

Board Meeting

Meeting Date: July 16, 2026
Meeting Time: 1:00 p.m.
Location: The Boardroom at L.E. Shore
Prepared By: Jennifer Murley, CEO/Secretary of the Board

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



When available, this Board meeting will be recorded and made available on the BMPL YouTube Channel. Technical difficulties with social media platforms are not sufficient reason to cancel/postpone a meeting. The Community is also welcome to be onsite for meetings, or to present in either E1 or E2.

A. Call to Order

- A.1 Moment of Reflection
- A.2 Indigenous Acknowledgement Statement
- A.3 Public Announcement (*If members of the public are present*)

B. Agenda

B.1 Approval of the Agenda

Recommended Motion

Moved by ___ and seconded by ___, THAT the Agenda of July 16, 2026, be approved as circulated, including any items added to the Agenda.

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.

Recommended Motion

Moved by ___ and seconded by ___, THAT this Board receive as information:

1. ADM.26.13 entitled “2026 Action Plan-Summary Review-July”
2. ADM.26.14 entitled “Q2 Report”
3. ADM.26.15 entitled “Deaccessioning Requests-July”
4. GOV.26.03 entitled “Strategic Planning Steering Committee Update-July”

D. Minutes

D.1 Previous Minutes

Recommended Motion

Moved by ___ and seconded by ___, THAT this Board approves the Blue Mountains Public Library Board minutes of May 21, 2026, as circulated/amended; AND

THAT this Board receives the Blue Mountains Public Library Strategic Planning Steering Committee minutes of May 12, 2026, as information; AND

THAT this Board receives the Blue Mountains Public Library Board’s Financial Working Group minutes of May 11, 2026, as information.

D.2 Business Arising from the Minutes

E. Communications with the Board

Deadline for registration is Monday, July 13 at 2pm.

E.1 Deputations

E.1.1 Julie Manell, Resident

Re: Creative Writing Programming

NOTE: In accordance with Ontario’s Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and Board policy, the Blue Mountains Public Library Board wishes to inform the public that all information including opinions, presentations, reports, and documentation provided for or at an Open Meeting are considered part of the public record. This information may be posted on the Library website, included in Board packages, published in video record, and/or made available to the public upon request.

E.2 Public Input on the Agenda

NOTE: Any individual may choose to register for a virtual link to participate in the Public Input virtually or be present onsite for face-to-face meetings without registering. Said correspondence must meet the BMPL’s [BLG.2018.6.7 Public Input on Agenda Items](#) criteria.

In addition to Correspondence, any members of the public who would like to attend the Board Meeting virtually may do so by contacting LibraryCEO@TheBlueMountains.ca. Requests received prior to 4:00pm the *day prior* to the Board Meeting will be provided with internet and/or phone login information. Credentials are available one month prior to the meeting, so requests need not be made the day of. Visitors may also attend in person without registering.

E.3. Correspondence

None at the time of agenda creation.

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:** ADM.26.13 entitled “2026 Action Plan-Summary Review-July”

F.2 Strategic Plan Pillar: Community Hubs

1. **Verbal Report:** Multi-Year Funding Agreement & TBM Corporate Strategic Plan Update [TBM CAO, Adam Smith]
2. **Verbal Report:** LES Washroom Renovation [Phil Pesek, TBM Manager of Facilities and Fleet]

F.3 Strategic Plan Pillar: Organizational Excellence

1. **Report:** ADM.26.14 entitled “Q2 Report”
2. **Report:** GOV.26.03 entitled “Strategic Planning Steering Committee Update-July” [Joanne De Visser]
3. **Verbal Report:** Finance Working Group [Julia Scott]
4. **Discussion:** Expansion Next Steps: Design RFP

F.4 Strategic Plan Pillar: Empowering Services

1. **Report:** ADM.26.15 entitled “Deaccessioning Requests-July”

Recommended Motion

Moved by ___ and seconded by ___, THAT this Board approves the deaccession of the following objects from the Craigeith Heritage Depot Museum Collection:

- 2007-011-001 a & b: Two wooden red skis stained with red metal bindings and leather safety strap;
- 2009-042-872: Trunk/chest; wooden travel trunk, no lid, decorative metal strappings, remnants of cloth interior;
- 2009-007-008: Large apple press made of barn board; and
- 2011-008: Sunnybrook Orchard Apple Crate.

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

- Global News (June 2, 2026): [Toronto Public Library partners with UHN to offer mobile health clinic](#)

- Collingwood Today (June 15, 2026): [TBM approves funding for library expansion design work to start](#)
- CBC News (June 15, 2026): [New privacy bill would give Canadian right to request companies delete AI deepfakes](#)
- BBC (June 20, 2026): [Not just books – how renting a sewing machine from the library can improve democracy](#)

2) BMPL Special Events

- [Poetry Workshop with Aniah Ruthven](#)
July 21, 2026 | 2-4 pm | L.E. Shore
- [Stargazing at the Carr Observatory](#)
August 13, 2026 | 7:30 pm | L.E. Shore
- [Exhibit Opening: Under Foot and Over Head](#)
August 29, 2026 | 2-4 pm | L.E. Shore

H. Key Messages

H.1 Key Messages Update

Recommended Motion

Moved by ____ and seconded by ____, THAT this Board approves the release of the July 2026 Key Messages.

I. Notice of Meeting Dates

The next regularly scheduled Board meeting is scheduled for September 17, 2026, at 1:00 p.m. in the L.E. Shore Boardroom, or at the call of the Chair.

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

J. Adjournment

Recommended Motion

THAT this Board does now adjourn at ____ p.m. to meet again on September 17, 2026, in the Boardroom at the L.E. Shore Memorial Library and Virtually, or at the call of the Chair.

The Blue Mountains Public Library Board Meeting

DRAFT
Not Approved

Meeting Date: May 21, 2026
Meeting Time: 1:00 p.m.
Location: Library Boardroom
Microsoft Teams

Prepared By: Jennifer Murley, CEO/Secretary of the Board

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

Guests: Phil Pesek, TBM Manager of Facilities and Fleet

Staff: Jennifer Murley, CEO
Franz Greenfield, Administrative Assistant

Absent: N/A
Regrets: N/A

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 Chair read the Indigenous Acknowledgement Statement.

A.3 Public Announcement

No members of the public were present.

B. Agenda

B.1 Approval of the Agenda

Changes to agenda:

- F.2.1 verbal report regarding the washroom renovations was moved to the top of the agenda.

- Added an update on the Building Assessment Report.

BMPL-Resolution 2026-030

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT the Agenda of May 21, 2026, be approved as circulated, including any items added to the Agenda. CARRIED.

B.2 Declaration of Pecuniary Interest and General Nature Thereof

None declared.

C. Reports to be “Received as Information”

All reports to be received as information were received with additional discussion occurring as the items arose within the agenda.

BMPL-Resolution 2026-031

Moved by Shawn McKinlay and seconded by Carol Sackville-Duyvelshoff, THAT this Board receive as information:

- 1) ADM.26.09 entitled “2026 Action Plan-Summary Review”
 - 2) ADM.26.10 entitled “Policy Review”
 - 3) ADM.26.11 entitled “Q1 Report”
 - 4) ADM.26.12 entitled “Library Board Recruitment Plan”
 - 5) GOV.26.03 entitled “Strategic Planning Committee Update-May”
- CARRIED.

D. Minutes

D.1 Previous Minutes

BMPL-Resolution 2026-032

Moved by Carol Sackville-Duyvelshoff and seconded by Shawn McKinlay, THAT this Board approves the Blue Mountains Public Library Board minutes of April 16, 2026, as circulated; AND

THAT this Board receives the Blue Mountains Public Library Strategic Planning Steering Committee minutes of April 7, 2026, as information. CARRIED.

D.2 Business Arising from the Minutes

None.

E. Communications with the Board

The deadline for registration was Monday, May 19, 2026, at 2:00 p.m.

E.1 Deputations

None.

E.2 Public Input on the Agenda

No members of the public were present.

E.3 Correspondence

CEO Murley shared the following correspondence as information:

1. CFLA-FCAB Statement Bill-28 (Receive for Information)
2. Letter: Opposition to Bill 28 and Defense of Local Library Governance (Receive for Information)

F. Strategic Plan Updates & Action Items

F.1 Action Planning

1. **Discussion:** ADM.26.09 entitled “2026 Action Plan-Summary Review”
This report was presented as information, with no concerns noted.

F.2 Strategic Plan Pillar: Community Hubs

1. **Verbal Report:** LES Washroom Renovation [Phil Pesek, TBM Manager of Facilities and Fleet]

Pesek apologized for the delay in completing the L.E. Shore washroom renovations and acknowledged the difficulties faced by both staff and the public. Pesek noted a range of compounding issues, including (but not limited to) a delay in releasing the tender, unsatisfactory renovation design requiring a new engineer and misunderstandings from prospective contractors on the scope of the project. Additionally, the contractor originally awarded the project was fired, requiring the hiring of a new contractor, Doracon (Mississauga).

Construction is scheduled to start in May and anticipated to be completed within 6-8 weeks.

It is predicted that \$90,000.00 of the project budget will not be spent, which may be rerouted to other projects within the L.E. Shore facility. These additional projects must include Doracon as the contractor and be completed in 2026.

2. **Verbal Report:** Building Assessment Report

The Board was presented a draft report, and Pesek advised that the L.E. Shore facility is generally in good condition. The report outlines several items recommended for renovation, some of which may be completed in 2026 using surplus funds from the washroom renovation. It was noted that any selected renovations should align with potential future expansion plans for the building. CEO Murley will discuss the matter further with Pesek and provide an update to the Board in July 2026.

Pesek left the meeting at 1:26 p.m.

F.3 Strategic Plan Pillar: Organizational Excellence

1. **Verbal Report:** Charitable Status Update [Library CEO]

The Blue Mountains Public Library's charitable status has been approved. CEO Murley will work alongside the Town's finance team to determine various logistical and administrative items relating to establishing new policies, tax reporting procedures and the like.

2. **Report:** ADM.26.10 entitled "Policy Review"

The Board reviewed and amended the policies listed below.

The Board experienced technical issues with the Microsoft Teams recording at 2:14 p.m., during policy discussions. Technical issues were resolved at 2:16 p.m.

Member McKinlay left the meeting at 2:15 p.m., returning at 2:19 p.m.

Member McKinlay left the meeting at 2:21 p.m.

BMPL-Resolution 2026-033

Moved by Kristina Wichman and seconded by Joanne de Visser, THAT this Board approves the following policies as amended:

- POL-ADM.2018.57 entitled "Children and Teen Services"
- POL-ADM.2018.64 entitled "Programs"
- POL-ADM.2018.75 entitled "Collection Policy-General"
- POL-ADM.2018.86 entitled "Room Rentals"
- POL-ADM.2018.89 entitled "Intellectual Freedom"

CARRIED.

3. **Report:** ADM.26.11 entitled "Q1 Report"

CEO Murley clarified two statistics:

- Museum and Archives Digital Visits: the significant increase in virtual visits (Q1 2025 vs Q1 2026) is due to a change in how Biblioboard records virtual traffic.
- BMPL Program Participation: the decrease in program attendance between Q1 2025 and Q1 2026 is attributed to a reduction in class visits resulting from changes in Beaver Valley Community School policies.

Member McKinlay returned to the meeting at 2:37 p.m.

4. **Report:** ADM.26.12 entitled "Library Board Recruitment Plan"

The Board expressed that the Skills Matrix for Board members may be set too high; however, it was clarified that the matrix is intended to reflect the collective skills and expertise of the Board as a whole, rather than individual members. It was also noted that the matrix is intended to help guide the information included in calls for applications, and that the exact wording will not be used in recruitment advertisements.

The Chair requested individual meetings with each Board member to determine their interest in reapplying to serve on the Board.

BMPL-Resolution 2026-034

Moved by Shawn McKinlay and seconded by Marie Swift, THAT the Blue Mountains Public Library Board receives the “Library Board Recruitment Plan”; AND

THAT the Blue Mountains Public Library Board approves the Desired Skills Matrix as referenced within the staff report, and as presented, for the purpose of guiding the composition of the Board; AND

THAT the Blue Mountains Public Library Board directs the Library CEO to forward the Library Board Recruitment Plan to the Town Clerk for consideration. CARRIED.

5. **Report:** GOV.26.03 entitled “Strategic Planning Committee Update-May” [Joanne de Visser]
Presented to the Board as information.
6. **Verbal Update:** 2026 OLS Spring Board Assembly Meeting [Marie Swift]
Member Swift could not attend but provided an OLS PowerPoint which outlined the discussions planned for the Assembly.

G. Closed Session

BMPL-Resolution 2026-035

Moved by Carol Sackville-Duyvelshoff and seconded by Kristina Wichman, THAT, pursuant to sections 16.1(b) and 16.1(4)(c) of the Public Libraries Act, this Board do now move into closed session in order to address matters pertaining to personal matters about an identifiable individual and a proposed or pending acquisition or disposition of land by the Board. CARRIED.

The Board moved into closed session at 3:28 p.m.

The Board took a brief break from 3:28-3:33 p.m.

Adjournment of Closed Session

The Board returned to public session at 4:26 p.m.

H. Roundtable

H.1 Roundtable—General updates by the Board

- 1) Community Updates and News:
 - Collingwood Today (April 15, 2026): [TBM library use up in 2025 as CEO, staff ‘celebrate momentum’](#)
 - Centre for Free Expression (April 28, 2026): [The Rising Demands for Censorship: Final Report on Challenges Faced by Canadian Libraries in 2025](#)
 - Centre for Free Expression (April 30, 2026): [Responding to Alberta Government’s Defence of Public Library Takeover](#)

- University of Saskatchewan (May 5, 2026): [A new chapter for USask's cultural heritage: Libraries, museums, galleries, and the Diefenbaker Canada Centre come together](#)
 - Ottawa Citizen (May 10, 2026): [Ottawa library reveals new 'third space' rebrand vision](#)
 - Orillia Matters (May 11, 2026): [City bows to pressure, will grant OMAH's deputation request](#)
 - Collingwood Today (May 12, 2026): [Blue Mountains water manager wins top industry honour](#)
- 2) BMPL Events: a shortlist of special events occurring prior to the next meeting were provided.
- [Art Supplies Sale](#)
May 23, 2026 | 11 am-3pm | L.E. Shore
 - [Exhibit Opening: Nature in Motion](#)
June 6, 2026 | 2-4 pm | L.E. Shore
 - [Open Doors: A Spring Heritage Tour](#)
June 7, 2026 | 10 am-3:30 pm | Various Locations
 - [L.E. Shore Artist of the Year](#)
June 13, 2026 | 9:45 am-5 pm | L.E. Shore

I. Key Messages

BMPL-Resolution 2026-036

Moved by Joanne de Visser and seconded by Laurey Gillies, THAT this Board approves the release of the May 2026 Key Messages. CARRIED.

J. Notice of Meeting Dates

The next regularly scheduled Board meeting is June 18, 2026; however, with no pressing matters on the agenda, CEO Murley and the Chair may cancel, and if so, will notify the Board.

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

K. Adjourned

The Board adjourned at 4:30 p.m.

Julia Scott, Chair

Jennifer Murley, Board Secretary



Committee Minutes

The Blue Mountains Public Library Board Meeting

Strategic Planning Steering Committee

Meeting Date: Tuesday, May 12, 2026

Meeting Time: 11:00 a.m.

Location: The Gallery, L.E. Shore Memorial Library

Prepared by: Jennifer Murley, CEO

Present: Joanne de Visser, (Committee Chair), Carol Sackville
Duyvelshoff, Kristina Wichman, Jennifer Murley (CEO)

Regrets: None

Committee Mandate:

Reporting to the Board, the Strategic Planning Steering Committee will oversee the planning process, establish timelines and milestones, and present the draft updated Plan to the Board for final approval.

A. Call to Order

The Chair called the meeting to order at 11:11 a.m.

A.1 Agenda Review

The agenda was approved with no amendments.

Moved by Kristina Wichman and seconded by Carol Sackville Duyvelshoff THAT the May 12, 2026, Strategic Planning Steering Committee agenda be approved as presented. Carried.

A.2 Previous Meeting Minutes

The Committee approved the April 7, 2026, Strategic Planning Committee meeting minutes as presented, which will be included on the May 21, 2026, Board package for information.

Moved by Kristina Wichman and seconded by Carol Sackville Duyvelshoff THAT the minutes of the April 7, 2026, Strategic Planning Steering Committee be approved as presented. Carried.

B. New and Unfinished Business

B.1 Review Overall Project Timeline and Milestone Tracking

The Committee updated the project timeline and milestone tracking sheet to include the upcoming Strategic Planning Workshop on June 24 and adjusted upcoming meeting dates accordingly.

B.2 Review Governance Report entitled “Strategic Planning Committee Report-May”

The Committee reviewed the report, and the CEO highlighted key insights identified in the Executive Summary. Discussion focused on future reporting and the importance of providing further analysis on how the consultation feedback, combined with research findings and sector trends, will inform the development of the 10-year strategic framework.

The Committee also discussed the challenge of balancing direct community feedback with professional expertise and emerging trends in library, museum, and information services, recognizing that communities do not always know what may be possible or needed in the future. Additional discussion explored how the BMPL can continue to balance its traditional identity as a place centered around books, while also strengthening its role as a broader community connector and gathering space.

