year, with notable actions in the following areas:

Education & Awareness (Calls to Action #10, #62, #63)

In 2025, the Library expanded public education initiatives that foster intercultural understanding and deepen community awareness of Indigenous histories, knowledge, and

COMMITTEE REPORT #LIB-02-2026 – 2025 Truth & Reconciliation Committee Update

lived experiences. Key areas of focus included Indigenous-led learning opportunities, community storytelling, and creative expression. These initiatives demonstrate a shift toward experiential and relationship-based education.

- Indigenous artists and Knowledge Keepers led workshops, talks, and cultural programs that strengthened understanding of Indigenous teachings, including medicine-making, cultural crafting, and storytelling initiatives.
- Film screenings, author talks, and speaker events created opportunities for dialogue around reconciliation, identity, and Indigenous perspectives in contemporary culture.
- The Remembering Garden planting and seasonal harvest events encouraged experiential learning grounded in Indigenous knowledge systems and land-based practices.

Language & Culture (Calls to Action #13, #14)

The Library continued to promote Indigenous language awareness and cultural learning through programming, outreach, and resource promotion.

- Storytimes and family programs incorporated Indigenous stories, authors, and cultural themes, helping introduce Indigenous perspectives to younger audiences.
- Ongoing promotion of Indigenous language learning tools supported access to language revitalization resources.

Training & Development for Public Servants (Call to Action #57)

The Library remains committed to ongoing education for staff and Board members to foster cultural competency and reconciliation. Key initiatives included:

- Staff and Board participation in Indigenous cultural events supported ongoing learning through both formal training and lived experiences.
- Ongoing Staff engagement with Land Acknowledgement Statement purpose and goals through training and experiential opportunities.

Commemoration & Community Engagement (Call to Action #80)

The Library played a role in honouring Indigenous experiences and promoting public reflection on reconciliation through:

- Orange Shirt Day programming, themed storytimes, and family activities created accessible entry points for community learning.
- Community-led workshops on Indigenous crafts, storytelling, and traditional knowledge-sharing.

COMMITTEE REPORT #LIB-02-2026 – 2025 Truth & Reconciliation Committee Update

2026 Initiatives

The Committee has identified proposed initiatives for 2026. These reflect both ongoing efforts and new initiatives.

Ongoing Efforts

1. Building and nurturing relationships with Indigenous community members, and Indigenous-led, Indigenous-serving organizations in the region
2. Seeking speakers and training opportunities for Board and Staff for ongoing education.
3. Provide opportunities for Indigenous-led programming through existing relationships.

New Projects

1. Seeking ways to address Call to Action 83 through work with local artists. *We call upon the Canada Council for the Arts to establish, as a funding priority, a strategy for Indigenous and non-Indigenous artists to undertake collaborative projects and produce works that contribute to the reconciliation process.*
2. Addressing awareness and issues surrounding Missing and Murdered Indigenous Women, Girls (MMIWG2S) and Children.
3. Develop a Committee Legacy document to support the transition to the next term of Library Board and Truth and Reconciliation Committee.
4. Explore feasibility, requirements, funding opportunities of enhancing public spaces with Indigenous-led or partnered projects.

OPTIONS/ALTERNATIVES:

Direct Library Staff and/or Truth & Reconciliation Committee to explore alternate or additional actions in support of reconciliation with Indigenous communities.

FINANCIAL CONSIDERATIONS:

There are no financial impacts associated with this report.

CONCLUSION:

The Library Board's Truth & Reconciliation Committee and Library Staff have continued to make significant progress in advancing reconciliation efforts in 2025 across education, programming, community engagement, and staff learning. As we move into 2026, efforts will focus on strengthening community engagement and deepening relationships to support meaningful progress on Truth & Reconciliation.

Attachments:

- Appendix 1: Annual TRC Report 2025 – Detailed Summary of Actions

Truth & Reconciliation Committee Annual Report 2025 updates

TRC Calls to Action	Our Actions 2023	Our Actions 2024	Our Action 2025
<p>Education (#10) Education for Reconciliation (#62, #63)</p> <p>This includes the principles of developing culturally and age appropriate curricula on residential schools, Treaties, and Aboriginal peoples' historical and contemporary contributions to Canada; teaching Aboriginal languages; respecting and honouring Treaty relationships; and integrating Indigenous knowledge and teaching methods into classrooms; building capacity for intercultural understanding.</p>	<ul style="list-style-type: none"> • Conducting a diversity audit to ensure that the Library's collections are accurate and reflect the Indigenous community. This project is ongoing. • The Collection Management Policy commits to ensuring that diversity is represented through collection development. • A list of online and in-branch resources to assist patrons and any member of the public with tracing their Indigenous ancestry developed and several new titles addressing the challenges of tracing Indigenous genealogy were added to the collection. • Mural painting at the Lakeshore Branch led by Indigenous artist April Paul to celebrate and highlight Indigenous history and talent. • Birch Bark Etching workshop led by Vanessa Kennedy of Red Quills taught a full class about the relationship between the Anishinaabe people and the birch tree. 	<ul style="list-style-type: none"> • Hosted two Indigenous crafting workshops in August led by local Indigenous artisan Jennifer Bahinski for both children and adults to learn about the significance of beadwork and dreamcatchers in Anishinaabe culture • ImagineNATIVE screening • Mohawk Institute Residential School Virtual Tour • Why Truth and Reconciliation is Becoming a Global Story with Guest Speaker Dr. Cynthia Wesley-Esquiaux • Partnered with Indigenous artist April Paul to create the Seven Feathers Collaborative Art Project as a way to raise awareness of the seven guiding principles of Indigenous culture • Author talk with Amanda Peters • Sweetgrass & Indigenous medicine-making workshop with Tanya Gluvakov, founder of Roots & Raven. • 	<ul style="list-style-type: none"> • Screened the film #SKODEN, a 2025 Hot Docs documentary feature and part of the imagineNATIVE film festival, to highlight Indigenous voices, culture, and community to create important conversations in Innisfil around reconciliation and building deeper cross-cultural understanding • Planting and opening ceremony for the Remembering Garden with Storyteller and Cultural Carrier Tasheena Sarazin from Pikwakanagan First Nation • Autumn harvest event for the Remembering Garden with founding partner Tanya Gluvakov of Roots and Raven. Seeds were harvested to be used in future medicine gardens, plants were harvested for Indigenous community members to use and donated to Barrie Native friendship Centre. • Hosted the Walking Together four-week program led by Kelly Lavallee, an Anishinaabe-Métis Knowledge Keeper from the Deer Clan. Each session invited participants to explore Indigenous knowledge and cultural practices through storytelling, hands-on learning, and guided reflection. • Hosted an Author talk with Drew Hayden Taylor to discuss Indigenous storytelling, identity, and the role of humor in healing and resilience; themed book chat to discuss Taylor's body of work prior to his presentation • In Branch and digital displays of books for Red Dress Day in May to promote awareness for Missing and Murdered Indigenous Women, Girls, and 2SLGBTQI+ people in Canada.

<p>Language and Culture (#13 & #14)</p> <p>This includes acknowledging Aboriginal language rights; recognizing the urgency to preserve and revitalize Aboriginal languages; and initiatives must reflect the diversity of Aboriginal languages.</p>	<ul style="list-style-type: none"> Acquisition of Transparent Language database, which provides access to 11 Indigenous Languages spoken in Canada. Information about the associated app was shared with the Simcoe County District School Board to help support students' Indigenous language goals. 	<ul style="list-style-type: none"> Promoted Transparent Language database, which provides access to 11 Indigenous Languages spoken in Canada. Information about the associated app was shared with the Simcoe County District School Board to help support students' Indigenous language goals. 	<ul style="list-style-type: none"> Drop-in storytimes in June and September that focused on Indigenous history and storytelling highlighting Indigenous authors and illustrators.
<p>Training Development and Training for Public Servants (#57)</p> <p>This includes calling upon municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights, and anti-racism.</p>	<ul style="list-style-type: none"> The Collection Management Policy commits to ensuring that diversity is represented through collection development. Kelly Brownbill led a two-hour virtual cultural competency training session for both Town Council and the Library Board. Staff led a workshop on adapting and personalizing Land Acknowledgment Statements in September. Three members of staff participated in a nine-week course entitled "Beyond GLAM Land Acknowledgments: Activating Decolonization and Indigenization in Galleries, Libraries, Archives, and Museums" offered by the School of Continuing Studies at OCAD University. 	<ul style="list-style-type: none"> Revisions to the Membership and Borrowing Policy marks a significant, inclusive step by offering free library memberships to all Indigenous, Métis, and Inuit individuals living in Ontario. This change recognizes and respects the unique cultural heritage of Indigenous communities and strengthens the library's commitment to accessibility and inclusivity. The policy change can help eliminate barriers to library services, and promote equitable access to resources, community spaces, and learning opportunities for Indigenous communities across Ontario. The Local History Policy was revised to include an emphasis on collecting material that highlights underrepresented voices and identities, including Indigenous Peoples, and a further commitment to the TRC Calls to Action by collaborating with Indigenous partners around local history collections and artifacts Staff and Board members show support for Indigenous cultural events, attending the Georgian College PowWow, and the Indigenous-led ceremonies at Innisfil Beach Park 	<ul style="list-style-type: none"> Outreach & Partnerships Librarian attended an OLA Super Conference session on the First Nations Community Reads program. This is a great program for learning about new and relevant books by Indigenous authors, as well as a way for Indigenous libraries to acquire books at no cost for their communities. Seven individuals have requested Library membership using the Indigenous, Métis, Inuit membership form. Staff and Board attended the Sunrise Ceremony at Innisfil Beach Park in recognition of National Indigenous People's Day.
<p>Responsibilities of Museums and Archives (#69)</p>	<ul style="list-style-type: none"> Conducting a diversity audit to ensure that the Library's collections are accurate and reflect the Indigenous community. This project is ongoing. 	<ul style="list-style-type: none"> Worked with the Legacy of Hope Foundation to bring the traveling exhibit <i>A National Crime: The Residential School Experience in Canada</i> to the 	<ul style="list-style-type: none"> In branch and digital displays of books highlighting Indigenous authors and illustrators, the impact of residential schools, and the Truth

Commented [KS1]: are they using membership?

