

## Board Meeting

**Meeting Date:** July 17, 2025  
**Meeting Time:** 1:00 p.m.  
**Location:** The Boardroom at L.E. Shore  
[Posted to YouTube](#)  
**Prepared By:** Jennifer Murley, CEO/Secretary of the Board

**In Attendance:** Joanne de Visser (Vice-Chair)  
Julia Scott (Chair)  
Kristina Wichman  
Marie Swift  
Laurey Gillies  
Shawn McKinlay  
Carol Sackville-Duyvelshoff

**Guests:** Tim Hendry, Town of The Blue Mountains Director of Strategic Initiatives  
Adam Smith, Interim CAO, Town of The Blue Mountains  
Phil Pesek, Manager of Facilities and Fleet

**Absent:** N/A  
**Regrets:** N/A  
**Staff:** Jennifer Murley, CEO

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*Mission: The Blue Mountains Public Library is a dynamic centre of community engagement where everyone can connect, explore and create.*

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### A. Call to Order

#### A.1 Moment of Reflection

The Board meeting was called to order by the Chair at 1 :00 p.m. A Moment of Reflection was observed.

#### A.2 Indigenous Acknowledgement Statement

The Indigenous Acknowledgement Statement was read.

#### A.3 Public Announcement

*None.*

## B. Agenda

### B.1 Approval of the Agenda

#### BMPL-Resolution 2025-042

Moved by Marie Swift and seconded by Carol Sackville-Duyvelshoff, THAT the Agenda of July 17, 2025, be approved as circulated, including any items added to the Agenda. CARRIED.

### B.2 Declaration of Pecuniary Interest and General Nature Thereof

NOTE: Known pecuniary interests should be provided to the Board Secretary in writing and be noted as part of this agenda item. Should items arise during the meeting, the member shall make notice.

## C. Reports to be “Received as Information”

NOTE: Before there is any discussion on the items listed below, they must be received by this Board. Additional recommendations outlined in any of these items, as well as any subsequent motions, will be addressed at the time of discussion.

#### BMPL-Resolution 2025-043

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT this Board receives as information:

1. 2025 Action Plan Status
2. ADM.25.24 entitled “*Space Utilization Study – Draft RFP V3*”
3. GOV.25.02 entitled “*Strategic Planning Committee Report-July*”
4. FIN.25.03 entitled “*Finance Report Q2 2025*”. CARRIED.

## D. Minutes

### D.1 Previous Minutes

Vice-Chair de Visser requested that the service delivery categories, as proposed by Member Gillies, be incorporated into Section F.3.1 of the minutes regarding the Division Sheet for the Town’s 2026 Budget Book.

#### BMPL-Resolution 2025-044

Moved by Shawn McKinlay and seconded by Kristina Wichman, THAT this Board approves the Library Board minutes of June 26, 2025, as amended;

AND THAT this Board receive the Strategic Planning Committee minutes of July 8, 2025, as information. CARRIED.

### D.2 Business Arising from the Minutes

#### D2.1 **Discussion:** Town of The Blue Mountains (TBM) Corporate Strategic Plan

The Board reviewed the discussion questions for the Town’s Corporate Strategic Plan Focus Group and identified several key themes: residents are highly engaged in decision-making, there is a need for expanded educational and recreational opportunities (noting the current lack of adequate community space), and the Town’s identity can be categorized as a “community of communities,” balancing individual character with collective cohesion.

The Board acknowledged improvements by staff and Council in transparency and accountability and noted strong relationships between Council and local Boards. It was noted, however, that while public engagement is high, there remains a perception that progress is slow. This perception may be influenced by varying information circulating in the community, which can contribute to misunderstanding.

The Board recommended that Council prioritize the expansion of GLAM services to meet the needs of a growing population, formally recognize the sector's unique value, and invest in cultural infrastructure. Concern was expressed regarding limited time before the next municipal election and the potential loss of momentum during the time leading up to it. Strategic alignment between GLAM and the Town's Corporate Plan was emphasized as essential.

## **D2.2 Focus Group: TBM Corporate Strategic Plan Focus Group**

Chair Scott welcomed Director Hendry and Interim CAO Smith to the meeting. Director Hendry outlined the Town's process for updating its Corporate Strategic Plan, emphasizing the role of community consultation in shaping a shared long-term vision. He clarified that the Plan is the Town's primary guiding document—distinct from an operational plan or aspirational wish list—and will focus on strategic themes and defined outcomes. Completion is anticipated by the end of 2025.

The Board engaged in a live discussion, informed by notes from the prior brainstorming session.

## **E. Communications with the Board**

The deadline for registration was Monday, July 14 at 2pm. No members of the public were present.