Moved by Carol Sackville Duyvelshoff and seconded by Kristina Wichman, THAT the Strategic Planning Steering Committee approves this report as presented; and

THAT the Strategic Planning Steering Committee directs the Library CEO to add the report to the May 21, 2026, Board Agenda, to be received as information.

B.3. Discussion: Upcoming Strategic Planning Workshop

The Committee reviewed the agenda for the upcoming workshop involving staff, the ACC, and the Board, and finalized the desired outcomes to be shared with the facilitator. The Committee also directed the CEO to explore whether a draft report could be prepared by July 3, while acknowledging the timeline would be tight.

B.4. Roundtable Discussion

C. Notice of Meeting Dates / Adjournment

The Chair adjourned the meeting at 12:57 p.m. The next meeting will take place on Monday, May 11 at 2:00 p.m. in the Boardroom at L.E. Shore.



Committee Minutes

The Blue Mountains Public Library Board Meeting

Finance Working Group

Meeting Date: Thursday, June 11, 2026
Meeting Time: 2:30 p.m.
Location: Boardroom, L.E. Shore Memorial Library
Prepared by: Jennifer Murley

Present: Julia Scott, Laurey Gillies, Carol Sackville-Duyvelshoff, Jennifer Murley (CEO)
Regrets: None

Committee Mandate: TBD once Action Plan is reviewed and goals confirmed. This is a working group, and no decisions will be made on behalf of the Board.

A. Call to Order

A.1 Agenda Review

The Group reviewed the agenda, with no amendments.

B. New and Unfinished Business

B.1. Review 2026 Action Plan and Confirm Goals

The Working Group reviewed all finance-related goals and noted that, although the current timelines identify Q4 completion, the draft Financial Framework and Reserve Policy remain priority initiatives given the proposed library expansion and uncertainty surrounding the Multi-Year Funding Agreement.

The Group also discussed the Reserve Policy and agreed it should clearly define the purpose of each reserve and establish appropriate funding thresholds.

B.2. Discussion: BMPL Accounts

The CEO reviewed the current reserve balances and noted that clarification is required regarding the reported General Reserve balance. A request for additional information has been submitted to Finance, and a response is pending.

B.3. Next Steps

The Working Group directed the CEO to prepare a draft Financial Framework for review at the next meeting.

B.4. Roundtable Updates

In advance of the June 29 Council meeting, the Working Group discussed the history of the Multi-Year Funding Agreement, including its original purpose and the strengths and challenges of the current agreement.

C. Notice of Meeting Dates / Adjournment

The meeting adjourned at 4 p.m. The next meeting will take place on Thursday, July 9 at 2:30 p.m. in the Boardroom at L.E. Shore.

Creative Writing Programmierung

For an expanding L.E. Shore Library



Rumours of Expansion?

What this means in the ecosystem of creative writing pedagogy



Possible Rebrand

Keep the library as “The L.E. Shore Memorial Library”



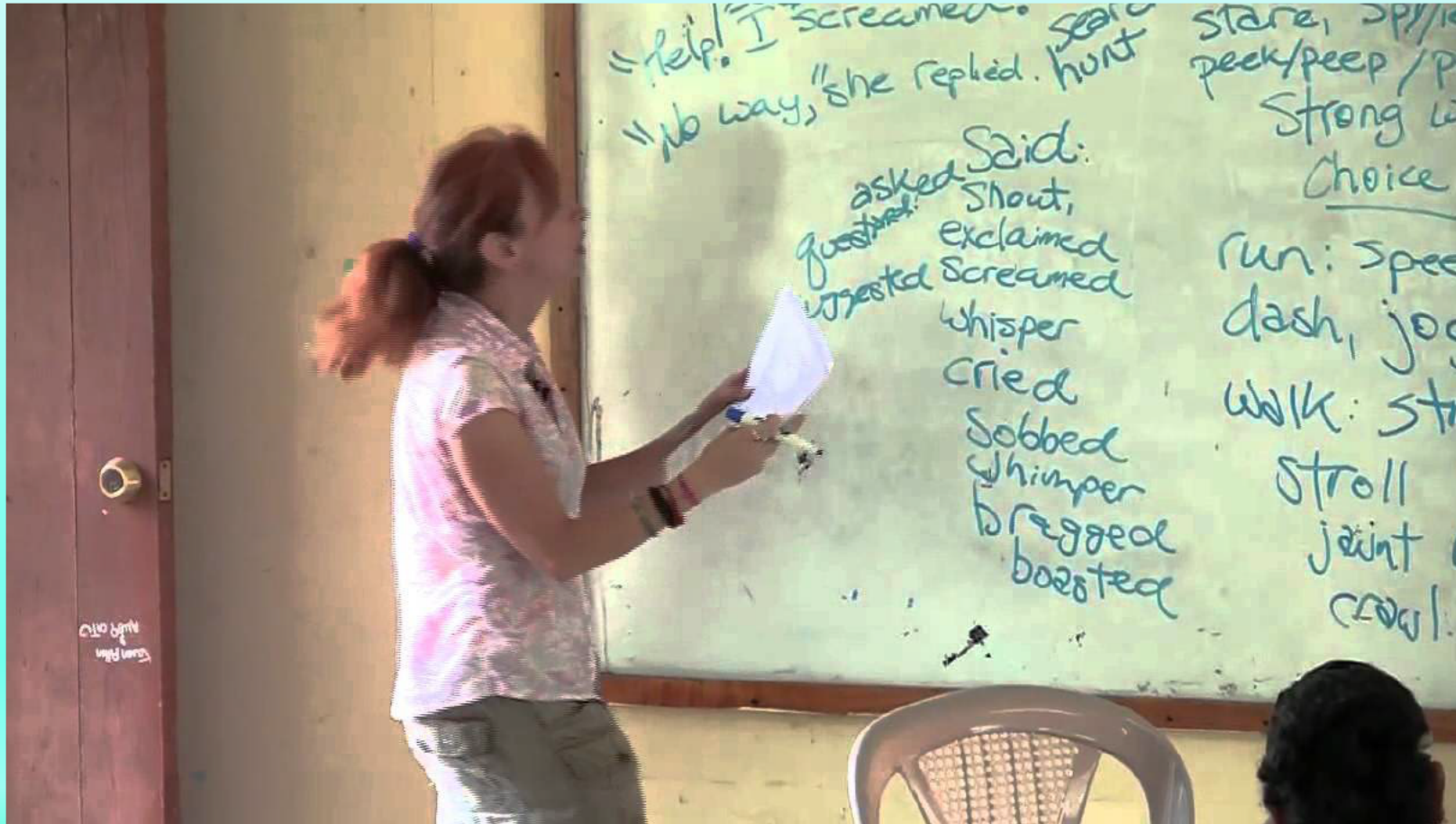
The Blue Mountains Centre for the Literary Arts



How Creative Writing Education Supports the Community

- Brings people together by treating authorship as a shared act
- Is accessible to those living with a variety of disabilities
- Emphasizes commonality, rather than difference
- Creates a support network through weekly check-ins
- Encourages critical thinking, creativity, reflection, and empathy
- Solves the problem of a shortage of winter programming/activities
- Provides a place of catharsis where people can reconnect with their authentic voice and tell their story in their own words (particularly women)
- It's fun!

Director of Creative Programming (long-term) & Writer-in-Residence (short-term)



Caveat: Co\$t ☹



Solution: Housing



The Possibilities are Endless

- Classes on performing your work and then incorporate residents into readings (opening for visiting authors, a monthly reading series, book launches etc.)
- A resident-run literary magazine
- Playwriting classes & then we put on the plays
- Specialized book clubs paired with lectures
- Long-form book clubs for challenging reads (Marcel Proust for example, with a monthly lecture)
- Classes on submitting to journals, contests, agents, and publishers
- Our own creative writing contests
- A course on literary criticism that encourages residents to try to write their own critiques (and become published critics)
- So much more!

Thank You



2026 Draft Action Plan

Annual Planning Context

This Year's Context

In 2026, the Blue Mountains Public Library Board will focus on developing its new 10-Year Strategic Plan while preparing for governance transition following the 2026 municipal election. A key priority will be securing Council endorsement for the expansion and enhancement of the L.E. Shore Memorial Library & Gallery. The current facility no longer adequately supports a growing community, and staff and volunteers have long outgrown the available workspace. Existing staff areas are also inaccessible and lack basic amenities such as a proper break room. Addressing these challenges will help ensure that gallery, library, archive, and museum (GLAM) spaces are functional, inclusive, and aligned with the Town's long-term planning priorities.

The Board will also strengthen governance policies that protect intellectual freedom and equitable access to collections and programming, including policies related to collections, programming, elections, and children's and teen services.

In preparation for the upcoming election, the Board will prioritize succession planning to support a smooth transition to the next Library Board in 2027.

Throughout the year, the Board will continue working with municipal partners to align library planning with broader Town priorities while reinforcing the Library's role as essential civic infrastructure supporting learning, culture, and democratic engagement.

This Year's Complications

- Space needs and facility planning:** Implementing recommendations from various studies to optimize current facilities and support future growth, while securing Council endorsement and navigating financing in a challenging economic climate.
- Expanded social infrastructure role:** Increased front-line responsibilities due to limited local social services, including emotional labour, conflict resolution, and responding to social service needs.
- Advocacy and funding pressures:** Constrained municipal funding, competition with other priorities, and rising digital material costs.
- Intellectual freedom and information integrity:** Increased book challenges, censorship efforts, and the rapid spread of AI-generated misinformation and disinformation reinforce the need to protect access to diverse ideas while strengthening information literacy, critical thinking skills, and public understanding of emerging technologies.
- Sustainability and Truth & Reconciliation:** Leadership on climate literacy, resilient operations, and Indigenous-informed collections and programming.
- Workforce, safety, and technology:** Retention pressures, staff safety concerns, and ongoing cybersecurity demands.
- Regional, municipal, and capital uncertainties:** MURFA project implications, amalgamation discussion impacts, election-year timing considerations.

2026 Governance Success Indicators

- ✓ Secured Council endorsement of direction for L.E. Shore expansion
- ✓ Adopted and launched the 10-Year Strategic Plan
- ✓ Updated governance policies protecting intellectual freedom, children and youth services, and municipal election engagement
- ✓ Developed a Board succession and transition plan for the 2027 Board
- ✓ Strengthened financial governance and long-term planning

2026 Action Plan – Summary

Pillar	Key Results	Status (Green, Yellow, Red)	Comments
COMMUNITY HUBS	Ensure BMPL keeps pace with growth and community needs		
	1. L.E. Shore Memorial Library & Gallery facility direction secured		Space Study completed; Council presentation scheduled; key messages drafted; design phase approved.
EMPOWERING SERVICES	Strengthen awareness and support of the BMPL's role in the community		
	1. 10-Year Strategic Plan completed and adopted		Consultation completed; draft plan initiated; August Committee meetings scheduled.
	2. Equitable access to welcoming community space preserved		Q2 report received
ORGANIZATIONAL EXCELLENCE	Enhance organizational resilience and governance continuity		
	1. Election year readiness achieved		Municipal coordination in progress; Board Recruitment Plan received
	2. Long term financial governance framework established		Audit completion pending; reserve review ongoing; funding agreement under review.
	3. Supported, engaged, and well-equipped workforce sustained		Staff career development ongoing; consultation report completed; strategic planning workshop completed; committee work ongoing

Status Legend:

On Track

At Risk

Late



2026 Action Plan

STRATEGIC PILLAR	COMMUNITY HUBS			
Objective 1	Ensure BMPL keeps pace with growth and community needs			
Rationale	The Town of The Blue Mountains is one of the fastest growing municipalities in Ontario. As community needs expand, the Library Board must provide governance direction to ensure library, gallery, archive, and museum spaces remain accessible, inclusive, and capable of supporting future demand.			
Key Result 1				
L.E. Shore Memorial Library & Gallery facility expansion direction secured				
Key Initiatives	Who is Responsible	In Collaboration With	Goal	Target
Develop key messages and engagement strategy to support expansion	Board	CEO	Achieve community support for expansion	Q2
Council endorsement of immediate direction for the expansion and enhancement of L.E. Shore Memorial Library & Gallery	Board	CEO, CAO	Formal Council endorsement of preferred immediate and long-term facility direction and inclusion in municipal long-term planning	Q2
Initiate the next steps for expansion of the L.E. Shore Memorial Library	Board	CEO, Town Treasurer, CAO, Manager of Facilities & Fleet	Develop funding strategy	Q2



2026 Action Plan

STRATEGIC PILLAR	EMPOWERING SERVICES
Objective 2	Strengthen awareness and support of the BMPL's role in the community
Rationale	Public understanding of the full range of GLAM services remains uneven. Governance leadership is required to reinforce the Library's role in intellectual freedom, access to information, cultural preservation, and inclusive community spaces.
Key Result 1	

10-Year Strategic Plan completed and adopted

Key Initiatives	Who is Responsible	In Collaboration With	Goal	Target
Finalize and adopt the BMPL 10-Year Strategic Plan	Board	CEO, all library staff	Formal Board approval and public launch of the strategic plan to guide governance priorities, advocacy, and long-term service direction	Q4
Establish governance priorities aligned with the Strategic Plan	Board	CEO	Board alignment on annual governance priorities and reporting structure tied to the strategic pillars	Q4

2026 Action Plan

STRATEGIC PILLAR	EMPOWERING SERVICES			
Objective 2	Strengthen awareness and support of the BMPL's role in the community			
Rationale	Public understanding of the full range of GLAM services remains uneven. Governance leadership is required to reinforce the Library's role in intellectual freedom, access to information, cultural preservation, and inclusive community spaces.			
Key Result 2				
Equitable access to welcoming community space preserved				
Key Initiatives	Who is Responsible	In Collaboration With	Goal	Timing
Ensure services and collections of both the L.E. Shore Memorial Library & Gallery and the Craigleith Heritage Depot Museum & Archive serve the diverse perspectives of the community	Board	CEO, Manager of Public Services	Board review and reaffirmation of key governance policies related to: • Intellectual Freedom • Collections Development • Programming • Elections and Political Activity • Children's and Teen Services Successful delivery of diverse programs and services through statistical reporting.	Q4

2026 Action Plan

STRATEGIC PILLAR	ORGANIZATIONAL EXCELLENCE				
Objective 3	Enhance organizational resilience and governance continuity				
Rationale	The 2026 municipal election will result in the appointment of a new Library Board in 2027. Clear governance planning is necessary to ensure continuity of leadership, preserve institutional knowledge, and maintain the Library’s commitment to intellectual freedom, democratic access to information, and professional excellence.				
Key Result 1					
Election year readiness achieved					
Key Initiatives		Who is Responsible	In Collaboration With	Goal	Target
Develop and implement a governance succession plan		Board	CEO, CAO, Clerks Department	Ensure a structured onboarding process, governance orientation, and knowledge transfer for the incoming Board.	Q4
Prepare a Board Legacy Document		Board	CEO	Document key governance decisions, priorities, and strategic considerations to support continuity between the current and future Board.	Q4
Coordinate with Municipal Partners on Election Transition		CEO	CAO, Clerks Department	Align timelines and expectations with the CAO and Clerk’s Department to support a smooth and informed transition.	Q3

2026 Action Plan

STRATEGIC PILLAR	ORGANIZATIONAL EXCELLENCE				
Objective 3	Enhance organizational resilience and governance continuity				
Rationale	The 2026 municipal election will result in the appointment of a new Library Board in 2027. Clear governance planning is necessary to ensure continuity of leadership, preserve institutional knowledge, and maintain the Library’s commitment to intellectual freedom, democratic access to information, and professional excellence.				
Key Result 2					
Long term financial governance framework established					
Key Initiatives		Who is Responsible	In Collaboration With	Goal	Target
Develop multi-year financial projections and policy for reserves		Board	CEO, Treasurer	Establish governance direction for long-term financial sustainability including: • reserve policy • long-term capital planning • alignment with facility expansion priorities	Q4
Establish governance policies for charitable funds		Board	CEO, Director of Corporate Services	Clarify governance oversight of charitable funds, including reporting, accountability, and alignment with the BMPL’s strategic priorities.	Q4

2026 Action Plan

STRATEGIC PILLAR	ORGANIZATIONAL EXCELLENCE				
Objective 3	Enhance organizational resilience and governance continuity				
Rationale	The 2026 municipal election will result in the appointment of a new Library Board in 2027. Clear governance planning is necessary to ensure continuity of leadership, preserve institutional knowledge, and maintain the Library’s commitment to intellectual freedom, democratic access to information, and professional excellence.				
Key Result 3					
Supported, engaged, and well-equipped workforce sustained					
Key Initiatives		Who is Responsible	In Collaboration With	Goal	Target
Maintain and prioritize career development funding		Board	CEO	Ensure annual staff development budget is stable and aligned with organizational priorities	Q4
Enhance access to training and shared learning opportunities		CEO	Town staff	Leverage partnerships with the Municipality (i.e. IDEA Committee, Service Area Managers group) to identify and participate in shared training opportunities with a focus on IDEA, health and safety, and sector trends	Q4
Ensure staff involvement in the development of the new BMPL Strategic Plan		CEO	Board	Complete staff survey and organize staff focus group	Q3



Staff Report

Administration – Chief Administrative Officer

Report To: COW- Admin, Corp and Finance, SI, Comm. Services
Meeting Date: June 29, 2026
Report Number: ADM.26.041
Title: Review of “Multi-Year Funding Agreement between the Town and Blue Mountains Public Library Board dated September 30, 2021”
Prepared by: Adam Smith, Chief Administrative Officer

A. Recommendations

THAT Council receive Staff Report ADM.26.041, entitled “Review of Multi-Year Funding Agreement between the Town and The Blue Mountains Public Library Board dated September 30, 2021”;

AND THAT, Council direct the Chief Administrative Officer to provide six months’ notice to The Blue Mountains Public Library Board, of the Town’s intent to review the terms of the Agreement, in Q1 of 2027, in advance of the 2028 Budget discussions.