<p>This includes committing resources to public education materials and programming on residential schools and ensuring records related to residential schools are publicly accessible</p> <p>Historical Records (#77)</p> <p>This includes making records relevant to the history and legacy of residential schools available and accessible.</p>	<ul style="list-style-type: none"> • A list of online and in-branch resources to assist patrons and any member of the public with tracing their Indigenous ancestry was published, and several new titles addressing the challenges of tracing Indigenous genealogy were added to the collection. • Woodland Cultural Centre led a virtual residential school tour for the public in September. • Kelly Brownbill led a public workshop in October about unlearning and the Indigenous history that no one is taught in school. 	<p>Lakeshore Branch from June to August in order to continue to draw the public's attention to the ongoing legacy of residential schools</p> <ul style="list-style-type: none"> • Mohawk Institute Residential School Virtual Tour 	<p>and Reconciliation Calls to Action.</p> <ul style="list-style-type: none"> • Screened the film #SKODEN, a 2025 Hot Docs documentary feature and part of the imagineNATIVE film festival, to highlight Indigenous voices, culture, and community to create important conversations in Innisfil around reconciliation and building deeper cross-cultural understanding
<p>Commemoration (# 80)</p> <p>This includes the recognition of the statutory holiday for a National Day for Truth and Reconciliation to honour Survivors, their families, and communities, and ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process.</p>	<ul style="list-style-type: none"> • Woodland Cultural Centre led a virtual residential school tour for the public in September. • Kelly Brownbill led a public workshop in October about unlearning and the Indigenous history that no one is taught in school. • Hosted three screenings of Orange Shirt Day: The Phyllis Webstad Story in partnership with the Digital Human Library. 	<ul style="list-style-type: none"> • Worked with the Legacy of Hope Foundation to bring the traveling exhibit <i>A National Crime: The Residential School Experience in Canada</i> to the Lakeshore Branch from June to August in order to continue to draw the public's attention to the ongoing legacy of residential schools. The Library's relationships with the media led to a CBC Ontario Morning interview with the president of the Legacy of Hope Foundation and the importance of its work. • Dr. Cynthia Wesley-Esquimaux presentation • Mohawk Institute Residential School Virtual Tour • Additional programs: Orange feathers colouring and display for Every Child Matters, Every Child Matters Sticker making in HackLAB, PA Day activities for children and families to support conversations about Orange Shirt Day and residential schools 	<ul style="list-style-type: none"> • In Branch and digital displays of books for Red Dress Day in May to promote awareness for Missing and Murdered Indigenous Women, Girls, and 2SLGBTQI+ people in Canada • In branch activities and themed storytimes for children and families to learn and explore conversations about the National Day for Truth & Reconciliation • In branch and digital displays of books highlighting Indigenous authors and illustrators, the impact of residential schools, and the Truth and Reconciliation Calls to Action.



INNISFIL PUBLIC LIBRARY STAFF REPORT

STAFF REPORT NO. LIB-03-2026

DATE: March 9, 2026

TO: Innisfil Public Library Board

FROM: Erin Scuccimarri, CEO

SUBJECT: Stroud Facility Status Update & Next Steps

RECOMMENDATION:

That Staff Report LIB-03-2025 regarding the Stroud Facility Status Update & Next Steps be received; and

That the Library Board approve combining the Library's capital project LIB45 - Updated Needs Assessment Study with the Town's FAC43 - Stroud Innisfil Community Centre Business Case & Site Study to develop a single, integrated business case for the Stroud site; and

That the Board direct Staff to work with Town staff to align scope, budget, schedule, and reporting requirements, and to return to the Board with the finalized project plan for approval.

BACKGROUND:

On January 20, 2026, the Town temporarily closed the entire Stroud–Innisfil Community Centre, including the Library, following identification of a structural wall issue during

STAFF REPORT #LIB-03-2026 – Stroud Facility Status Update & Next Steps

routine inspections. Although engineering assessment subsequently confirmed that the Library space itself was unaffected and safe to reopen on January 22, the arena and banquet hall remained closed for further evaluation.

On February 8, 2026, a burst pipe in the Curling Club caused flooding along the south side of the Library, impacting collections, displays, furnishings, and back-office records. WINMAR Property Restoration was engaged immediately to dry the affected areas, and Town Facilities staff repaired the burst pipe and restored water service, resulting in the Library remaining closed for just over one week while remediation work was completed. The Stroud Branch reopened on February 18, and while there was some damage, it was not substantial, and all affected materials and areas have been documented and addressed as part of the remediation process.