### **E.1. Deputations**

None.

### **E.2. Public Input on the Agenda**

No members of the public were present.

### **E.3. Correspondence**

None.

## **F. Strategic Plan Updates & Action Items**

**NOTE:** To better facilitate this section, all reports and discussions have been identified. The Board may make decisions at any time and does not require a formal report or recommended motion to do so.

### **F.1. Action Planning**

#### **1. Discussion: 2025 Action Plan Status**

CEO Murley provided an update on the Action Plan Status. She noted that Key Result 2 under *Community Hubs*, which relates to securing Council support for expansion

through resolution, remains at a yellow status due to delays in the final MURFA report and the absence of a defined timeline for the follow-up staff report.

Highlights from the status summary included:

- A successful leadership transition for the Arts Walk, with the Library continuing to serve as a vital community hub throughout the event.
- An invitation from the Ontario Library Service for BMPL to participate in a pilot of the updated VOLT toolkit.
- The Charitable Status application is about 50% complete.
- The emergency work order approved for the renovation of public washrooms at L.E. Shore will allow the organization to address longstanding infrastructure and accessibility issues. This project directly supports the Board's key result to implement space enhancements identified in the 2024 Accessibility Audit.

## F.2. Strategic Plan Pillar: Community Hubs

1. **Discussion:** Multi-use Recreation Feasibility Assessment (MURFA) Next Steps  
CEO Murley mentioned that the next steps for this project will involve staff reporting back to their Councils and Boards, separately, where a decision will need to be made regarding whether each Council (and Board) would like to move forward with Phase 2 and developing a business case for a joint MURFA, or move forward in different directions.
2. **Verbal Report:** CEO Update on the Youth Climate Action Fund (YCAF)  
CEO Murley reported that the successful Round 2 project recipients have been selected and publicly announced. Full details are available on the project webpage at [www.thebluemountains.ca/YCAF](http://www.thebluemountains.ca/YCAF). In addition, a hybrid meet-and-greet event is planned for the Fall, to be held at the Library and in Owen Sound. This event will provide an opportunity for successful applicants to connect, share the impact of their projects, and receive guidance on the next steps, including reporting requirements.
3. **Report:** ADM.25.24 entitled "*Space Utilization Study – Draft RFP V3*"  
The revised RFP was discussed. CEO Murley clarified that the key deliverable regarding engagement with the community means identifying how people are currently using the space to inform future recommendations. Member Gillies requested that targeted groups be added and the Board be removed. Chair Scott highlighted that the Study's implementation plan should be targeted to a maximum of three years to address immediate concerns. Expansion was removed to avoid scope creep, however, CEO Murley will be discussing expansion with senior management at the Town and how expansion may fit into the Town's long-term financial plan. Member Gillies recommended that compliance with the AODA be added under Explore Opportunities for Reconfiguration and identifying potential grant opportunities be added to the Scope of the Work.

### BMPL-Resolution 2025-045

Moved by Carol Sackville-Duyvelshoff and seconded by Kristina Wichman THAT this Board directs the Library CEO to proceed with the finalization and public release of the Request for Proposal (RFP) for the Blue Mountains Public Library's LE Shore Memorial Library & Gallery Space Utilization Study, as amended, in accordance with the Town of the Blue Mountains Procurement Policy. Carried.

#### BMPL-Resolution 2025-046

Moved by Shawn McKinlay and seconded by Kristina Wichman THAT this Board formally request the use of the BMPL General Reserve (Non-Growth Related) funds up to the total \$72,389.89 for the use of the L.E. Shore Memorial Library & Gallery Space Utilization Study. Carried.

### F.3. Strategic Plan Pillar: Organizational Excellence

1. **Discussion:** 2026 Budget Timeline Continued

CEO Murley explained that the Library's Division Sheet will be used to help articulate BMPL's narrative within the Town's budget book. She also invited input from the Board on any anticipated funding needs for 2026, noting that the BMPL management team will be meeting shortly to review and assess their upcoming priorities and resource requirements.

2. **Verbal Update:** Sewage Odour Issue at L.E. Shore

CEO Murley provided a brief update on the issues that have occurred since the last meeting, noting that once one problem was addressed, another presented itself, escalating to an emergency related to plumbing.

Phil Pesek, the Town's Manager of Facilities and Fleet, provided an update on the Town's emergency response to the situation. He explained that the issue qualifies as both a significant capital project and an emergency, which allows the Town to proceed with necessary work while bypassing the standard procurement process. A staff report outlining the associated costs will be brought forward to Council for approval.