B. Overview

This staff report seeks Council direction to provide six months’ notice to The Blue Mountains Public Library Board (“Board”) of the Town’s intent to review the terms of the Multi-Year Funding Agreement between the Town of The Blue Mountains and the Board.

C. Background

Following consideration of staff report [FAF.21.136 Library Funding Agreement](#), at the September 7, 2021 Council Meeting, Council resolved as follows:

THAT Council receive Staff Report FAF.21.136, entitled “Library Funding Agreement”;

AND THAT Council authorize the Mayor and Clerk to execute the Library Funding Agreement, as revised and presented at the September 7, 2021 Council Meeting,
CARRIED.

Following the September 7, 2021 Council resolution, the Multi-Year Funding Agreement between the Town of The Blue Mountains and The Blue Mountains Public Library Board was executed on September 30, 2021 (“Agreement”).

The Agreement is effective September 30, 2021 and commenced application to the fiscal year 2022, for a three year term, with an automatic renewal clause for a further three-year period

provided that neither party invokes the termination of the Agreement (see sections 2.2, 2.3 and 6.3).

Staff confirm that the provisions and terms of the Agreement will continue to apply to the 2027 Budget.

D. Analysis

Section 6.3 of the Agreement states that “.. the Town may in its sole discretion, without liability, cost or penalty, terminate this Agreement for any other reason by providing the Board six months advance notice of the end date of this Agreement. If the Town terminates this Agreement pursuant to this Section the Board shall be entitled, where applicable, to continue receiving regular Funding during the notice period.”

At this time, staff are requesting Council direction to provide six months advance notice to the Board of the Town’s intent to review the current terms of the Agreement following adoption of the 2027 Budget. Staff propose that review of the Agreement will occur in Q1 of 2027, in advance of the 2028 budget discussions. Doing so will allow for a new term of Council to assess the budget implications of the agreement that if automatically renewed will span the majority of it’s term.

The Library CEO has been advised of the proposed review process and noted the importance of maintaining sufficient certainty to support the Board's 2028 budget planning.

Providing notice of the Town's intent to review the Agreement does not constitute a decision to terminate the Agreement or to decline a future renewal. The purpose of the review is to evaluate the current terms of the Agreement and determine whether changes are necessary. Any proposed amendments, renewal decisions, or decisions regarding the continuation of the Agreement would be subject to future discussions.

E. Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

F. Environmental Impacts

None

G. Financial Impacts

There are no financial impacts at this time, but any future changes to the terms of the Agreement may have a financial impact to the Town.

H. In Consultation With

Jennifer Murley, Chief Executive Officer, Blue Mountains Public Library
Monica Quinlan, Director of Corporate & Financial Services
Corrina Giles, Town Clerk

I. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Adam Smith, Chief Administrative Officer cao@thebluemountains.ca.

J. Attached

1. Multi-Year Funding Agreement between the Town and The Blue Mountains Public Library Board dated September 30, 2021

Respectfully submitted,

Adam Smith
Chief Administrative Officer

For more information, please contact:
Adam Smith, Chief Administrative Officer
cao@thebluemountains.ca
519-599-3131 extension 234

MULTI-YEAR FUNDING AGREEMENT

("Agreement")

BETWEEN:

THE CORPORATION OF THE TOWN OF THE BLUE MOUNTAINS

(hereinafter referred to as the "Town")

and

THE BLUE MOUNTAINS PUBLIC LIBRARY BOARD

(hereinafter referred to as the "Board")

WHEREAS The Town has been asked by the Board to approve an amount of financial support to the Board in advance of setting its budget each year;

AND WHEREAS the financial support provided by the Town is to be used by the Board for its Purposes as further described herein;

AND WHEREAS the Town has agreed to provide the Board the requested financial support in accordance with the terms and conditions hereof;

NOW THEREFORE in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. Definitions

1.1. In this Agreement:

- 1.1.1.** "Amortization" means a non-cash amount that represents the portion of the historical cost of the municipality's tangible capital assets that is used up during the reporting period.
- 1.1.2.** "Annual Allotment" means a payment to the Board as defined in Section 3.3 of this Agreement.
- 1.1.3.** "Annual Budget" means the estimates of all sums required during the year for the purpose of the municipality.
- 1.1.4.** "Annual Surplus" means the difference between revenue and expense and does not include non-cash items such as Amortization or contributed assets.
- 1.1.5.** "BMPL" means The Blue Mountains Public Library which is a Gallery, Library, Archives and Museum.
- 1.1.6.** "Board" means The Blue Mountains Public Library Board, appointed by the Town of the Blue Mountains Council from time to time, and regulated by the Public Libraries Act. According to the Act, funds will be presented to the Board as the governing body of the organization.
- 1.1.7.** "Board Expansion Needs" means any new build for GLAM services offered by the BMPL, or expansion to either of the two home locations of the L.E. Shore Library in Thornbury or the Craigleith Heritage Depot in Craigleith.
- 1.1.8.** "Budget Variance Report" means the difference between the current budget and current revenue and expenses that are prepared monthly by the Town.

- 1.1.9. "Council" means elected municipal officials of The Corporation of the Town of The Blue Mountains.
- 1.1.10. "Fiscal Year" means January 1 to December 31.
- 1.1.11. "GLAM" means Gallery, Library, Archives and Museum and describes the comprehensive service model of The Blue Mountains Public Library.
- 1.1.12. "Interfunctional Transfers" means the costs associated with services that are provided by one division to another within the Town, using the Town's Interfunctional Transfer Policy POL.COR.20.04 as amended.
- 1.1.13. "Maintenance Expenses" means costs related to keeping the Town owned facilities in good condition.
- 1.1.14. "Memorandum of Understanding" means financial support and any part thereof provided by the Town to the Board under this Agreement and as described further in Section 3 of this Agreement.
- 1.1.15. "Own Source Revenue" means funding collected from outside third parties, including but not limited to user fees, grants, donations.
- 1.1.16. "Party" or "Parties" means either the Town or the Board.
- 1.1.17. "PLA" means the Public Libraries Act, R.S.O. 1990 c. P.44.
- 1.1.18. "Purposes" means those services, works, deliverables, project, plans and/or operations further described in Memorandum of Understanding between the Town and the Board (Appendix "A" attached hereto), and as revised from time to time by the Board.
- 1.1.19. "Reserve Account" means an account held and controlled by the Board for the holding of any monies not spent in any Fiscal Year of the BMPL.
- 1.1.20. "Tax Levy" means the annual general local municipal levy levied upon the whole assessment for real property. The tax levy is determined by Council annually based on the cost of public services and changes year over year.
- 1.1.21. "Termination" is defined in Section 6 of this Agreement.
- 1.1.22. "Town" means The Corporation of the Town of The Blue Mountains.
- 1.1.23. "The Blue Mountains Salary Grid" means the annual salary scale for Town and BMPL staff including full-time, part-time, students/youth, and cooperative education placements/interns.

2. Term

- 2.1. This Agreement shall be effective Sept 30, 2021 and shall commence application to the Fiscal Year 2022, being a Fiscal Year beginning on January 1, 2022.
- 2.2. The Board and Town hereby agree that either party to this Agreement may terminate the Agreement by providing to the other party with written notice of intent no less than six months prior to the beginning of the Fiscal Year for which the Termination takes effect.
- 2.3. This Agreement shall be for a three-year period and shall automatically be renewed for a further three-year period, provided that neither Party invoke Termination in accordance with Clause 2.2 of this Agreement.

3. Funding

- 3.1. The Town hereby agrees to provide the Board an Annual Allotment for the Purposes.
- 3.2. Annual Allotment will be distributed to the Board in accordance with the Memorandum of Understanding, found in Schedule A to this Agreement or as amended from time to time.
- 3.3. The Town agrees to provide an Annual Allotment to the Board, based on the Tax Levy of the proceeding year's Annual Budget of the Town.
 - 3.3.1. The Town agrees to provide six percent (6%) of the previous year's Tax Levy.
- 3.4. The Board and Town agree that the following will not be included in the Annual Allotment and will be held in separate Town Budget(s):
 - 3.4.1. Maintenance Expenses of the BMPL facilities;
 - 3.4.2. Interfunctional Transfers;
 - 3.4.3. Board Expansion Needs; and
 - 3.4.4. Amortization
- 3.5. The Town may choose to present the comprehensive expenses of the GLAM services in their Annual Budget and reports, including those exempted in clause 3.4.
- 3.6. The Board and Town agree that any Annual Surplus will be rolled over and held in a Reserve Account maintained and controlled by the Board;
- 3.7. In the event of a deficit as determined by a Budget Variance Report, the Board will fund such deficit from the Reserve or, alternatively, a loan that may be provided by the Town to the Board.
 - 3.7.1. The Board shall be obligated to apply to the Town for such a loan no less than ninety (90) days in advance of any needed loan advance.
- 3.8. The Board and Town acknowledge that there will be an eventual leveling of the Own Source Revenue of the Board as most services can not be charged for under the PLA.
- 3.9. The Board warrants that it shall carry out the Purposes in accordance with all applicable federal, provincial, and municipal laws, regulations, the Memorandum of Understanding, and by-laws related to any aspect of the Purposes.

4. Limitation on Use of the Funding

- 4.1. The Board agrees with the Town that the Funding shall only be used and expended for the Purposes and for no other reason.
- 4.2. Any requested changes pertaining to the Purposes made by the Board shall be subject to the Town's sole and exclusive discretion. Any agreed upon changes to the Purposes may be subject to additional terms or conditions in order to ensure proper expenditure of the Funding.
- 4.3. The Board shall inform the Town in writing of any under-spending of the Funding it has received upon request and within thirty (30) days of the termination and/or expiry of the Agreement and if requested by the Town, release back to the Town any unused/unapplied Funding.

5. Records and Reports

- 5.1. Records and Reports of the Board shall be in accordance with the Memorandum of Understanding.

6. Termination

- 6.1. Despite Section 2 hereof, the Town may, in its sole discretion, without liability, cost or penalty, and without prejudice to any other rights or remedies of the Town under this Agreement or at law or in equity, immediately terminate this Agreement and cancel payment of this Funding without advance notice to the Board if, in the opinion of the Town:
 - 6.1.1. The Board has knowingly provided false or misleading information regarding its Funding request or in any other communication with the Town;
 - 6.1.2. The Board breaches any term of this Agreement and, if permitted by the Town to remedy such breach, the Board fails to do so in the time afforded by the Town;
 - 6.1.3. The Board expends the Funding for any purpose or reason other than the Purposes;
 - 6.1.4. The Board unilaterally abandons the Purposes or any part thereof;
 - 6.1.5. The Board makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or is petitioned into bankruptcy, or files for the appointment of a receiver; or
 - 6.1.6. The Board ceases to operate.
- 6.2. If the Town terminates this Agreement pursuant to Section 6.1 above:
 - 6.2.1. Approval for the Annual Allotment shall be withdrawn;
 - 6.2.2. Unremitted Annual Allotment/instalments shall be cancelled; and
 - 6.2.3. In addition to any other remedies available to it under this Agreement, at law or equity, demand from the Board the release and return of Annual Allotment equal to amount remitted to the Board prior to the date of Termination together with any interests earned thereon.
- 6.3. Despite Section 2 and Section 6.1 hereof, the Town may also, in its sole discretion, without liability, cost or penalty, terminate this Agreement for any other reason by providing the Board six months advance notice of the end date of this Agreement. If the Town terminates this Agreement pursuant to this Section the Board shall be entitled, where applicable, to continue receiving regular Funding during the notice period.

7. Limitation of Liability and Indemnity

- 7.1. The Board agrees that the Town, its officers, employees and agents shall not be liable in any way for any incidental, indirect, special or consequential damages, injuries or any loss or use of profit of the Board arising out of or in any way related to this Agreement.
- 7.2. The Board shall indemnify the Town, its officers, employees and agents from and against all costs incurred as a result of a claim or proceeding relating to this Agreement, unless it was caused solely by the negligence or wilful act of the Town.

8. Miscellaneous

- 8.1. In the event that the Town adjusts The Blue Mountains Salary Grid, which includes BMPL employees, the Board may make a funding request to the Town pertaining to internal equity as required.
- 8.2. For clarity, despite the Annual Allotment that will be provided to the Board under and in accordance with the terms and conditions of this Agreement, nothing in this Agreement prohibits the Board from approaching the Town for other funding, operational, additions, or capital, for other Purposes.
- 8.3. If the BMPL requires funding that exceeds the Annual Allotment, a formal request to Council is required and will be included for consideration in the Town's Annual Budget.

9. Notices

- 9.1. Any notice or communication required to be given under this Agreement shall be in writing and may be served personally, or by Town email to the other party at the email or address provided below or at such other address as either party shall later designate to the other in writing. All notices shall be addressed as follows:

If to the Town:	CAO CAO@thebluemountains.ca The Corporation of The Town of The Blue Mountains 32 Mill St., PO Box 310 Thornbury, Ontario N0H 2P0
If to the Board:	Board Secretary On Behalf of The Blue Mountains Public Library Board LibraryCEO@TheBlueMountains.ca 173 Bruce St S., PO Box 580 Thornbury Ontario N0H 2P0

10. Counterparts

- 10.1. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

11. Survival

- 11.1. The provisions in Sections 4.3, 5, 7, and 9 shall survive termination or expiry of this Agreement.

12. Waiver

- 12.1. Any waiver of any failure to comply with any term of this Agreement must be written and signed by the Board or by the Town as the circumstances dictate. Each waiver must refer to a specific failure to comply and shall not have the effect of waiving any subsequent failures to comply.

13. Governing Law

- 13.1. This Agreement and the rights, obligations and relations of the Parties hereto shall be governed by and construed in accordance with the laws of the Province of Ontario.

14. Entire Agreement

- 14.1. This Agreement and its Appendices constitute together the entire Agreement between the Parties hereto on the subject matter hereof and supersedes all

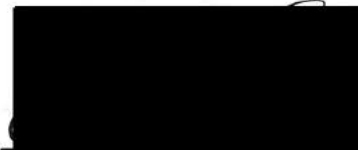
previous expectations, understandings, communications, representations, and Agreements, whether verbal or written, between the Parties with respect to the subject matter hereof and may not be modified except by subsequent agreement in writing by the Parties.

The Parties have executed this Multi-Year Funding Agreement on this 30 day of September, 2021.

THE CORPORATION OF THE TOWN OF THE
BLUE MOUNTAINS



Alar Soever, Mayor



Corrina Giles, Town Clerk

THE BLUE MOUNTAINS PUBLIC LIBRARY
BOARD



Maurice Pepper, Chair



Sabrina Saunders, CEO

APPENDIX A - PURPOSES

The Board is being supplied by the Town with Funding for the Purposes of providing the services of The Blue Mountains Public Library's GLAM within the Town, and particularly, to pay the costs related to the following expenses:

- i. Wages and benefits for the Board's employees;
- ii. Operational expenses of the Board; and
- iii. Minor Capital expenses of the Board.

The Funding shall be used for the aforementioned expenses provided they are incurred in relation to the Board providing the services as outlined within the 2018 Memorandum of Understanding (MOU) or subsequent MOU.

Board Meeting

Report To: The Blue Mountains Public Library Board
Report Name: ADM.26.14 Q2 Report
Date: July 16, 2026
Prepared by: Jennifer Murley, CEO

A. Recommendations

THAT this Board receive the staff report ADM.26.14 entitled “Q2 Report” as information.

B. Background

Quarterly, the Board receives an operational report that assesses performance against strategic and annual priorities. The report includes statistical data, community impact highlights, and a themed spotlight summary.

At the Boards May request, additional analysis has been provided.

C. Executive Summary

The second quarter of 2026 demonstrated continued progress across all three strategic pillars. Community engagement remained strong, digital services continued to expand, and significant milestones were achieved in advancing the Board's strategic priorities.

Highlights include:

- **Community Hubs:** Library visitation increased 12% over Q1, cardholder growth continued, and demand for community space remained strong, reinforcing the need for future facility expansion. Council endorsed proceeding with the next phase of facility planning.
- **Empowering Services:** BMPL delivered 210 programs to nearly 5,000 participants, while digital circulation, Museum & Archive engagement, and community visibility all increased significantly. Consultation for the 2027–2037 Strategic Plan is now complete.
- **Organizational Excellence:** Long-term financial governance planning was initiated by the Finance Working Group. There were no incidents involving respectful public interactions or injuries that occurred during the quarter.

Overall, performance indicators demonstrate that the organization remains on track to achieve its 2026 Annual Plan while continuing to respond to community growth and evolving service needs.