Damage to the Library’s collection was minimal, with fewer than fifty items affected—primarily within the new book and holds displays. All impacted materials were documented, and replacements will be ordered as needed.

During this same period, the Town prepared and presented Staff Report DSR-018-26 to Council on February 11, 2026, outlining the structural issues, required emergency repairs, and the need to advance long-term planning for the entire Stroud facility. Council approved a motion to proceed with the emergency structural repairs and further directed staff to immediately begin the Business Case & Site Study for the Stroud Community Centre (FAC43).

ANALYSIS/CONSIDERATION:

The most recent Library Master Plan identifies the current Stroud Branch as undersized, outdated, and unable to support modern library service, noting that it is located within a community centre approaching end-of-life. It further recommends pursuing a purpose-built replacement for the branch as part of future system growth, one that provides modern, flexible, future-ready space to support expanded programming, makerspace and digital creation, performance and cultural activities, and multiple community rooms, ideally integrated into a multi-use community and cultural hub.

The LIB45 Updated Needs Assessment Study reinforces the need to reassess Library service needs and determine the timing, location, and scale of future facilities, including Stroud, as part of a system-wide approach. The events of January and February

STAFF REPORT #LIB-03-2026 – Stroud Facility Status Update & Next Steps

highlight the building’s increasing vulnerability, the operational risks to Library services, and the limitations of the current space to support long-term operations.

The Board has consistently identified the Stroud Branch as a priority for long-term planning. Council’s recent direction to begin the Business Case & Site Study for the Stroud Community Centre (FAC43) directly supports and accelerates this work. FAC43 integrates multiple municipal master plans, including the Library Master Plan, providing a platform for meaningful Library involvement in future design, facility planning, and service modelling.

Together, these plans and recent events create a strong opportunity to ensure the Library’s service model, space needs, and long-term priorities play a central role in any redevelopment or reinvestment approach for the Stroud site.

OPTIONS/ALTERNATIVES:

Option A – Integrated Library/Town Business Case (Recommended)

Combine LIB45 (Library Needs Assessment) with FAC43 (Town Business Case & Site Study) to create a single, coordinated planning process for the Stroud site.

This approach:

- Ensures Library facility needs are fully embedded in site planning.
- Reduces duplication of work (community engagement, costing, concept development).
- Positions the Library to influence decisions on redevelopment, location, design, and service delivery.

Option B – Proceed with Library-Only Study

Advance LIB45 independently. This gives the Library full control of scope and timelines but risks misalignment with Town planning and missed opportunities to integrate Library priorities.

Option C – Defer Library Work Until FAC43 Findings

Delay Library planning until the Town’s study is complete. This reduces immediate workload but delays clarity on the Library’s Stroud future and limits early influence over redevelopment options.

STAFF REPORT #LIB-03-2026 – Stroud Facility Status Update & Next Steps

FINANCIAL CONSIDERATIONS:

The Library has an approved capital project, LIB45, in the amount of \$40, 000 to evaluate system needs and future facility requirements. Integrating LIB45 with FAC43 would allow this funding to support a richer, more comprehensive deliverable, ensuring strong Library representation in the final business case.

CONCLUSION:

The structural issues, emergency closures, and February flooding reinforce the need for a clear, long-term plan for the Stroud Branch. Council’s direction to accelerate the Stroud Community Centre Business Case & Site Study provides the Library with a timely opportunity to ensure its needs are fully embedded in future planning. This work aligns directly with the Library’s existing capital project LIB42, the Board’s strategic priorities, and the long-term direction of the 2022 Library Master Plan.

Policy Changes Summary

10a.01.01 BOARD – Advocacy Policy #B-2026-05

- Updated definition of advocacy and the Board's role
- Other minor wording and formatting changes

10b.01.01 BOARD – Delegation of Authority to the CEO Policy #B-2026-06

- Minor wording and formatting changes

10c.01.01 EMPLOYMENT – Scent-Free Policy #E-2026-07

- Minor wording and formatting changes

10d.01.01 OPERATING & TECHNOLOGY - Donations, Sponsorship & Fundraising Policy #2026-08

- Updated language for clarity regarding donations and acceptance of same
- Updated definition of “Cash” to include all methods of accepted payment
- Addition of definition of Fundraising
- Updated language regarding Gifts in Kind
- Updated section regarding Sponsorships and Naming Rights to mirror the Strategic Partnership Policy
- Addition of Restrictions and Confidentiality
- Updated language regarding Charitable Receipts, including the dollar amount threshold for issuing official tax receipts
- Other minor wording and formatting changes



SUBJECT: BOARD - ADVOCACY POLICY

Policy No: B-2026-05

Date: March 9, 2026

Review Date: March 2030

Pages: 3

PURPOSE

This policy establishes the advocacy responsibilities of the Innisfil Public Library Board, the CEO and Library employees in advancing, promoting, and communicating the value of the Library. Advocacy supports the Library’s mission, raises awareness of its impact, and ensures decision-makers understand the essential role public libraries play in literacy, community well-being, and equitable access to information

POLICY

Application

This policy applies to the Library Board, the Board Chair, the CEO or any other Employees authorized by the CEO to advocate on behalf of the Library.