Manager Pesek also confirmed that a full retrofit is planned. Additionally, the 2024 Accessibility Audit—funded by the Board—will help guide the emergency renovation of both the men's and women's public washrooms. The use of temporary facilities is also being explored as part of the response.

CEO Murley stated that the Town and Library staff are collaborating to identify alternative community spaces for groups, should the renovation have an impact on existing bookings.

3. **Report:** GOV.25.02 entitled "*Strategic Planning Committee Report-July*"

The report was reviewed, and Chair Julia Scott announced her resignation from the Committee. Member Carol Sackville-Duyvelshoff volunteered to sit on the committee.

#### BMPL-Resolution 2025-047

Moved by Shawn McKinlay and seconded by Marie Swift, THAT this Board approves the Terms of Reference of the Strategic Planning Steering Committee as presented;

AND THAT this Board approves the Phases and Timelines of the Strategic Planning Steering Committee as presented;

AND THAT this Board appoints Carol Sackville-Duyvelshoff to the Strategic Planning Steering Committee. CARRIED.

4. **Report:** FIN.25.03 entitled “Finance Report Q2 2025”

CEO Murley commended the Museum Curator for successfully identifying a new revenue stream through the Museum Gift Shop. It was also noted that the Board’s surplus reserve has now been added to the quarterly financial report. While the surplus reserve is held by the Town, its use remains at the discretion of the Board, in accordance with the Funding Agreement between the Board and Council. She further explained that this reserve has recently been used to support the capital budget and to offset unanticipated costs, including wage increases stemming from the recent market study.

Vice-Chair de Visser highlighted a discrepancy between the Town’s Q1 financial report for the Library and the report presented by CEO Murley, attributing the difference to timing. CEO Murley’s report reflected information up to the end of Q2, while Finance continued processing payments for that period. Council received the Q2 financials at the end of Q3.

CEO Murley was asked to revise the wording regarding access to specific reserves in future reports for improved clarity.

#### F.4. Strategic Plan Pillar: Empowering Services

1. **Verbal Update:** 30<sup>th</sup> Anniversary Celebrations

CEO Murley announced that a press release will be issued at the end of July to inform the public about the upcoming anniversary events. She also highlighted that the current Chair of the Arts and Culture Council—who painted the murals in the Story Tower—will be designing a limited-edition colouring book to commemorate the occasion.

### G. Roundtable

#### G.1. Roundtable—General updates by the Board

NOTE: The Roundtable is an opportunity for members to share information on events, activities, or general information which members may wish to attend and/or review. This is not intended for new business or discussion pertaining to Action Items.

1) Community Updates and News

- CBC News (July 10, 2025): [Alberta bans school library books it deems sexually explicit](#)
- Collingwood Today (July 8, 2025): [Birds, butterflies, and pollinators benefit from TBM youth climate funds](#)
- Winnipeg Free Press (July 7, 2025): [Elbows up, even when you’re holding a book](#)
- Montreal Gazette (July 4, 2025): [Drimonis: Children’s book club is latest target of CAQ’s identity politics](#)
- The Walrus (June 27, 2025): [Canada’s Archives are in trouble – and so is its history](#)

2) BMPL Special Events

- [Sidewalk Astronomy](#)

- Saturday, July 31 | 11 am-1 pm | L.E. Shore Library Parking Lot (Weather Permitting)
- [Astro Night with RASC](#)  
 Thursday, August 14 | 7:30-10:30 pm | L.E. Shore Library
- [Susan Swan ft. Julie Mannell Author Talk](#)  
 Saturday, August 16 | 2-4 pm | L.E. Shore Library
- [Exhibit Opening: Albert Chiarandini – 8<sup>th</sup> Member of the Group of Seven](#)  
 Saturday, August 30 | 2-4 pm | L.E. Shore Library

## H. Key Messages

### H.1. Key Messages Update

The Board reviewed the key messages and recommended that the Corporate Strategic Plan Focus Group, bathroom renovations, Space Utilization Study, and 30th Anniversary Celebrations be included.

#### BMPL-Resolution 2025-048

Moved by Laurey Gillies and seconded by Kristina Wichman, THAT this Board approve the release of the Key Messages Update-July 2025.

## I. Notice of Meeting Dates

The next regular Board Meeting is scheduled for September 18, 2025, at 1:00 p.m. in the L.E. Shore Boardroom.

All meetings and relevant agenda materials will be posted on the [Meeting and Agenda](#) page of Governance.

## J. Adjournment

The Chair adjourned the meeting at 4:35 p.m. The Blue Mountains Public Library Board will meet again on September 18, 2025, in the Boardroom at the L.E. Shore Memorial Library and virtually, or at the call of the Chair.