D. Key Issues for Board Awareness

The report identifies several trends that will continue to require Board attention:

- Demand for meeting and community space continues to exceed available capacity, supporting the Board's long-term facility planning priorities.
- Digital services and online cultural resources continue to experience sustained growth, reinforcing the importance of ongoing investment in digital infrastructure and collections.
- Public computer and Wi-Fi use declined compared with the previous year; however, maintaining equitable access to technology remains a core public library service.

E. Attachments

Please see the Q2 report attached.

Respectfully Submitted,

Jennifer Murley, CEO
LibraryCEO@TheBlueMountains.ca
519-599-3681 extension 148

Quarterly Report

Q2 2026



Plan Overview

2022-2026 Strategic Plan

Strategic Pillar	Strategic Goals	Strategic Priorities
COMMUNITY HUBS	Provide spaces to connect, explore, and create.	• Social connectedness & belonging • Multi-use spaces & outreach services • Technologically connected spaces
EMPOWERING SERVICES	Deliver a service model that reaches those who live, work, and play in the TBM.	• Provide GLAM programs, services, & collections • Support 21st Century Literacy • Expand the Virtual branch
ORGANIZATIONAL EXCELLENCE	Grow BMPL as a key partner and community resource	• Be an employer of choice • Expand financial opportunities • Be a steward of transparency and accountability, [environmental sustainability] • Be a key partner with the Municipality

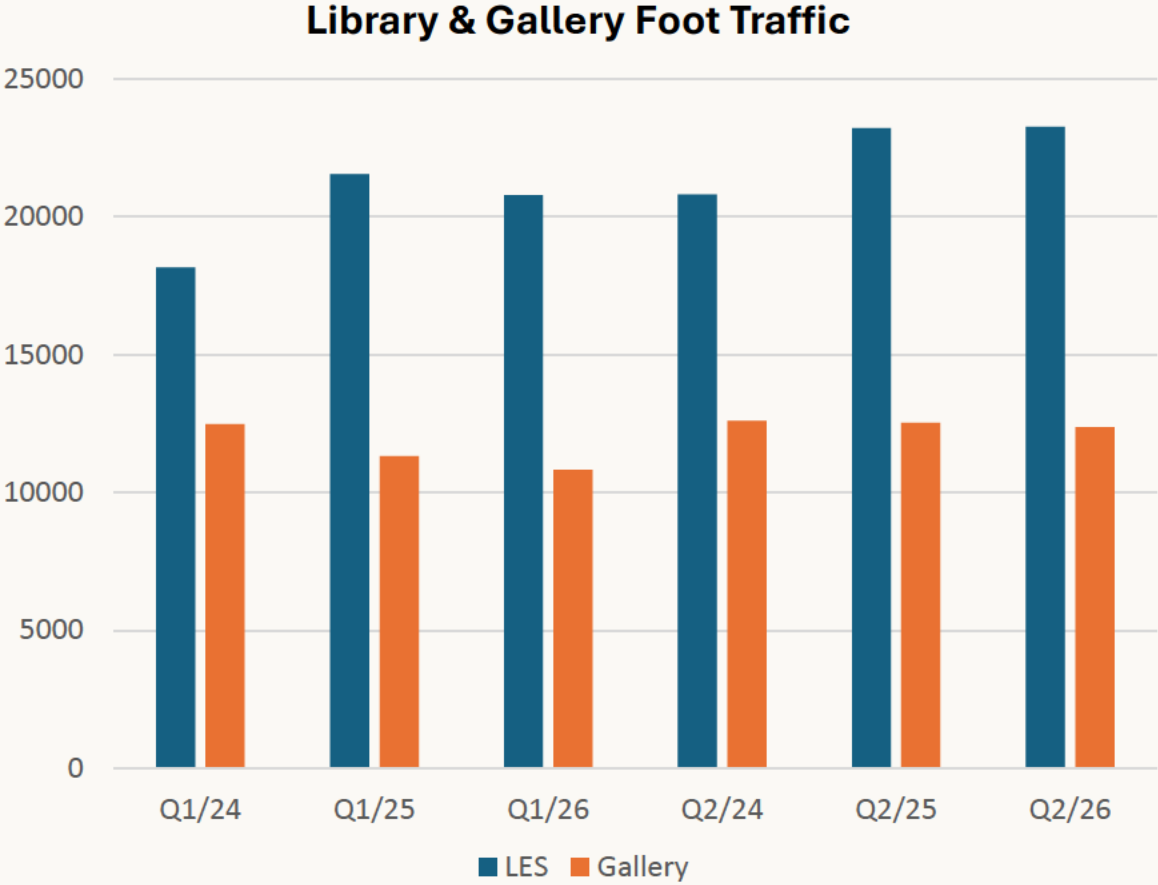
2026 Annual Plan

Strategic Pillar	2026 Goals	Key Results
COMMUNITY HUBS	Ensure BMPL keeps pace with growth and community needs	• L.E. Shore Memorial Library & Gallery facility direction secured
EMPOWERING SERVICES	Strengthen awareness and support of the BMPL's role in the community	• 10-Year Strategic Plan completed and adopted • Equitable access to welcoming community space preserved
ORGANIZATIONAL EXCELLENCE	Enhance organizational resilience and governance continuity	• Election year readiness achieved • Long term financial governance framework established • Supported, engaged, and well-equipped workforce sustained

Reporting Routines

Strategic Priority & Goal	What we measure	How we measure it	Reporting Cadence
COMMUNITY HUBS	Visitors and Card holders Building Capacity & Condition	Traffic Counts # of Card Holders Space Utilization Existing Space vs. % Recommended by the ARUPLO	Quarterly/Annually Quarterly/Annually Quarterly/Annually Annually
EMPOWERING SERVICES	Services & Usage Community Impact	Programs & Participation Media Metrics Survey Satisfaction Emotional Affiliations	Quarterly/Annually Quarterly/Annually Annually Annually
ORGANIZATIONAL EXCELLENCE	BMPL Participation with Town and Community Employee Satisfaction Employee Safety Financial Resilience	Self Reporting Employee Surveys Incidents Financial Reports & Audits	Quarterly/Annually Annually Quarterly/Annually Quarterly/Annually

Quarterly Performance Measures: Community Hubs

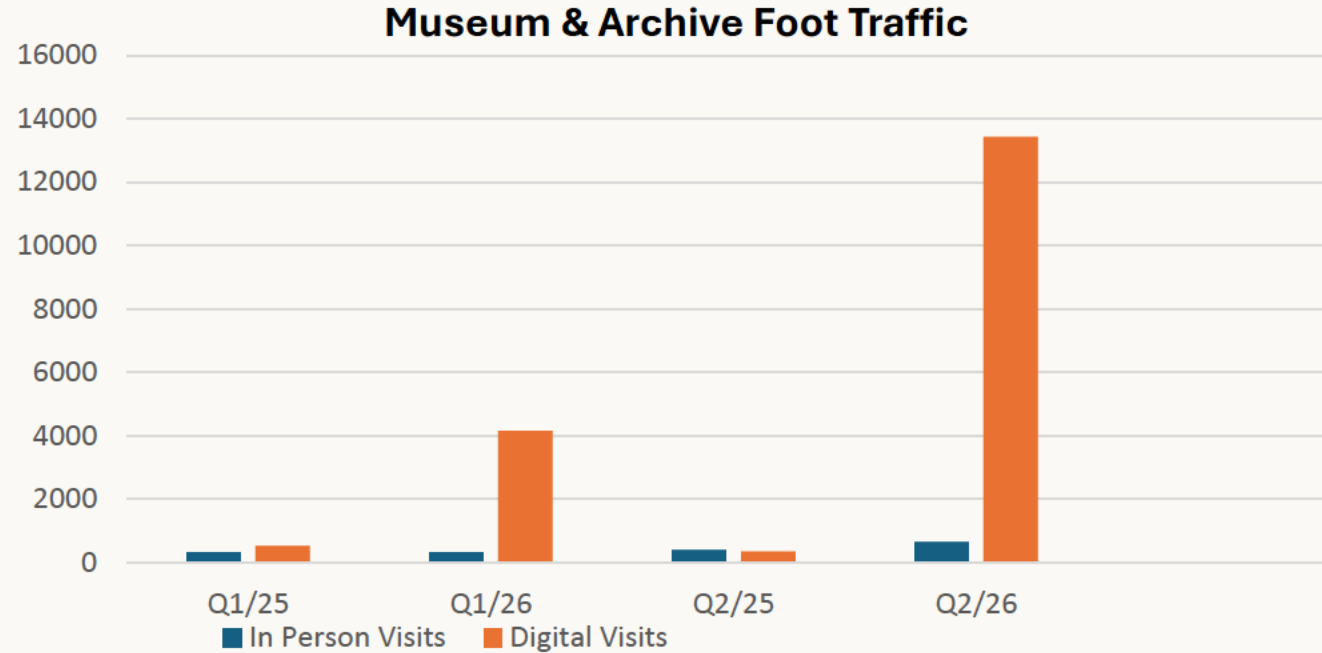


Card Holders	2025 Total	Q1 2026	Q2 2026
Net Total	5085	5168	5280
% of TBM Population (9390)	54.2%	55%	56.7%
# of New Cardholders	515	103	143

Q2 Key Insights:

- New people counters were installed at LES on June 12. In-person stats for this report combined the data from the old and new systems.
- **LES Foot Traffic:** Foot traffic increased to **23,256** visits in Q2, up **12%** from Q1 and consistent with Q2 2025.
- **Gallery Foot Traffic:** The Gallery welcomed **12,383** visitors in Q2, up **14%** from Q1 and in line with Q2 2025, demonstrating stable year-over-year visitation.

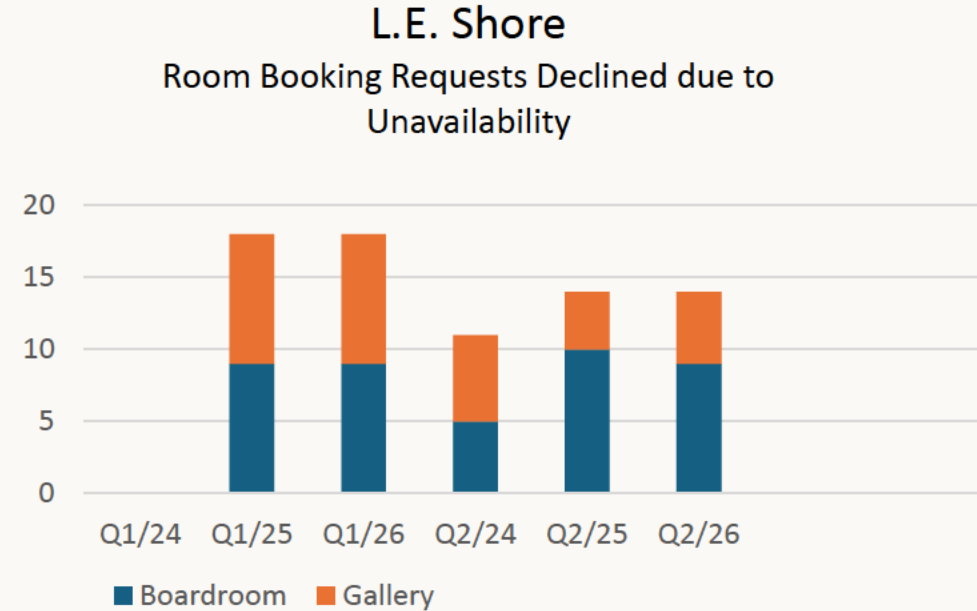
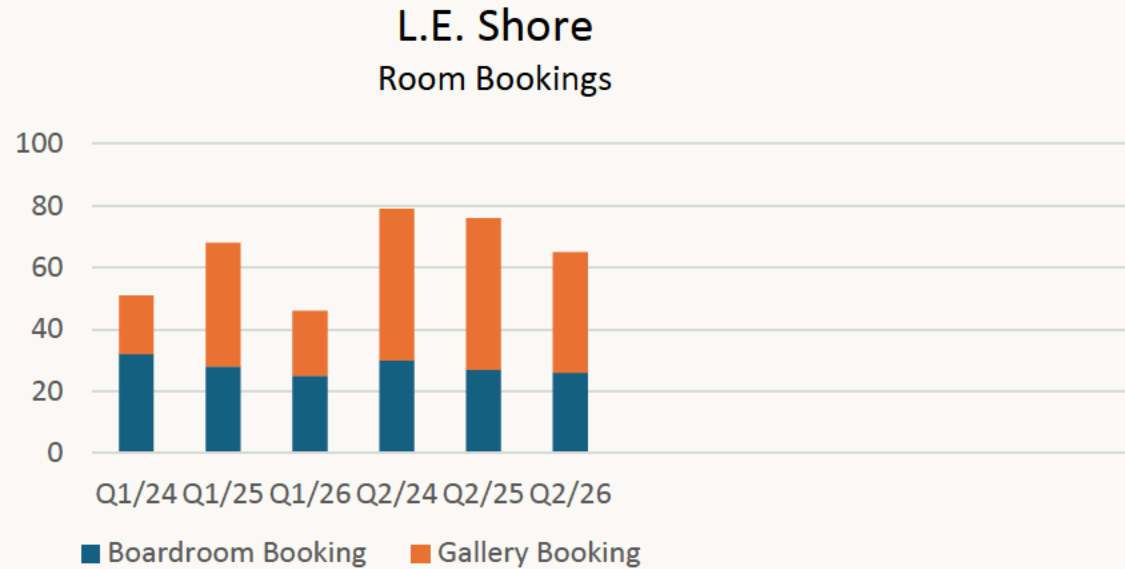
Quarterly Performance Measures: Community Hubs



Q2 Insights:

- **In-person visits:** Summer hours began on May 20, contributing to the notable increase in foot traffic compared to Q1 2026.
- **Digital Visits:** Previous reporting only captured visits to an exhibit's main anthology page. Following a recent reporting enhancement by Biblioboard, staff can now track both overall anthology visits and engagement with individual exhibit items. This provides a more accurate picture of how users interact with our online exhibits. As a result, 2026 digital visits appear significantly higher than 2025, as the previous reporting method did not count users who accessed an exhibit directly through an individual item rather than the main exhibit page.

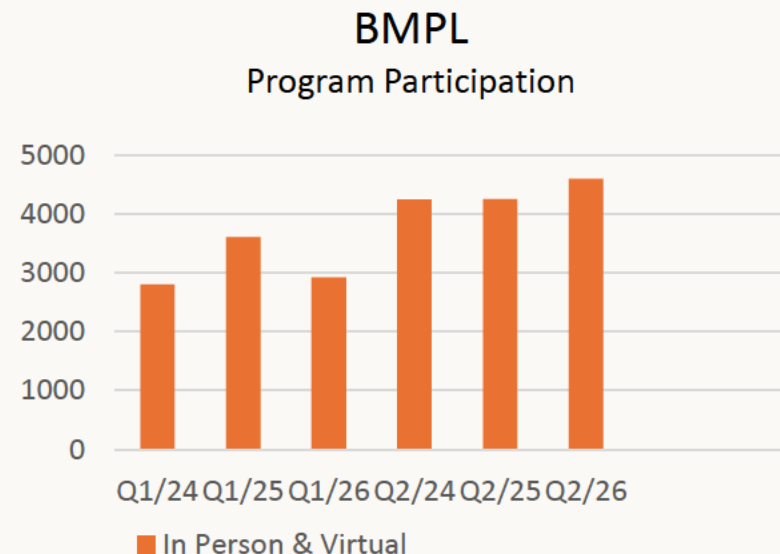
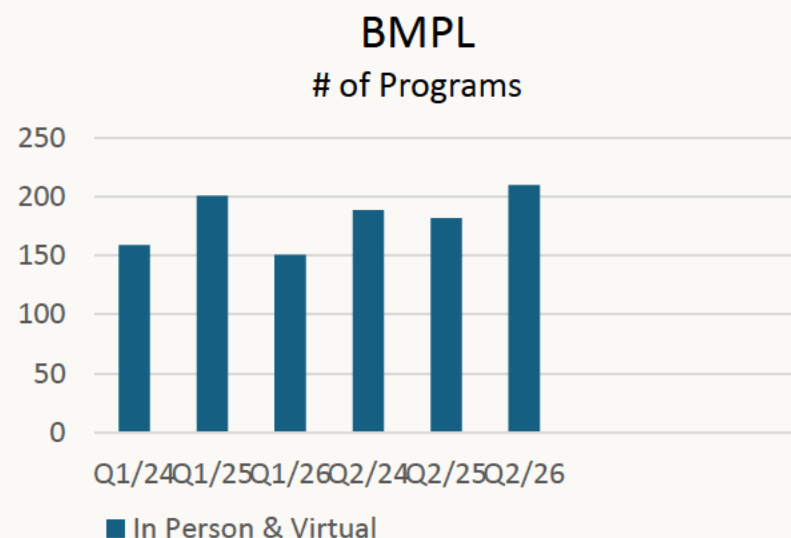
Quarterly Performance Measures: Community Hubs



Q2 Key Insights:

- **Room Bookings:**
 - Total room bookings remain steady in comparison to Q2 2025, despite ongoing washroom renovation.
 - Room booking requests continue to be declined due to lack of available space.