General

Advocacy is a shared responsibility that reflects the Board’s mandate to represent the Library to the community and to ensure its role and impact are understood by stakeholders, partners, and all levels of government. Advocacy efforts shall focus on issues aligned with the Library’s vision, values, mission, and strategic priorities.

Guidelines

Board Advocacy Responsibilities

The Library Board shall:

- Act as ambassadors for the Library, promoting the value, impact, and relevance of public library services.
- Build and maintain relationships that support effective library governance and representation.
- Share stories, data, and information that demonstrate the Library’s contributions

to literacy, learning, and community well-being.

- Seek to ensure decision-makers at all levels understand the Library's importance and the community impact of its services.
- Encourage Board members, staff, stakeholders, and community members to raise advocacy issues or concerns requiring the Board's attention.
- Respect confidentiality related to sensitive matters and recognize the Chair's role as the Board's official representative.

Responding to Advocacy Issues

When advocacy issues arise:

- The Board shall discuss and identify key messages, concerns, or positions requiring communication.
- The Board shall direct the Board Chair or CEO to formally convey the Board's position to the appropriate organization, government body, or community group.
- The Board may communicate decisions or positions to the public and Library members when appropriate.
- By Board motion, the Board may undertake advocacy or lobbying activities in support of or opposition to government policies affecting the Library.

Official Spokesperson

- The Board Chair and CEO (or designate) are the Library's official spokespersons.
- The CEO speaks on behalf of the Library in matters related to operations and procedures and may speak on behalf of the Board in cooperation with the Board Chair.
- Board members who are contacted by the media must not respond independently and shall direct inquiries to the Board Chair or CEO to ensure consistent and accurate communication.
- The CEO is responsible for ensuring procedures exist to support effective media coordination.

Coordination with Partner Organizations

- The Board will make every reasonable effort to ensure that there is a consistent and coordinated response to advocacy issues.

Relations with the Municipality

The Board shall:

- Maintain regular communications with Town Council and Senior Administration;
- Meet at least annually with Council to review the Library's resources, services, plans, and achievements.

Relations with Other Organizations

Where appropriate, the Library may participate in regional, provincial, or national library advocacy initiatives in alignment with the Board's priorities.

Community Awareness

The Board shall actively participate in key community events, municipal activities, public meetings, and other community initiatives to increase awareness of library services and highlight the Library's positive impact on the community.

Approved by the Innisfil Public Library Board, March 9, 2026

Motion Number: 2026.XX

Supersedes Policy #B2021-04, approved February 12, 2021, Motion #2021.16; Policy #B-2017-05, approved February 21, 2017, Motion #2017.18 & Policy #B-2012-09, approved June 18, 2012, Motion #2012.48; & Policy #2009-02, approved February 17, 2009, Motion #2009.13; & Policy #2006-03, approved January 16, 2006, Motion #2006.09.



**SUBJECT: BOARD – DELEGATION OF AUTHORITY TO THE CEO
POLICY**

Policy No: B-2026-06

Date: March 9, 2026

Review Date: March 2030

Pages: 2

PURPOSE

In accordance with the *Public Libraries Act, R.S.O. 1990, c. P44, Section 15(2)*, the Board shall appoint a Chief Executive Officer (CEO) who has “general supervision over and direction of the operations of the public library and its staff.”

This policy defines the authority delegated by the Board to the CEO to ensure effective, efficient, and accountable library operations

POLICY

Application

This policy applies to all members of the Innisfil Public Library Board and to the CEO appointed by the Board.

Board Direction to the CEO

In accordance with the Public Libraries Act s. 15(2) the Board appoints a Chief Executive Officer who is responsible for the overall supervision and direction of the Library’s operations and staff. The CEO is the only employee hired directly by the Board.

The Board provides direction to the CEO through:

- Official decisions made at Board meetings by majority vote;
- Approved written policies;
- Approved budgets, strategic plans, and operational plans;
- The CEO job description.

Delegated Authority to the CEO

The CEO is authorized to:

- Take or approve lawful actions in the name of the Library;
- Take actions consistent with the Board's mission, vision, values, and policies;
- Employ, direct, evaluate, discipline, and release all Library staff and contractors;
- Design, implement and manage all operational practices, services, and activities.

Limitations on Authority

Only official decisions of the full Board are binding on the CEO.

- Individual Board members or committees may not give direction to the CEO.
- Delegation does not absolve the Board of accountability for governance or statutory responsibilities.

CEO Accountability

The CEO is accountable to the Board for the effective operation and administration of the Library.

The Board shall conduct an annual CEO performance review with input from all Board members.