Quarterly Performance Measures: Empowering Services



Q2 Key Insights:

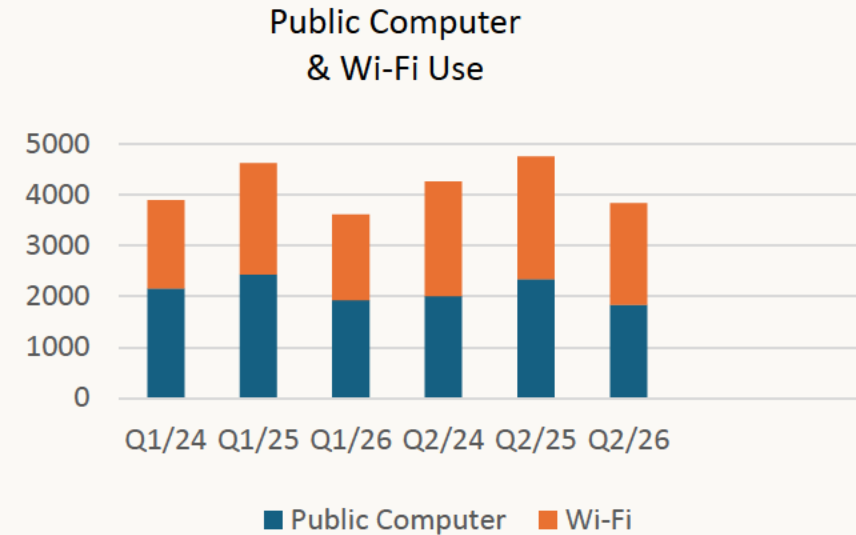
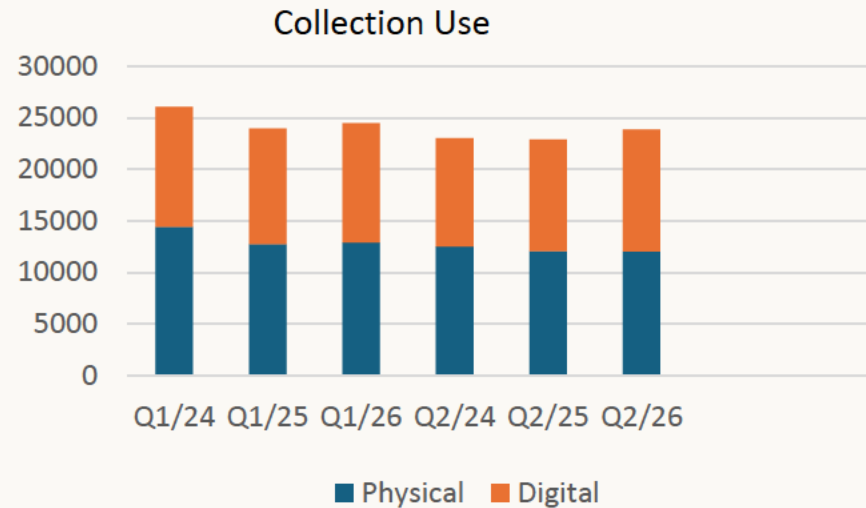
- **Programs & Participation**

- **Continues to trend upward over the past three years.**

- BMPL delivered 210 programs to 4,954 participants in Q2 2026, compared to 200 programs and 4,249 participants in Q2 2025, and 189 programs and 4,243 participants in Q2 2024. This represents an **11.1% increase in programs** and a **16.8% increase in attendance over 2024**, demonstrating sustained growth in community engagement. **Notably, the number of programs increased by 5% over Q2 2025.**
 - Participation **grew by approximately 17%**, driven by strong attendance at author talks, cultural events, early literacy initiatives, and children's programming. Declines in class visits, senior and teen participation, and community events were largely attributable to external factors, including school participation changes, a temporary pause in Seniors Fitness, and the Rainbow Party shifting from Q2 to Q3. Despite these impacts and ongoing renovation-related space constraints, overall participation continued to grow.

Quarterly Performance Measures: Empowering Services

Service Usage



Q2 Key Insights:

- Collection Use

- Overall circulation remained stable, with physical circulation holding steady at 12,041 (-0.2% from Q2 2025) while digital borrowing continued to grow to 11,795 (+9.1% from Q2 2025 and +12.6% from Q2 2024), reflecting sustained demand for digital collections.
- Public computer and Wi-Fi use declined in Q2 2026, with computer sessions down 21.6% and Wi-Fi sessions down 16.9% compared to Q2 2025. Despite strong in-person visitation, this may reflect increased use of personal devices and remote access to digital services. Staff will continue to monitor these trends; however, providing free public computers and Wi-Fi remains a core library service and an important part of ensuring equitable access to information and technology.

Quarterly Performance Measures: Empowering Services

Museum & Archive

Cultural Map	2025 Total	Q1 2026	Q2 2026	Archival Items Digitized	Q1 2026	Q2 2026
New Sites Added	38	14	9	# of items	104	1137
Views	525	258	496			

Media Metrics

Visibility	2025 Total	Q1 2025	Q1 2026	Q2 2025	Q2 2026
Social Media Reach	30,330	5,767	50,780	8,819	96,805
# of Media Mentions/Articles	36	4	35	7	40

Q2 Key Insights:

- **Cultural Map**
 - Nine new cultural sites were added in Q2 2026, bringing the year-to-date total to 23 sites (61% of the 2025 annual total). Cultural Map views increased from 258 in Q1 to 496 in Q2 (+92%), supported by promotion at community events such as Open Doors, Multicultural Day, and the Volunteer Fair, where staff highlighted Museum & Archive resources.
- **Archive Items Digitized**
 - A total of 1,137 archival items became publicly accessible online in Q2, compared to 104 in Q1 (+993%). This increase reflects the launch of the new Museum & Archive online catalogue, the final phase of the transition from Past Perfect to Catalog It. The new platform made a large number of previously inaccessible digitized objects available to the public, and quarterly totals are expected to remain higher as additional collections are added.
- **Media Metrics**
 - Social media reach increased from 50,780 in Q1 2026 to 96,805 in Q2 2026 (+91%) and has already exceeded three times the total reach achieved in all of 2025. The GLAM was also featured in 40 media mentions and articles in Q2, up from 35 in Q1 2026 (+14%) and seven during the same period in 2025. These results reflect strong community engagement and increased visibility driven by seasonal programming, events, and ongoing media interest in Library, Gallery, Museum, and Archive initiatives.

Quarterly Performance Measures: Organizational Excellence

Incident Reports (Health & Safety, Respectful Public Interactions)

2024 Total	2025 Total	Q1 2026	Q2 2026
17	8	1	1

Key insights from Q2 2026

- ✓ **No incidents** regarding respectful public interactions
- ✓ **No major injuries** or time lost claims
- ✓ Worker Health & Safety Rep Ashley completed JHSC recertification and additional training including Grey County’s The Working Mind mental health awareness program.
- ✓ One incident report citing concerns about the concrete dust produced during the washroom renovation. An anonymous complaint was also filed with the Ministry of Labour. Following an investigation, there were **no orders issued**.

2026 Action Plan: Quarterly Review

Pillar	Key Results
COMMUNITY HUBS	Ensure BMPL keeps pace with growth and community needs
	1. L.E. Shore Memorial Library & Gallery facility direction secured

Q2 Summary

In Q2, the Board received endorsement from Council to move forward with the next phase of expansion: design and approval to immediate access development charges for this purpose.

2026 Action Plan: Quarterly Review

Pillar	Key Results
EMPOWERING SERVICES	Strengthen awareness and support of the BMPL's role in the community
	1. 10-Year Strategic Plan completed and adopted
	2. Equitable access to welcoming community space preserved

Q2 Summary

In Q2, the Board and staff made significant progress toward completing its new 10-year Strategic Plan while continuing to foster welcoming and inclusive community spaces. In May, the Strategic Planning Steering Committee presented a report to the Board summarizing consultation findings, the updated environmental scan, and community profile. In June, the Committee hosted a Strategic Planning Workshop facilitated by Jamie Hardie, bringing together the Board, staff, and members of the Arts & Culture Council to further shape the plan, explore the organization's identity and unique voice, and strengthen collaboration across the GLAM. The facilitator's final report will inform the draft Strategic Plan to be presented to the Board in September.

Supporting the BMPL's commitment to equitable access and belonging, staff also hosted a Portuguese Storytime, participated in the Town and YMCA's Multicultural Celebration at Moreau Park, and welcomed Nova Nicole to lead a community conversation on inclusion and belonging. Together, these initiatives helped strengthen community connections and reinforced the BMPL's role as a welcoming space for everyone.

2026 Action Plan: Quarterly Review

Pillar	Key Results
ORGANIZATIONAL EXCELLENCE	Enhance organizational resilience and governance continuity
	1. Election year readiness achieved
	2. Long term financial governance framework established
	3. Supported, engaged, and well-equipped workforce sustained

Q2 Summary:

Throughout Q2, the CEO continued working with Town staff to initiate the 2025 financial audit. The Board's Financial Working Group met to establish priorities and begin developing a financial framework and reserve policy to support the BMPL's long-term financial sustainability. The CEO also participated in initial discussions with the CAO regarding the Board's Multi-Year Financial Agreement, which will be revisited in the new year. To strengthen organizational capacity, the BMPL's Health and Safety Worker Representative completed her Joint Health and Safety Committee (JHSC) recertification, staff participated in the Ontario Library Association's *Digital Odyssey* professional development program, and the CEO completed the third *Advancing Public Library Leadership* intensive, with a focus on HR oversight and emerging workforce trends, media relations, and Library Board recruitment.

Spotlight on Culture in Action

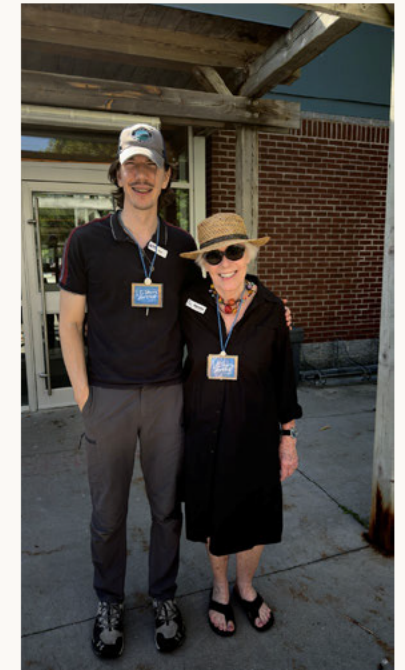
Q2 2026 showcased the GLAM's commitment to making arts, culture, and heritage accessible through meaningful community experiences.

Museum staff led the first **Open Doors: A Spring Heritage Tour**, welcoming **335 participants** to local heritage and natural sites while providing free access to experiences that celebrated our community's history. The event received overwhelmingly positive feedback, including from a family whose son discovered a rare graptolite fossil, an experience they described as "life-changing."

Building on this momentum, the inaugural **L.E. Shore Artist of the Year** competition celebrated local artistic talent in partnership with the Arts & Culture Council, while Spanish and Portuguese Storytimes created welcoming opportunities for multilingual families to connect through language and literacy. Staff also participated in the Town and YMCA's **Multicultural Day**, promoting the Museum & Archive's digital resources, including the Cultural Map, to new audiences.

Behind the scenes, Museum staff continued investing in future cultural initiatives by visiting the **McMichael Art Gallery** to learn about the development of Indigenous gardens. The knowledge gained will help inform plans for the Museum & Archive's own Three Sisters garden in collaboration with the Daughters of Aaatenstic Indigenous Advisory Council, supporting Reconciliation and strengthening community partnerships.

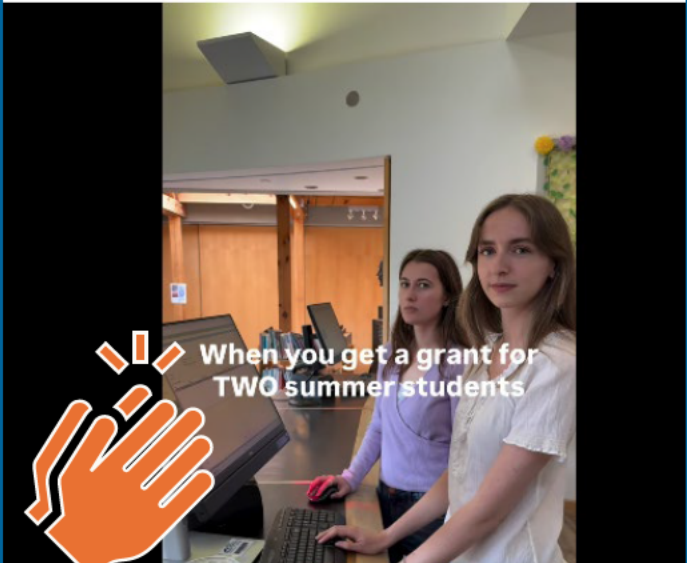
Together, these initiatives expanded access to arts and heritage, celebrated cultural diversity, and strengthened the BMPL's role as a vibrant community hub.



Patron Feedback, Stories, and Digital Engagement

The Blue Mountains Public Library
Published by Instagram · June 4 · 🌐

We were lucky enough to get a grant for 2 summer students this year, meet Lily and Cadence!



When you get a grant for TWO summer students



Elizabeth McCullam
Welcome. Enjoy your experience.
4w · Like · Reply · Hide · 1 🌟

Kari Scheifele
Hooray for Cadence and Lily!
4w · Like · Reply · Hide

Donna Wilson
Yah Cadence!
4w · Like · Reply · Hide

Kaylin Martin
Love this!
5w · Like · Reply · Hide

Maureen Munden
Love these videos.
5w · Like · Reply · Hide

Cherie L Diaz

goldsmithsmarket 5w · ❤️ by author
Any job can be a two person job if you try hard enough!!! 🤔

wildbaby.ca 5w · ❤️ by author

maggiegiles_ 5w · ❤️ by author
Perfection!!!

groundedwithhorses 5w · ❤️ by author

The Blue Mountains Public Library
Published by Instagram · May 24 · 🌐

Guess how many checkouts each staffer has had since 2019 when we started our system over!! 🤔
Stay to the end to find out who looked before I started filming 🤔



margierow This is super cute ❤️
6w · 2 likes · Reply

backtotheyarn Oh wow! This so fun. Maya would love to do this. ❤️
6w · 9 likes · Reply

lunchie59 You guys are soooo cute! 🥰
6w · 4 likes · Reply

stevehydesh11111 🥰🥰🥰🥰🥰
5w · 1 like · Reply

Ellen Anderson
There's a reason I love the library other than the wonderful art or books, etc. It's the incredible staff! 🥰🥰 thanks
6w · Like · Reply · Hide · 2 🌟

The Blue Mountains Public Library
Thank you Ellen 🥰
6w · Like · Reply

Hazel Milne
Well done...great marketing!
6w · Like · Reply · Hide · 2 🌟

Lucille Burgess
Way to go Sam.
6w · Like · Reply · Hide · Edited · 1 🌟

Ann Clayton-Gorton
You guys are so cute!
6w · Like · Reply · Hide · 1 🌟

Andrea Ronkai
so fun!!
6w · Like · Reply · Hide · 1 🌟



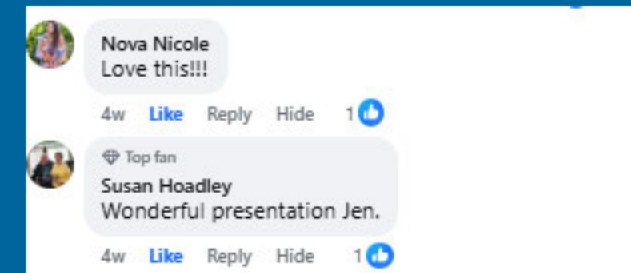
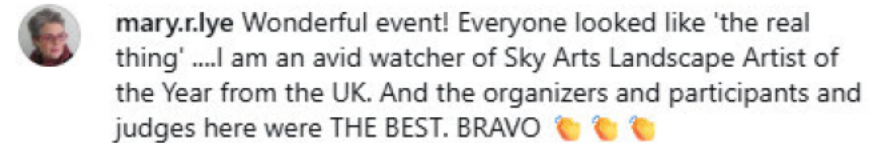
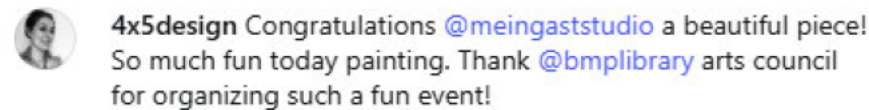
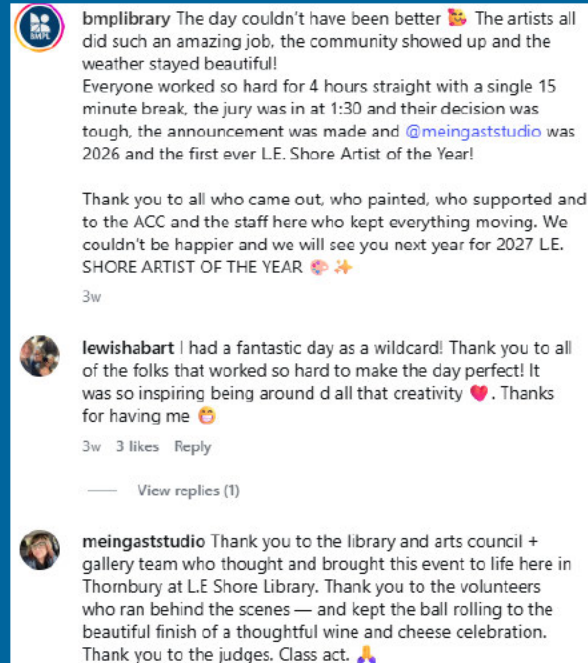
Karen James
Thank you for this beautiful shout-out. We are so lucky to live in this wonderful community and I'm so grateful for The Blue Mountains Public Library. Thank you all for your love and support. ❤️



Patron Feedback, Stories, and Digital Engagement



Susan Meingast



Patron Feedback, Stories, and Digital Engagement



bmplibrary Open Doors happened yesterday and it was the best way to experience our shared history here is The Blue Mountains 📍 we had such a great time.

I think the consensus was clear from the team though, hearing your memories and stories when you entered these locations is what made Open Doors so incredible!

Thank you to all who came out and stopped at all 6 locations! We bopped around beautiful back roads, had a great lunch from the @ravennacountrymarket and captured as much of each amazing location as possible 📸 a big thank you to all our staff and volunteers for coming out on a Sunday! And a big big thank you to the ladies at the Kennedy House for opening your private residence and sharing your families story with us ❤️

Which doors are we going to open in 2027? Have any recommendations let us know in the comments!

4w



backtotheyarn This was so great! I went to two of the locations and learnt some local history too. Thanks @bmplibrary ❤️

4w 1 like Reply

— View replies (1)



waynecorp1 ❤️ awesome!

4w 2 likes Reply



elleshaw1947 That was great Allie. Thanks for sharing it. I especially loved Annie's greeting at the door. Xo

4w Reply



Brenda Shortt Potts
Blue Mountains public Library is great !



Hazel Milne
Awesome job BMPL with bringing so many interesting things to Town!



Neil Kearns
This is so great....best news story!!! Congratulations to the contestants

8w Like Reply Hide



Colleen Wolski
Thanks for hosting. We are already looking forward to next year!!

8w Like Reply Hide



Carmen Cox
My daughter LOVED this so much! She would love to do something similar in the summer if that was a possibility 🙌



Sarah Arnesen
We love you SO much Kobe!!
Thank you The Blue Mountains Public Library for running this program and bringing the sweetest kitty into our lives!!! ❤️



Sabrina Redwing Saunders
Love this Team!



Chris Clark
Great idea!



Ann Hahn
Great show, lots of beautiful paintings to admire or purchase!



bmplibrary On Saturday we hosted @harrietalida for a book launch of her third novel, Motherclown! It was such a great afternoon, Harriet read from the novel and then had an engaging conversation with @katiezdybel both about the meaning behind the book as well as some fun light hearted questions! We love that Harriet's favourite place to write is at her local library 📖 ✨

Thank you to all who came, especially to our favourite local book seller @jessicasbooks, it was a perfect afternoon!

Edited · 2w



harrietalida Love that you made this! Fun! Thank you for a perfect afternoon. ❤️

2w 1 like Reply



ruthparent Just finished your book Mother Clown! Loved it! Thank you @alison@milne for gifting it to me ❤️



Q2 2026

Board Meeting

Report To: The Blue Mountains Public Library Board
Report Name: GOV.26.03 Strategic Planning Steering Committee Report-July
Date: July 16, 2026
Prepared by: Jennifer Murley, CEO

A. Recommendations

THAT the Blue Mountains Public Library Board receives this report for information.

B. Background

In February 2026, the Strategic Planning Steering Committee launched a comprehensive consultation process to inform the development of the Board's next 10-Year Strategic Plan (2027–2037).

The consultation was designed to:

- Engage a broad range of stakeholders, including non-users;
- Identify barriers, emerging needs, and future opportunities;
- Strengthen alignment with municipal priorities; and
- Ensure Inclusion, Diversity, Equity, and Accessibility (IDEA) and Truth and Reconciliation (TRC) principles were reflected throughout the planning process.

This work builds upon the updated Environmental Scan, Community Profile, previous planning work, operational experience, and emerging sector trends.

With the completion of the agricultural survey and Strategic Planning Workshop facilitated by Hardie and Company, all consultation activities have now been concluded.

C. Consultation Activities and Status

The consultation process combined broad community engagement with targeted stakeholder consultation. The chart below illustrates the activities, audience, purpose of each, and status:

Activity	Audience	Purpose	Status
Youth Engagement Workshop	Students (GBCS + Grade 8)	Understand youth needs, space, programming, access	Complete (40+ participants)

Activity	Audience	Purpose	Status
Community Survey	Residents, non-users, seasonal users	Identify priorities, barriers, future needs	Complete (~150 responses)
Community Partner Survey	Organizations	Understand partnership needs and capacity	Complete (12 organizations)
Staff Survey	GLAM Staff	Operational insights, internal barriers, future vision	Complete (14 responses)
Municipal Survey	Town Staff & Council	Alignment with municipal priorities	Complete (29 responses)
ACC Focus Group	Arts & Culture Council	Gallery + arts ecosystem insights	Complete
Agricultural Survey	Agricultural community	Place-based insights	Complete (5 businesses)
ACC, Board, Staff Workshop (In-Person)	GLAM Staff	Validate findings and strategic directions	Complete (20 participants)

D. Key Findings

Although each engagement group identified unique priorities, several themes consistently emerged across the consultation:

The BMPL is more than a Library.

Participants consistently described BMPL as a community hub where people gather, create, learn, connect, and belong. The integrated Gallery, Library, Archives and Museum (GLAM) model was widely recognized as one of the organization's greatest strengths and a key differentiator.

Community connection matters.

Across every consultation activity, participants reinforced the importance of welcoming public spaces that foster belonging, creativity, collaboration, and lifelong learning. The concept of BMPL as a trusted "third place" was consistently supported.

The community is changing.

Consultation findings reinforced many of the trends identified in the Environmental Scan and Community Profile, including:

- Continued population growth and evolving community needs;
- A changing demographic profile, including more families, newcomers, seasonal residents, and visitors;
- Rapid technological change, including the growing influence of artificial intelligence;
- Increasing demand for trusted information, digital literacy, and welcoming community spaces;
- The importance of preserving local culture and identity as the community grows and develops; and
- The need for stronger partnerships and flexible service delivery to meet the needs of a growing and geographically dispersed community.

These trends reinforce the need for flexible spaces, accessible services, lifelong learning opportunities, strategic partnerships, and community connection to ensure BMPL remains responsive to the evolving needs of residents, seasonal populations, and visitors over the next decade.

Barriers to access are evolving.

Participants across nearly every engagement activity identified barriers that extend beyond traditional access to library services. While awareness of BMPL is strong, respondents highlighted challenges related to space, time, communication, and accessibility.

Common themes included:

- Limited flexible space for quiet study, meetings, collaborative work, and larger community gatherings.
- Difficulty accessing programs due to work schedules, transportation, or geographic distance, particularly for seasonal workers and residents outside Thornbury.
- A need for clearer communication about programs, services, and the full scope of BMPL's integrated GLAM offerings.
- Growing demand for digital access, technology support, and welcoming spaces that meet the needs of people of all ages, abilities, and backgrounds.

These findings reinforce the importance of expanding outreach, strengthening communication, investing in flexible spaces, and ensuring services remain accessible both within and beyond BMPL's physical locations.

BMPL needs a clearer identity and more consistent presence.

While participants consistently expressed strong support for BMPL and the services it provides, consultation revealed that many people are not fully aware of the breadth of programs, services, and experiences available through the integrated Gallery, Library, Archives, and Museum (GLAM).

Across the community, staff, municipal, partner, agricultural, and Brand Alignment Workshop consultations, participants emphasized the importance of communicating a clearer and more consistent organizational identity. Rather than being viewed solely as a traditional library, BMPL is increasingly recognized as a trusted community hub where people connect, learn, create, explore local history, experience arts and culture, and build community.

Participants also encouraged BMPL to move beyond traditional library language and more intentionally reflect its unique integrated GLAM model throughout its spaces, services, programming, partnerships, and communications. Staff similarly noted that the current Strategic Plan could describe almost any cultural institution and recommended placing greater emphasis on BMPL's distinctive identity and long-term aspirations.

Collectively, these findings suggest that BMPL's greatest opportunity is not to redefine its purpose, but to communicate that purpose more clearly, consistently, and confidently. This theme has been given significant weight in developing the proposed strategic framework.

E. Draft Strategic Framework

Based on all the work to date, the Committee has drafted the following:

Draft Mission Statement

We inspire curiosity, strengthen community, and create meaningful experiences that connect people with knowledge, art, culture, and one another.

Draft Vision Statement

Be the welcoming place where curiosity has no limits, culture comes alive, and community thrives.

Draft Values

1. **Curiosity:** We encourage questions, creativity, exploration, and lifelong learning.
2. **Belonging:** Everyone is welcomed, respected, and represented.
3. **Discovery:** We embrace new ideas, challenge assumptions, and continuously evolve.
4. **Integrity:** We champion intellectual freedom, stewardship, transparency, and trust.
5. **Collaboration:** We build stronger communities through partnerships and shared experiences.

Draft Strategic Pillars

1. Welcoming Spaces

Create welcoming spaces where everyone belongs.

Focus: Position BMPL as a community "third place" by creating welcoming physical, digital, and outreach spaces that foster connection and belonging. This pillar also supports accessibility, IDEA, community partnerships, and future facility expansion.

2. Inspire Discovery

Ignite lifelong learning, creativity, exploration, and intellectual freedom.

Focus: Advance learning through collections, programming, digital literacy, artificial intelligence, emerging technologies, creativity, and the protection of intellectual freedom.

3. Celebrate Culture

Preserve, share, and grow the arts, culture, archives, history, and diverse voices that define our community.

Focus: Strengthen the integrated GLAM model by supporting arts and culture, local history, archives, museums, Truth and Reconciliation, and diverse community perspectives.

4. Build Tomorrow

Strengthen the organization to meet the needs of a changing community.

Focus: Invest in people, partnerships, technology, facilities, financial sustainability, innovation, climate resilience, and organizational excellence to ensure BMPL remains responsive and resilient over the next decade.

F. Next Steps

The Committee will continue refining the Strategic Plan throughout August. The first draft of the 2027–2037 Strategic Plan will be presented to the Board for feedback at its September 17, 2026, meeting.

On behalf of the Strategic Planning Steering Committee,

Jennifer Murley, CEO

LibraryCEO@TheBlueMountains.ca

519-599-3681 extension 148

Appendix A

Upcoming Milestones

Date	Who	Milestone	Status
July 16, 2026	Board	Verbal Committee update received.	
September	Committee	Draft 1 Strategic Plan and draft 2027 action plan completed.	Meeting date TBD.
September 17, 2026	Board	Review V1 of draft Strategic Plan and 2027 Action Plan	
October, 2026	Committee	V2 of draft Strategic Plan and Q1 2027 Action Plan approved.	Meeting date TBD.
October 15, 2026	Board	V2 of draft Strategic Plan and Q1 2027 Action Plan reviewed.	
November, 2026	Committee	Approve final Strategic Plan and Q1 2027 Action Plan.	Meeting date TBD.
November 19, 2026	Board	2027-2037 Strategic Plan and Q1 2027 Action Plan approved.	

Appendix B

Updated Consultation Findings

Agricultural Community Survey – Online Survey

Facilitated by: Library CEO, Strategic Planning Steering Committee

Audience: Agricultural Community

Date: April 10-June 4

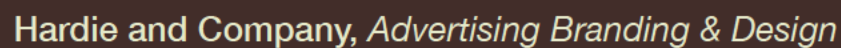
Attendance Insights: 5 completed surveys (*request was one response per business)

	Key Insights
How they Experience GLAM Spaces	- Awareness and use of traditional library services (books, programs, and exhibits) varied considerably. - Those already engaged reported using a broad range of services, while others had limited awareness beyond core library offerings.
Key Barriers to visit or online use	- Seasonal workers often have limited availability due to long work hours and seven-day work weeks. - Many reported their agricultural operations have few employees, making traditional workplace outreach less effective.
Priorities for services & resources	- Practical, locally relevant information (programs, hours, costs and community resources). - Reading and learning supports for seasonal workers. - Welcome information for newcomers and seasonal workers.
Perception of BMPL as 'third place'/ trusted information source	Respondents viewed BMPL as a potential community partner and trusted source of information, particularly through outreach materials, welcome packages and information sharing with seasonal workers.
Insights on EDI and Indigenous perspectives	While Indigenous perspectives were not raised directly, several respondents emphasized the importance of understanding the needs of seasonal agricultural workers before designing services or outreach.
Future needs/career-related perspectives	Opportunities exist to strengthen partnerships with the agricultural sector through targeted outreach, multilingual information, welcome packages and resources that support both employers and seasonal workers.

Strategic Planning Workshop – In-Person Led by Hardie and Company**Facilitated by:** Hardie and Company**Organized by:** Strategic Planning Steering Committee**Audience:** Library Board, Library Staff, Arts & Culture Council**Date:** Wednesday, June 24, 2026**Attendance Insights:** 20 participants

	Key Insights
How they Experience GLAM Spaces	- Participants see BMPL as much more than a traditional library, valuing its integrated Gallery, Library, Archives and Museum (GLAM) model as a unique community asset. - The organization is viewed as a place that fosters creativity, curiosity, connection and belonging.
Key Barriers to visit or online use	The greatest barrier identified was not access to services, but the use of generic language that doesn't clearly communicate BMPL's unique identity and value to the community.
Priorities for services & resources	- Continue building on the integrated GLAM experience. - Reflect BMPL's distinctive identity throughout programs, services and communications rather than relying on traditional library models.
Perception of BMPL as 'third place'/ trusted information source	- Strong support for positioning BMPL as a welcoming "third place" where people gather, create, connect and belong. - Participants emphasized curiosity, openness and respectful exploration of diverse perspectives.
Insights on EDI and Indigenous perspectives	Participants emphasized authenticity, inclusion and ensuring everyone can see themselves reflected in the organization's language and community role, rather than treating inclusion as a separate initiative.
Future needs/career-related perspectives	Participants envisioned BMPL as bold, innovative and community-driven, with strategic priorities and messaging that reflect a fearless, creative identity rather than conventional public library language.

Prepared for The Blue Mountains Public Library



EXECUTIVE SUMMARY

The Blue Mountains Public Library invited staff and stakeholders to participate in a Brand Alignment Workshop designed to strengthen the development of its Strategic Plan through the lens of organizational identity.

The workshop recognized that while strategic planning defines organizational direction, branding defines organizational character. When these two disciplines are intentionally aligned, strategic plans become more authentic, memorable and meaningful. They communicate not only what an organization intends to accomplish, but also who it is and why its work matters.

The engagement focused on three primary objectives:

- To develop a shared understanding of the Library's emerging brand identity.
- To demonstrate how brand characteristics can shape the language of Mission, Vision and Values.
- To strengthen staff and stakeholder ownership through collaborative participation.

Participants explored the Library's unique identity as an integrated Gallery, Library, Archives and Museum (GLAM) organization and considered how that identity distinguishes the Library within Ontario's public library sector. Rather than viewing these functions as separate services, participants recognized them as complementary expressions of a single community-centred institution.

Using a collaborative editing process referred to throughout this report as the Brand Lens, participants evaluated draft strategic statements against the Library's emerging personality. The exercise encouraged participants to replace generic public library language with wording that better reflected the Library's distinctive voice and aspirations.

Five significant findings emerged from the workshop:

- The Library already possesses a distinctive identity that has not yet been fully reflected in its strategic language.
- The Library's integrated GLAM model represents a meaningful strategic differentiator.
- Brand development should extend beyond visual identity into organizational language, culture and strategic priorities.
- Collaborative language development significantly strengthens ownership and engagement.
- Authentic language creates stronger organizational and community buy-in than generic strategic terminology.

Perhaps the most significant outcome of the workshop was the recognition that strategic planning is not simply an exercise in setting priorities. It is also an opportunity to articulate the Library's identity in a way that staff, stakeholders and community members immediately recognize as their own.

The recommendations contained within this report are intended to help ensure that the Strategic Plan reflects not only where the Library intends to go, but also the distinctive voice with which it chooses to lead.

WHAT SUCCESS LOOKED LIKE

Success for this engagement was intentionally defined differently from many traditional strategic planning workshops.

The objective was not to complete a Strategic Plan, nor to finalize the Library's Mission, Vision and Values during a single facilitated session. Rather, the workshop sought to establish the foundation upon which those strategic elements could be built.

Success was measured by the Library's ability to:

- Develop a shared understanding of its emerging brand identity.
- Explore how that identity should influence strategic language.
- Build meaningful engagement among staff and stakeholders.
- Encourage participants to contribute to the Library's future voice.
- Produce strategic language that better reflects the Library's unique character and aspirations.

By these measures, the workshop achieved its objectives.

Participants demonstrated a high level of engagement throughout the day, contributing thoughtful observations and challenging assumptions about what a public library can be. Conversations consistently moved beyond operational descriptions of services toward broader discussions about community identity, creativity, belonging and possibility.