Approved by the Innisfil Public Library Board, March 9, 2026; Motion Number: 2026.XX

Supersedes Policy #B-2022-07, approved March 28, 2022, Motion #2022.24; and Policy #B-2018-07, approved March 19, 2018, Motion #2018.23; & Policy #B-2014-17, approved September 15, 2014, Motion #2014.64; & Policy #B-2011-30, approved November 21, 2011, Motion #2011.79



SUBJECT: EMPLOYMENT – SCENT-FREE POLICY

Policy No: E-2026-07

Date: March 9, 2026

Review Date: March 2030

Pages: 3

PURPOSE

The purpose of this policy is to outline expectations for a scent-free work environment to reduce exposure to fragrances and chemical irritants that may impact the health and safety of staff, volunteers, Board members, and customers.

POLICY

Application

This policy applies to all Library employees including, but not limited to, full-time, part-time, contract, seasonal, casual, student/co-op employees, long-term volunteers, Board Members and employees contracted through other organizations. For the purposes of this policy, the reference to “employees” will include all individuals outlined in the statement above.

While the Library cannot guarantee that public areas will be fully scent-free, signage will be displayed encouraging visitors to avoid scented products. Staff may courteously inform customers of this policy when strong fragrances are detected.

General

In support of the Library’s commitment to the provision of a healthy and safe environment for all, the Library will strive to provide an indoor air environment that reduces the risk of chemical hazards. The Library will maintain a scent-free policy, and wherever possible, eliminate the use of certain building cleaning products and materials, where scent or other properties are known to cause health problems.

This policy minimizes exposure to the chemicals in scented products, thereby promoting a healthy work environment and reducing the barriers to service for those individuals with chemical sensitivities.

Definitions

Environmental Sensitivities (ES): A chronic condition in which individuals experience symptoms when exposed to chemicals or environmental triggers at levels tolerated by most people. Symptoms range from mild to debilitating.

Scent-Free / Fragrance-Free / Unscented: Products that are odourless or nearly odourless and contain no added fragrances or masking agents.

Scents / Scented Products: Smells or odours from perfumes, colognes, lotions, soaps, deodorants, hair products, cosmetics, air fresheners, cleaners, and similar items.

Guidelines

Use of Scented Products

Scented products may contain respiratory irritants that can trigger environmental sensitivities, asthma, allergies, or other health conditions. Symptoms may include headaches, dizziness, nausea, fatigue, shortness of breath, skin irritation, and difficulty concentrating. These effects can be more pronounced indoors or during prolonged exposure.

To reduce exposure and support staff and community members with sensitivities, the Library requires employees to avoid wearing fragrances, perfumes, colognes, or heavily scented personal products while working, attending Library events, or representing the Library.

This expectation applies regardless of work location (including branches, outreach events, meetings, and programs).

Practical Implementation

The Library recognizes that some products (e.g., deodorant, shampoo) may be difficult to source scent-free. Employees are therefore expected to:

- Use unscented or fragrance-free products whenever possible.
- Avoid strongly scented or heavily perfumed items during work hours.
- Minimize use of scented products when unscented alternatives are not reasonably obtainable.

Orientation & Awareness

This policy will be communicated:

- During new employee and Board member orientation
- Through posted signage in staff and public areas
- By Supervisors and Managers as part of ongoing health & safety communication

Responding to Scent-Related Health Concerns

If an employee reports health concerns related to exposure to scented products, Library Management is responsible for responding, assessing risk, and determining whether accommodation is required under the Ontario Human Rights Code.

Communication With Library Users

When an employee becomes aware that a customer is wearing a strongly scented product, the employee may direct the customer to the posted scent-free signage and inform them of the Library's policy in a respectful and educational manner.

The Library will also ensure that room rental applicants and partners using Library spaces receive information about this policy so that they can communicate expectations to their participants.

Resources:

*Government of Canada's Canadian Centre for Occupational Health & Safety (CCOHS)
Women's College Hospital, Toronto, Ontario*

<https://www.womenshealthmatters.ca/health-centres/environmental-health/environmental-sensitivities/>

Canadian Lung Association
Ontario Human Rights Act
Canada Human Rights Act

Related Policies:

*Health & Safety Policy
Room Rental Policy
Sustainable Housekeeping Policy*

Approved by the Innisfil Public Library Board, March 9, 2026; Motion Number: 2026.XX

Supersedes Policy #E-2022-06, approved March 28, 2022; Motion #2022.23; and Policy #E-2018-06, approved March 19, 2018, Motion #2018.26; & Policy #E-2014-13, approved May 20, 2014, Motion #2014.38
Policy #E-2011-02, approved February 22, 2011, Motion #2011.13; &
Policy #2008-02, approved January 21, 2008, Motion #2008.04; &
Policy #2004-03, approved March 8, 2004, Motion #2004.24.