An important indicator of success was the willingness of participants to question generic language. Rather than accepting familiar strategic terminology, participants repeatedly asked whether draft statements genuinely reflected their Library or whether they could easily describe any public library in Ontario. This simple shift in perspective became one of the defining characteristics of the workshop.

Perhaps most importantly, participants became contributors rather than reviewers. They worked collaboratively to shape language that reflected their collective understanding of the Library's personality and aspirations. As a result, ownership of the emerging Mission, Vision and Values expanded beyond the strategic planning team to include those who will ultimately bring the Strategic Plan to life.

The workshop confirmed that meaningful engagement is achieved not simply by inviting participation, but by creating opportunities for people to influence outcomes in authentic and visible ways.

THE LIBRARY WE ARE BECOMING

One of the most powerful outcomes of the Brand Alignment Workshop was not a statement or a slogan, but a shared sense of identity that began to emerge through discussion, reflection and collaborative language development.

Participants were asked to describe the Library not only in terms of what it does, but in terms of what it feels like, how it behaves, and what it aspires to be for its community. From these conversations, a set of defining characteristics emerged that together describe the Library's evolving identity.

Rather than functioning as isolated descriptors, these ideas collectively represent a shift in how the Library understands itself—from a traditional service provider to a dynamic civic institution shaped by creativity, connection and possibility.

The emerging identity is captured through four interconnected ideas:

Rebellious / Fearless

A willingness to challenge assumptions about what a public library can be, and to pursue bold ideas in service of the community.

Limitless

A refusal to be constrained by traditional definitions of library service, with an emphasis on possibility, expansion and creativity.

Quirky & Loud

A confident and distinctive personality that embraces creativity, humour, memorability and visibility within the community.

Everything

The idea that we can be both ends of a spectrum, seemingly diametrically opposed.

N.B. My personal interpretation of this might translate into something like - *"We host opposing viewpoints on our shelves every day, allowing them to coexist peacefully under one roof. Here, we value Curiosity over Conflict and encourage visitors to explore differing perspectives, turning potential cognitive dissonance into discovery."*

These ideas are not intended to replace formal strategic language. Rather, they provide the emotional and cultural foundation upon which the Strategic Plan can be built. They represent the tone, personality and ambition that should be evident in how the Library communicates its future direction.

PURPOSE OF THE ENGAGEMENT

The Brand Alignment Workshop was designed to support the development of The Blue Mountains Public Library's Strategic Plan by ensuring that its foundational documents—Mission, Vision and Values—reflect the Library's authentic identity.

The specific objectives of the engagement were to:

- Introduce the role of brand as a strategic input, not just a communications tool.
- Explore the Library's emerging identity as a GLAM institution.
- Provide a structured process for evaluating and refining strategic language.
- Strengthen staff and stakeholder ownership of the Strategic Planning process.
- Establish a shared framework for ensuring consistency between identity and strategy.

Importantly, the engagement was not intended to produce final strategic statements. Instead, it was designed to create the conditions for more meaningful, authentic and aligned strategic language development.

OUR APPROACH

The workshop employed a structured, participatory methodology designed to move participants from abstract discussion of identity to practical application in strategic language.

At the core of this approach was a process referred to as the Brand Lens. This framework invited participants to evaluate draft Mission, Vision and Values statements through the lens of the Library's emerging brand identity.

The workshop followed three key stages:

1. Brand Exploration

Participants began by identifying and discussing the Library's emerging personality traits and aspirations. Using facilitated discussion, they explored how the Library is currently experienced and how they would like it to be experienced in the future.

This stage established a shared vocabulary for describing the Library's identity, emphasizing qualities such as openness, creativity, curiosity and community connection.

2. Language Evaluation

Participants were then presented with draft Mission, Vision and Values statements. Working in small groups, they assessed the language using a structured "Highlighter Test," identifying:

Words or phrases that strongly reflected the Library's identity

Language that felt generic, interchangeable or overly institutional

Opportunities to better express personality and tone

This stage revealed a clear preference for language that felt authentic, distinctive and reflective of lived experience, rather than standardized sector terminology.

3. Language Rewriting

In the final stage, participants were invited to rewrite selected statements using the Library's emerging brand identity as a guide.

Rather than changing meaning, the focus was on changing voice. Participants worked to preserve strategic intent while replacing generic phrasing with more expressive, human and recognizable language.

Rewritten statements were then reviewed collectively, with participants assessing whether the revised language more clearly reflected the Library's identity.

This iterative process reinforced the idea that strategic language is not fixed or formal—it is something that can and should reflect the lived identity of the organization.

FINDING ONE: IDENTITY BEFORE STRATEGY

A central finding of the workshop is that The Blue Mountains Public Library already possesses a distinctive identity that is not yet fully reflected in its strategic language.

Participants consistently demonstrated an intuitive understanding of what makes the Library unique. Discussions highlighted the integrated nature of its services, the importance of its community role, and the desire for the Library to be seen as more than a traditional information provider.

However, when reviewing draft strategic statements, participants frequently noted that the language did not fully reflect this identity. Instead, it tended to rely on familiar sector terminology that could apply to almost any public library.

This gap between lived identity and written expression represents both a challenge and an opportunity. While the Library clearly understands who it is, that understanding has not yet been fully translated into its formal strategic documents.

Closing this gap will be essential to ensuring that the Strategic Plan feels authentic, recognizable and owned by those who will implement it.

FINDING TWO: THE GLAM ADVANTAGE

The Library's integration of Gallery, Library, Archives and Museum functions emerged as one of its most significant strategic differentiators.

Participants did not view these components as separate or competing service areas. Instead, they described them as interconnected expressions of a single institutional identity that enriches the community experience.

This integrated GLAM model positions The Blue Mountains Public Library in a unique category within the public library sector. It enables the Library to offer a broader and more diverse range of experiences than traditional library models typically provide.

Despite this, the GLAM identity is not yet consistently reflected in strategic language. There is an opportunity to more explicitly recognize and leverage this integration as a defining feature of the Library's future direction.

Embedding the GLAM identity within the Strategic Plan will help ensure that it is understood not only operationally, but also culturally and strategically.

FINDING THREE: BRAND IS MORE THAN A LOGO

The workshop reinforced a critical distinction between visual identity and organizational brand.

While the Library has made significant progress in developing its visual identity, participants noted that brand extends far beyond design elements such as logos, colour palettes or signage.

Brand is expressed through language, behaviour, tone and experience. It is reflected in how an organization describes itself, how it communicates with its community, and how it frames its strategic direction.

Participants demonstrated a clear desire for the Library's Strategic Plan to reflect this broader understanding of brand. In particular, there was strong interest in ensuring that Mission, Vision and Values are not generic statements, but expressions of the Library's personality and aspirations.

This finding highlights the importance of treating brand as a strategic input rather than a communications output. When brand informs strategic language, it strengthens coherence between what the Library says and what it does.

FINDING FOUR: CO-CREATION BUILDS COMMITMENT

A clear and consistent outcome of the workshop was the impact of collaborative language development on participant engagement and ownership.

When participants were invited to act as "Brand Editors" rather than passive reviewers of pre-written statements, the nature of the conversation shifted significantly. Instead of evaluating whether statements were acceptable, participants began actively shaping language to better reflect their shared understanding of the Library.

This shift from consultation to co-creation proved to be one of the most influential aspects of the engagement.

Participants demonstrated increased investment in outcomes when they were given the opportunity to directly influence wording, tone and meaning. Discussions became more detailed and reflective, with participants carefully considering how language choices would be interpreted by staff, stakeholders and the broader community.

Importantly, this process did not dilute strategic intent. Instead, it strengthened it. By grounding Mission, Vision and Values in lived experience and shared identity, the resulting language became more authentic and more closely aligned with how the Library is already understood internally.

This finding reinforces the importance of participatory approaches in strategic planning processes, particularly when organizational identity and culture are key areas of focus. When people see their contributions reflected in final outputs, they are more likely to support, communicate and implement those outputs with confidence.

FINDING FIVE: LANGUAGE SHAPES BUY-IN

Throughout the workshop, it became increasingly evident that language plays a critical role in shaping organizational and community buy-in.

Participants consistently responded more positively to statements that reflected the Library's personality than to those that relied on generic or institutional phrasing. Words that felt familiar, human and reflective of lived experience generated stronger engagement and resonance.

Conversely, language that could apply to any public library was frequently identified as less compelling, even when it was technically accurate.

This distinction is significant. It suggests that the effectiveness of a Strategic Plan is not determined solely by the quality of its content, but also by the degree to which its language reflects organizational identity.

When strategic language feels authentic, it becomes easier for staff, stakeholders and community members to see themselves within it. This sense of recognition supports stronger alignment, clearer communication and more confident implementation.

In this sense, language is not simply descriptive—it is formative. It shapes how strategy is understood, adopted and enacted across the organization.

ANALYSIS

The findings from the Brand Alignment Workshop point to a clear conclusion: strategic planning and brand identity are most effective when developed in alignment rather than in isolation.

The Library already demonstrates a strong and evolving sense of identity. This identity is expressed in its culture, its community relationships and its aspiration to serve as more than a traditional public library. However, this identity is not yet consistently reflected in its formal strategic language.

As a result, there is a disconnect between how the Library is experienced internally and how it describes itself in strategic documentation.

The workshop demonstrated that this gap can be addressed through intentional language development. By using brand as a lens for evaluating and shaping Mission, Vision and Values, the Library can ensure that its Strategic Plan reflects not only what it intends to achieve, but also who it is as an organization.

The implications of this alignment are significant. A Strategic Plan that reflects authentic identity is more likely to:

- Be understood and embraced by staff
- Strengthen internal alignment and cohesion
- Enhance clarity of organizational priorities
- Improve communication with stakeholders and the community
- Support more effective implementation over time

Ultimately, alignment between brand and strategy ensures that the Library's direction is not only clearly defined, but also meaningfully connected to its identity.

RECOMMENDATIONS

The following recommendations are offered to support the continued development of The Blue Mountains Public Library's Strategic Plan and to ensure alignment between brand identity and strategic direction.

Recommendation One: Embed Brand Identity into Strategic Language

The Library should continue to integrate its emerging brand identity into all aspects of its Strategic Plan. This includes not only Mission, Vision and Values, but also strategic priorities, goals and supporting language.

Brand should be treated as a guiding lens for how the Library communicates its future direction.

Recommendation Two: Refine Mission, Vision and Values Through a Brand Lens

The draft Mission, Vision and Values should be reviewed and refined using the Brand Lens methodology introduced during the workshop.

This will ensure that strategic statements reflect the Library's authentic identity, tone and aspirations rather than generic sector language.

Recommendation Three: Clarify Strategic Definitions

Clear distinction should be maintained between Mission and Vision:

- The **Mission** should describe the Library's current purpose and role.
- The **Vision** should describe the Library's desired future state and aspiration.

This distinction will support clearer strategic communication and understanding.

Recommendation Four: Adopt Brand as an Editorial Framework

The Library's emerging brand identity should be formally adopted as a framework for evaluating strategic language.

This approach will ensure consistency across documentation and reinforce alignment between identity and strategy.

Recommendation Five: Sustain Co-Creation in Future Planning

The participatory approach used in the workshop should be sustained in future stages of strategic planning.

Ongoing engagement of staff and stakeholders in shaping language will strengthen ownership, support implementation and reinforce the Library's shared identity.

BRAND OUTCOMES

The following statements represent the current articulation of The Blue Mountains Public Library's emerging identity and strategic direction. They are presented as outcomes of the Brand Alignment Workshop and are intended to inform the final Strategic Plan.

Emerging Brand Identity

- **Rebellious / Fearless**
We challenge expectations, embrace bold ideas and pursue new ways of serving our community.
- **Limitless**
We are not defined by traditional boundaries. We continuously expand what a library can be through learning, creativity and connection.
- **Third Space (Aspiration)**
We aspire to be the community's welcoming place beyond home and work, where people gather to connect, create and belong.
- **Quirky & Loud**
We are creative, memorable and unapologetically ourselves, embracing personality and visibility within our community.
- **Everything**
We bring together culture, knowledge, creativity, technology and community, removing limits on what a public library can represent.

Proposed Mission Statement

"We are the place where people connect, explore and create."

Proposed Vision Statements

"To be the heart of our community through open doors, fearless evolution, and limitless possibilities."

"The place to boldly celebrate arts, culture and knowledge without limit."

Alternative Combined Mission & Vision

"BMPL builds community, creates experiences and inspires discovery, the place to grow... together."

Core Values

- Integrity
- Curiosity
- Kindness

CONCLUSION

The Brand Alignment Workshop with The Blue Mountains Public Library revealed a clear and important insight: the Library already possesses a strong and distinctive identity, but that identity is not yet consistently reflected in its formal strategic language.

Across all stages of the engagement, participants demonstrated a shared understanding of what makes the Library unique. That understanding was expressed not only in terms of services and functions, but in terms of culture, personality and aspiration. The Library is seen as a place of possibility—one that extends beyond traditional definitions of a public library and embraces a broader role as a civic, cultural and creative institution.

The workshop confirmed that this identity is best captured through the emerging set of brand characteristics identified by participants: *Rebellious / Fearless, Limitless, Third Space (aspiration), Quirky & Loud, and Everything*. These ideas reflect not only how the Library is experienced today, but how it aspires to be experienced in the future.

Importantly, the engagement demonstrated that strategic planning is not only a technical exercise in defining goals and priorities. It is also a cultural exercise in defining voice, identity and meaning. When these dimensions are aligned, strategic plans become more than operational documents—they become expressions of organizational purpose that people can recognize, understand and support.

A key outcome of the workshop was the shift in how participants engaged with strategic language. Rather than accepting conventional or generic terminology, participants actively questioned whether the language reflected the Library's identity. This shift from passive review to active authorship is significant. It indicates a growing sense of ownership over not only the Strategic Plan itself, but also the identity it represents.

The proposed Mission, Vision and Values that emerged from the workshop reflect this shift. They move away from standardized sector language and toward expressions that are more authentic, human and reflective of the Library's aspirations. While these statements are not yet final, they provide a strong foundation for further refinement and alignment.

The Strategic Plan that ultimately emerges from this process has the potential to do more than guide operational decision-making. It can serve as a unifying narrative that reflects who the Library is, what it values, and how it intends to evolve in partnership with its community.

FINAL SYNTHESIS

The findings and recommendations contained within this report point to five overarching conclusions:

First, The Blue Mountains Public Library has a distinctive identity that is already understood by those who work within and engage with it. This identity is grounded in creativity, community connection and a willingness to explore broader interpretations of what a library can be.

Second, this identity is not yet fully reflected in the Library's strategic language. There remains a gap between how the Library is experienced and how it is formally described in strategic documentation.

Third, the Library's integrated GLAM model represents a meaningful and underleveraged strategic differentiator. It positions the Library uniquely within the public library sector and provides a strong foundation for future positioning.

Fourth, collaborative approaches to language development significantly enhance engagement and ownership. When staff and stakeholders are invited to co-create language rather than review it, the resulting outcomes are more strongly supported and more widely embraced.

Fifth, language matters. The words used in Mission, Vision, Values and strategic priorities directly influence how strategy is understood, adopted and implemented. Authentic language strengthens connection, clarity and commitment.

Taken together, these findings suggest that the most important opportunity for The Blue Mountains Public Library is not to redefine its identity, but to more fully express it.

STRATEGIC IMPLICATIONS

Aligning brand identity with strategic planning has several important implications for the Library moving forward.

A Strategic Plan that reflects authentic identity will be more likely to:

- Be clearly understood by staff and stakeholders
- Strengthen internal alignment and shared purpose
- Enhance clarity in strategic priorities and decision-making
- Improve communication with the broader community
- Increase confidence and consistency in implementation

More broadly, it ensures that the Strategic Plan functions not only as a roadmap for the future, but also as a reflection of who the Library is today and who it is becoming.

CLOSING STATEMENT

The Blue Mountains Public Library now has an opportunity to bring its strategic direction and organizational identity into closer alignment.

The Brand Alignment Workshop has established a shared foundation for that work. It has clarified how the Library is seen, how it aspires to be experienced, and how its language can better reflect its evolving identity.

The next stage of the Strategic Planning process is to ensure that this identity is consistently embedded throughout the final Strategic Plan—not as an add-on, but as a guiding principle that shapes tone, language and direction.

When this alignment is achieved, the Strategic Plan will do more than articulate goals. It will tell a coherent story about who the Library is, what it believes in, and how it serves its community.

In doing so, it will become a document that is not only strategically sound, but meaningfully owned by those who helped shape it—and clearly recognizable to the community it serves.

Board Meeting

Report To: The Blue Mountains Public Library Board
Report Name: ADM.26.15 Deaccessioning Requests-July
Date: July 16, 2026
Prepared by: Jennifer Murley, CEO

A. Recommendation

THAT this Board approves the deaccession of the following objects from the Craighleith Heritage Depot Museum Collection:

- 2007-011-001 a & b: Two wooden red skis stained with red metal bindings and leather safety strap
- 2009-042-872: Trunk/chest; wooden travel trunk, no lid, decorative metal strappings, remnants of cloth interior.
- 2009-007-008: Large apple press made of barn board.
- 2011-008: Sunnybrook Orchard Apple Crate.