SUBJECT: DONATIONS, SPONSORSHIP AND FUNDRAISING POLICY

Policy No: 2026-08

Date: March 9, 2026

Review Date: March 2030

Pages: 6

PURPOSE

The purpose of this policy is to provide guidelines for accepting donations, administering sponsorships, and undertaking fundraising in ways that advance the Library's mission, values, and strategic priorities, while safeguarding public trust, independence, and transparency.

POLICY

Application

This policy applies to the Library Board, the CEO (or designate), all Employees authorized to solicit or accept contributions, and all individuals or organizations seeking to support the Library through donations, gifts, sponsorships, or fundraising.

Government or corporate grants are governed by separate agreements and are not covered by this policy.

Definitions:

Cash - Cash includes cheques, money orders, bank drafts, currency, and electronic payments (e.g., debit or credit cards).

Donation - A voluntary gift of cash or property (including gifts-in-kind) given without expectation of a reciprocal benefit. Designated donations have a stated purpose; undesignated donations have no stipulations on use.

Fundraising - The legitimate process of collecting money by requesting donations from individuals, groups, foundations, and corporations used for a specific purpose.

Gifts in Kind – Non-cash gifts of property, for example artwork, equipment, securities, cultural and archival property. Contributions of services such as time, skills, and effort are not gifts for receipting purposes under CRA rules.

Partnership – A non-cash, collaborative relationship with an external organization to co-deliver or promote programs, services, events, or initiatives that advance shared community benefit, without exchange of funds or consideration.

Sponsorship – A mutually beneficial exchange in which an external party contributes cash or in-kind support to the Library in return for agreed recognition and/or consideration. A sponsorship does not influence Library content, collections, or programming.

Guidelines

The Library's approach to donations, sponsorships, and fundraising is guided by core principles that ensure all contributions uphold the Library's mission and public service mandate. All support must align with the Library's mission, values, strategic goals, and commitment to public benefit. Contributions must never compromise the Library's independence, intellectual freedom, neutrality, or operational integrity, and donors or sponsors may not influence collections, programming, or staff recommendations. The Library manages all contributions with fairness, clarity, transparency, and appropriate approvals, acknowledging support in ways that do not imply endorsement. Recognition is provided in a timely, meaningful, and equitable manner that respects donor intent while avoiding preferential access or discrimination.

Cash Donations & Use Of Funds

The Library gratefully accepts cash donations to enhance services. Undesignated funds are used at the Library's discretion in the best interests of the Library. Designated donations will be used for mutually agreed purposes that align with strategic goals, operational capacity, and public service mandate. Where no agreement can be reached, the Library may decline or suggest redirection.

Unless otherwise specified by the donor, cash donations received during the year are transferred to the Library Board's Donations Reserve and require Board approval before expenditure.

The Board will be informed of individual cash donations of \$10,000 or more.

Gifts In Kind

1. Ownership & Disposition

Donations constitute a complete transfer of ownership to the Library. If a donor is unwilling to transfer full ownership, the Library will decline the donation unless a mutually acceptable arrangement is documented. The Library is not obligated to

retain unsolicited gifts, notify donors of disposition, or reserve space for donated collections.

As a rule, donated materials are not accepted as payment for lost or damaged Library materials.

2. Collection-Related Gifts

Acceptance of materials is limited by the Collection Management Policy and Local History Policy. Books and other formats of significant local historical value (as decided by the Library) may be accepted when they meet established selection criteria. The Library may deaccession, sell, recycle, or otherwise dispose of donated materials per policy and operational needs.

3. Appraisals

An independent appraisal may be required prior to acceptance of certain gifts-in-kind. Appraisal costs are ordinarily the donor's responsibility. Where the Library initiates an appraisal for its own purposes, the Library may cover or share the cost at its discretion.

4. Specific Gift Types

- Artwork/Archival Materials – May be accepted when they hold historical or documentary value relevant to Innisfil and meet Collection Management and Local History policies. The Library does not collect decorative/commemorative/unsolicited works unless commissioned by the Board.
- Property/Real Estate – May be accepted and will be managed by the CEO, subject to legal, financial, and regulatory due diligence.
- Deferred Gifts (e.g., Bequests/Life Insurance) – May be accepted where benefits are directed to the Library after the donor's death in accordance with applicable law and policy.

5. Existing Commitments

This policy does not supersede prior, duly executed agreements. Restrictions existing before this policy's effective date remain in force, including memorial gifts of art that ordinarily are not disposed of without donor (or representative) approval.

Sponsorships

All sponsorships must meet eligibility criteria and partnership principles in the Strategic Partnership Policy, align with Library mission and values, and comply with Library branding and recognition guidelines. Sponsorships must not influence collections, programming, or staff recommendations, nor imply Library endorsement of a sponsor's products or services.

1. Agreements

Sponsorships are formalized in written agreements that state the term, the value and form of support (cash or in-kind), deliverables, and the recognition the Library will provide. Agreements must be signed by the CEO (or designate) and the sponsor's authorized representative. Sponsorships valued at \$10,000 or more require Library

Board approval. Those below this threshold are approved by the CEO (or designate) and reported to the Board.

2. **Termination:** The Library may immediately suspend or terminate sponsorships if the sponsor: uses the Library's name or logo outside the agreement without consent; develops a public image conflicting with Library mission and values; or changes ownership or brand in a way that violates this policy, the Strategic Partnership Policy, or the agreement. Termination decisions will be documented and communicated to the sponsor.

Naming Rights

All naming decisions rest with the Library and require Board approval prior to solicitation. Naming may be assigned to a donor or sponsor when:

- The Library's image and values are not compromised;
- The naming plan (including duration) is approved by the Board; and
- Sponsor name/logo does not appear more prominently than Library branding.

The Library reserves the right to refuse or revoke naming rights if a donor/sponsor's actions or public image conflict with Library mission, values, policies, or the public interest.

Fundraising

Library Employees develop and implement fundraising strategies and procedures to achieve approved targets, in coordination with relevant community stakeholders and with awareness of other fundraising initiatives taking place in the broader community.

The Board may establish a fundraising committee and approve a fundraising strategy or campaign plan. The Library may also approve special fundraising ventures that support its mission, values, goals, and objectives and that do not compromise the Library's public image. All funds raised will be used for stated purposes and priorities approved by the Library.

Recognition

The Library will maintain a Donor & Sponsor Recognition program that thanks supporters appropriately, encourages future giving, and builds long-term relationships. Recognition is timely, meaningful, equitable, and consistent with this policy and applicable agreements, and will not imply endorsement. Recognition of corporate/government partners must comply with agreement terms and may include logo use in print or digital materials per Library brand standards. Anonymous donors' preferences will be respected.

Restrictions and Confidentiality

The Library reserves the right to decline any donation, gift, sponsorship, or fundraising opportunity if it:

- Is inconsistent with the Library's mission, values, or strategic goals;
- Compromises integrity or public trust;
- Originates from sources whose public image conflicts with the Library's principles, and
- Imposes conditions that are not in the Library's or community's best interest.

Donor/sponsor records are held in confidence and managed in accordance with applicable legislation and Library policies.

Charitable Receipts

Charitable tax receipting is in accordance with Canada Revenue Agency (CRA) regulations. The Library issues official receipts for donations of \$20.00 or more. Eligible receipts may be provided for cash donations, appraised gifts of artwork or archival materials, and certain in-kind contributions where fair market value can be independently verified. Receipts cannot exceed fair market value or be backdated.

Sponsorship contributions are receipted only where recognition does not constitute an advantage under CRA guidelines.

Donations must be received by year-end deadlines to qualify for current year receipting.

Related Policies

Strategic Partnership Policy

Collections Management Policy

Local History Policy

Cash Handling Policy

Appendices

Appendix #1 – CLA Position Statement – Corporate Sponsorship Agreement in Libraries.

Approved by the Innisfil Public Library Board, March 9, 2026

Motion Number: 2026.XX

Supersedes Policy #2021-06, approved February 16, 2021, Motion #2021.18;

Policy #2014-20, approved October 20, 2014, Motion 2014.73;

Policy #2009-05, approved February 17, 2009, Motion #2009.16,

Policy #2006–05, approved March 20, 2006, Motion #2006.23,

Policy #2001-11, approved November 8, 1999, Motion #99.46, and

Policy #2001-05, approved September 9, 1991, Motion #91.50.

Corporate Sponsorship Agreement in Libraries

Approved by Executive Council ~ June 21, 1997

Libraries enrich lives, provide information needed for work and daily living, and foster informed communities which are essential to a democratic society. In recognition of this important function, communities support libraries through public funding. The library's first priority is to ensure the continuation and growth of this primary relationship -- public funding for the public good.

CLA encourages and supports advocacy to maintain and develop public funding as the principal source of support for public, school, academic and government libraries.

Publicly funded libraries can and do explore other sources of funding, such as grants, gifts, donations, partnerships and sponsorships, to ensure that they provide the best possible services to their communities. Corporate sponsorships are one source of additional support that allows libraries to enhance the level, extend the range, or improve the quality of library service.

To ensure that partnerships enhance the library's image and add value to library services, libraries need to develop policies and sponsorship agreements that outline the conditions and the benefits of the sponsorship arrangement.

1. CLA believes that the following principles are important in developing sponsorship policies and agreements. Libraries have a responsibility to:
2. demonstrate that sponsors further the library's mission, goals, objectives and priorities, but do not drive the library's agenda or priorities.
3. safeguard equity of access to library services and not allow sponsorship agreements to give unfair advantage to, or cause discrimination against, sectors of the community.
4. protect the principle of intellectual freedom and not permit sponsors to influence the selection of collections, or staff advice and recommendations about library materials, nor require endorsement of products or services.
5. ensure the confidentiality of user records by not selling or providing access to library records.
6. be sensitive to the local political and social climate and select partners who will enhance the library's image in the community.