B. Background

In November 2024, the Board approved the Museum Collection Policy (POL-ADM.2024.03), which establishes the framework for acquiring, managing, preserving, and deaccessioning museum objects. The policy requires that all deaccession requests be reviewed by the Museum Curator and Library CEO and approved by the Library Board before any item is removed from the permanent collection.

Deaccessioning is a standard museum collections management practice that ensures collections remain relevant, sustainable, and aligned with the museum's collecting mandate. Removing items that no longer support the Museum's mission creates space for objects with stronger historical significance, improves collections care, and allows staff to focus resources on preserving artifacts that best represent the history of The Blue Mountains.

The requests presented in this report have been evaluated against the criteria established in the Museum Collection Policy and are supported by detailed deaccession assessments prepared by the Museum Curator.

C. Analysis

The Museum Curator has completed detailed assessments for each proposed deaccession in accordance with the Museum Collection Policy. Although each object has unique circumstances, the requests share several common themes:

- The objects have limited or no historical connection to the Town of The Blue Mountains;
- The Museum already holds stronger examples that better represent local history;
- Several objects require significant storage space or present preservation and handling challenges; and
- Opportunities have been identified to transfer objects to institutions whose collecting mandates more closely align with their historical significance.

Collectively, these recommendations will improve the long-term sustainability of the Museum Collection by ensuring available storage, conservation resources, and staff time are focused on preserving artifacts with the greatest local historical value.

D. Deaccession Requests

The Museum Curator and Library CEO are requesting that the Board approve the removal of the following items from the Museum Collection:

Item	Primary Reason	Proposed Disposition
Two wooden skis (2007-011-001 a & b)	Duplicate item with limited local provenance; storage priorities favour stronger local examples	Offer to Grey Roots, Canadian Ski Museum, then Blue Mountain Resort
Wooden trunk (2009-042-872)	Unknown provenance, poor condition, no relevance to collecting mandate	Document then responsibly dispose
Apple press (2009-007-008)	Outside collecting mandate, hazardous to move, occupies significant storage	Offer original donor, Grey Highlands Museum, then Grey Roots
Sunnybrook Orchard crate (2011-008)	Outside collecting mandate, duplicate, never formally accessioned	Offer Meaford Museum, then Grey Roots

E. Conclusion

The proposed deaccessions are consistent with the Museum Collection Policy and represent responsible collections management. Each object has been evaluated against established criteria, including historical relevance, condition, storage requirements, interpretive value, and alignment with the Museum's collecting mandate.

Approving these requests will strengthen the overall quality of the Museum Collection, improve stewardship of local heritage, and ensure that limited storage and conservation resources remain focused on artifacts that best represent the history of The Blue Mountains. Wherever possible, staff will seek to transfer deaccessioned objects to other cultural institutions before considering disposal, consistent with Board policy.

F. Attachments

For more details, please find the following deaccession forms attached:

- Deaccession Form – 2007-011-001 a & b (Two Wooden Skis)
- Deaccession Form – 2009-042-872 (Wooden Travel Trunk)
- Deaccession Form – 2009-007-008 a–f (Apple Press)
- Deaccession Form – 2011-008 (Sunnybrook Orchard Apple Crate)

Respectfully Submitted,

Jennifer Murley, CEO

LibraryCEO@TheBlueMountains.ca

519-599-3681 extension 148

In collaboration with Alessia Farris, Museum Curator.

Deaccessioning Form

Institution: Craigleith Heritage Depot

Object: Two wooden skis stained red with metal bindings and leather safety strap.

Acquisition Date: October 12th, 2007

Acquisition Method: Donation

Accession Number: 2007-011-001 a & b

Reason for Deaccessioning:

- **Duplication:** Due to limited storage space, we are prioritizing skis with high provenance and interpretive value. While these circa-1930 skis were generously donated by [REDACTED] our collection already contains superior examples from this period that possess stronger ties to the local community.

Evaluation of Alternatives:

- Staff have noted three possible transfer options. The first being Grey Roots Museum and Archive, the second Blue Mountain Resort, and third the Canadian Ski Museum.

Benefits to the Institution:

- Deaccessioning this item serves as a strategic move to improve collection focus; by thinning out redundant duplicates we ensure that every object held in trust is unique and purposeful.

By removing the item from our collection, it frees up vital storage space for new acquisitions of all sizes, while simultaneously increasing resources for care and preservation. By reducing the volume of underutilized material, we effectively open the staff time and physical square footage necessary to maintain the long-term integrity of our core collection.

Impact on the Community:

- When evaluating the potential loss of educational value, historical significance, or public interest, we believe deaccessioning is the most responsible course of action. Since we hold other examples of the same category, we can utilize items with direct local ties to provide educational context. While this item may possess an inherent historical connection, the significant lack of specific provenance or context makes it a primary candidate for deaccessioning. Removing it allows the institution to prioritize items with well-documented local ties that more clearly align with our collection goals. Retaining public interest remains a priority; however, because our collection includes other significant pieces from this same era, deaccessioning this specific item would not result in a loss of historical representation for our visitors. Since these themes are already well-represented by more contextualized objects, the public's ability to engage with this time period remains fully intact.

Legal and Ethical Considerations:

- The item meets all criteria for deaccessioning: it is free from donor-mandated restrictions, legally owned by the Craigleith Heritage Depot (BMPL), and has been part of the collection for the required minimum of three years. Furthermore, a review of the original donation form confirms the museum's legal right to dispose of the item.

Disposal Plan:

- Following Board approval for deaccessioning, staff will initiate the transfer process. We will offer the item to cultural institutions where it holds greater contextual value—specifically, Grey Roots Museum and Archive (noting the items use for their hands-on collection or use in their Moreston Heritage Village). The second transfer option is the Canadian Ski Museum (noting the items use for their hands-on collection). We will also contact Blue Mountain Resort to see if they could get any educational benefit from the skis.

Should these options be exhausted, we will explore all other placement avenues before considering disposal. In accordance with ICCROM standards and our own museum mandate, the sale of deaccessioned items is strictly prohibited. As a community-focused institution, we prioritize public trust and ensure that our deaccessioning process reflects our commitment to ethical stewardship rather than financial gain.

Communication Strategy:

- To ensure transparency and public engagement, we will implement tailored communication strategies to inform stakeholders and the community of the item's outcome.

Working closely with our communications staffer, a transfer to the County Museum will be presented as a positive opportunity to highlight inter-museum collaboration and regional historical connections. This approach frames the move as a way to better educate the public on how local institutions work together to ensure heritage is preserved in the most appropriate context.

Our primary goal is to build public confidence by highlighting our collection policy and our commitment to making space for future community history. By demonstrating how museums share resources, we reinforce the idea that artifacts remain accessible even after a transfer. Should disposal become necessary, we will provide a transparent summary of the museum standards followed and the exhaustive efforts made to find the item at home.

Recommendation:

- Based on the evaluation and analysis by staff, I recommend that the deaccession of the object is appropriate and in the best interests of the institution.

Approval:

Curator Signature  Date 5/9/2026

Library CEO  Date 7/13/2026

Board Chair _____ Date _____

Notes:

Deaccessioning Form

Institution: Craigleith Heritage Depot

Object: Trunk / Chest - Wooden travel trunk, no lid, decorative metal strappings, remnants of cloth interior. Dimensions: 92.7 cm L x 57 cm W x 46 cm H

Acquisition Date: Unconfirmed, prior to the opening of the museum in 2008.

Name of donor: [REDACTED] on behalf of the Craigleith Heritage Committee

Provenance and history: Previously on display at Depot Fine Dining Restaurant, purchased at auction by the Craigleith Heritage Committee and the Town of the Blue Mountains on December 30th, 2000.

Acquisition Method: Acquired by the Craigleith Heritage Committee.

Accession Number: Reason for Deaccessioning: 2008-042-872

- **Irrelevance to the institution's mission:** The provenance of this item is largely unknown, with its only documented history being its use as a display piece at 'Depot Fine Dining.' As there is no evidence of a historical connection to the Town of The Blue Mountains, the item falls outside our institution's collecting mandate.
- **Interpretation Value:** This item offers minimal interpretive value due to its unknown provenance and lack of relevance to the history of The Blue Mountains, Collingwood Township, or Thornbury. While it is associated with 'Depot Fine Dining,' the museum already holds smaller, better-preserved artifacts from that establishment. Since our policy only suggests retaining non-local items to fill specific collection gaps, the abundance of superior local examples renders this piece redundant. Deaccessioning it allows us to prioritize our limited storage for artifacts with direct local provenance.
- **Hazardous Nature:** The item is in exceptionally poor condition, and its excessive size puts strain on the museum's storage capabilities. Its bulk makes it nearly impossible for staff to maneuver safely, particularly when working alone. Due to these significant safety risks and the advanced state of deterioration, the item is no longer viable for long-term preservation within the collection.

Evaluation of Alternatives:

- The item is in exceptionally poor condition, and the unknown provenance makes it difficult to transfer the item to another institution.

Benefits to the Institution:

- Deaccessioning this item offers two key benefits. First, it ensures the collection aligns with our museum's mandate and formal policies. Second, it frees up storage space for new acquisitions of all sizes.

Impact on the Community:

- When considering the potential loss of educational value, historical significance, or public interest, the data suggests that deaccessioning this item is the most responsible path. Since 2008, the item has never been on display. Our collection includes several other artifacts that provide similar historical context while allowing for significantly safer exhibition and handling. While there may be some public interest due to the item's connection to 'Depot Fine Dining,' this association does not outweigh the lack of documented provenance or the item's advanced state of deterioration. Prioritizing better-preserved, local pieces ensures a more effective and safer educational experience for our visitors.

Legal and Ethical Considerations:

- The Craigleith Heritage Committee (CHC) served as the museum's governing board upon its opening in 2008. Artifacts acquired by the CHC were intended to establish the museum's foundational collection and support the restoration of the Craigleith Station. While formal transfer documentation for this item is currently unavailable, it is understood through historical precedent and verbal agreement that CHC-transferred items are the property of the museum. A physical tag identifies this item as part of donation 2008-042, and records show it has been earmarked for deaccessioning since 2016.

Disposal Plan:

- Given the item's advanced state of deterioration and lack of verifiable provenance, transfer to another cultural institution is not a viable option. Following a comprehensive digital and narrative documentation of the piece to preserve its record, the museum will proceed with responsible disposal in accordance with institutional policy.

In accordance with ICCROM standards and our own museum mandate, the sale of deaccessioned items is strictly prohibited. As a community-focused institution, we prioritize public trust and ensure that our deaccessioning process reflects our commitment to ethical stewardship rather than financial gain.

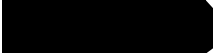
Communication Strategy:

- Our primary goal is to build public confidence by highlighting our collection policy and our commitment to making space for future community history. By demonstrating how museums share resources, we reinforce the idea that artifacts remain accessible even after a transfer. Should disposal become necessary, we will provide a transparent summary of the museum standards followed and the exhaustive efforts made to find the item at home.

Recommendation:

- Based on the evaluation and analysis by staff, I recommend that the deaccession of the object is appropriate and in the best interests of the institution.

Approval:

Curator Signature  Date 5/8/2026

Library CEO  Date 7/13/2026

Board Chair _____ Date _____

Notes:

Deaccessioning Form

Institution: Craigleith Heritage Depot

Object: A large apple press, made of barn board. It includes several parts, ranging from wood to metal.

Acquisition Date: 2009

Acquisition Method: donation

Accession Number: 2009-007-008-a to f

Reason for Deaccessioning:

- Irrelevance to the institution's mission: item is from a farm in a neighbouring municipality (Euphrasia).
- Hazardous nature: This item is extremely heavy and, due to its age and construction material, may cause injury to museum and town staff.
- Interpretation Value: While the museum may keep an item that does not fit with the institution's collection policy, this item's hazardous nature means we would never put it on display.
- Preservation and Collection Space: The item's size and material make long-term preservation difficult for our staff. Furthermore, because it does not align with our institution's mission, it occupies valuable space that could otherwise be used for items with greater historical and community relevance.

Evaluation of Alternatives:

- Staff have proposed three transfer options to other cultural institutions. Kimbrecote Farms (original donors*), Grey Highlands Museum, and Grey Roots Museum and Archive.
- Part of our deaccession policy is to locate a suitable home for items removed from our collection. First, attempt to return the item(s) to their original donor. If the original donors do not want the item, we will look at a cultural institution that would benefit from the item (fits within their collection policy). After those avenues are exhausted, we will dispose of the item.

*Note: Kimbrecote Farms is now owned by Elephant Thoughts

Benefits to the Institution:

- Deaccessioning this item offers several key benefits. First, it ensures the collection aligns with our museum's mandate and formal policies. Second, it frees up storage space for new acquisitions of all sizes. Finally, it improves the safety of our working environment for both staff and the existing collection

Impact on the Community:

- When considering the potential loss of educational value, historical significance, or public interest, the data suggests that deaccessioning this item is the most responsible path. Since 2008, the press has been displayed only once and loaned out once. On both occasions, moving the item required three staff members and caused physical strain to the team and structural stress to the item itself.

Educationally, our collection contains other pieces that offer the same historical context but allow for much safer exhibition. While large machinery often attracts public attention, we lack a definitive historical link between this specific item and The Blue Mountains. Furthermore, transferring this item provides a unique opportunity to strengthen ties with neighbouring municipalities and promote local heritage partners

Legal and Ethical Considerations:

- The item meets all criteria for deaccessioning: it is free from donor-mandated restrictions, legally owned by the Craigleith Heritage Depot (BMPL), and has been part of the collection for the required minimum of three years. Furthermore, a review of the original donation form confirms the museum's legal right to dispose of the item.

Disposal Plan:

- Following Board approval for deaccessioning, staff will initiate a tiered transfer process. Priority will be given to the original donors, Kimbrecote Farms. If they decline, we will offer the item to cultural institutions where it holds greater contextual value—specifically the Grey Highlands Museum, as it falls within their collecting mandate. The final transfer option is the County Museum and Archives, which has previously borrowed the item.

Should these options be exhausted, we will explore all other placement avenues before considering disposal. In accordance with ICCROM standards and our own museum mandate, the sale of deaccessioned items is strictly prohibited. As a community-focused institution, we prioritize public trust and ensure that our deaccessioning process reflects our commitment to ethical stewardship rather than financial gain.

Communication Strategy:

- We will explore several communication strategies to inform stakeholders and the public, tailored to the final outcome of the items. In collaboration with our Communications staff, a transfer to Kimbrecote Farms or the Grey Highlands Museum will be framed as a positive return to the item's rightful community. If transferred to the County Museum, we will use the opportunity to educate the public on inter-museum loans and regional connections.

Our primary goal is to build public confidence by highlighting our collection policy and our commitment to making space for future community history. By demonstrating how museums share resources, we reinforce the idea that artifacts remain accessible even after a transfer. Should disposal become necessary, we will provide a transparent summary

of the museum standards followed and the exhaustive efforts made to find the item at home.

Recommendation:

- Based on the evaluation and analysis by staff, I recommend that the deaccession of the object is appropriate and in the best interests of the institution.

Approval:

Curator Signature [REDACTED] Date 5/8/2026

Library CEO [REDACTED] Date 7/13/2026

Board Chair _____ Date _____

Notes:

Deaccessioning Form

Institution: Craigleith Heritage Depot

Object: Sunnybrook Orchard Apple Crate – rectangular, wooden apple crate stamped with “Property of Sunnybrook Orchards, Meaford”. 64 cm W / 45 cm L

Acquisition Date: June 10th, 2011

Acquisition Method: [REDACTED]

Provenance and history: The artifact was one of several items found within the old barn on the property that is now the Tomahawk Golf Course, prior to demolition. Sunnybrook Orchards was located within the boundaries of the former St. Vincent Township, now part of the Town of Meaford.

Accession Number: Reason for Deaccessioning:

- **Irrelevance to the institution's mission:** Despite the item having been found in the old barn property on what is now the Tomahawk Golf Course, the item itself is from a farm in former St. Vincent Township (now Meaford). The location of the farm falls outside of our area defined in our collection policy.
- **Duplication/Interpretation Value:** Our collection already includes several apple crates sourced from within our designated collecting area. While our policy allows for the retention of items from neighbouring communities if they fill a gap in our holdings, the abundance of local examples renders this specific piece redundant. Consequently, we can prioritize our limited storage for items with direct local provenance.
- **Not Accessioned:** While associated with accession group 2011-008, this item was never formally entered into the permanent collection, likely due to its lack of relevance to our mission. Despite the absence of a formal catalogue record, we are processing it through our standard deaccessioning procedures to ensure the integrity and accuracy of our museum and archive records.

Evaluation of Alternatives:

- Staff have noted two possible transfer options. The first being Meaford Museum, and the Second Grey Roots Museum and Archive.

Benefits to the Institution:

- Deaccessioning this item offers two key benefits. First, it ensures the collection aligns with our museum's mandate and formal policies. Second, it frees up storage space for new acquisitions of all sizes.

Impact on the Community:

- When evaluating the potential loss of educational value, historical significance, or public interest, we believe deaccessioning is the most responsible course of action. Since we hold other examples of the same category, we can utilize items with direct local ties to provide educational context. Furthermore, the item's historical significance is better served by an

institution with a specific community connection or a county archive that preserves the broader regional history. Public interest follows a similar logic: researchers and visitors seeking this history would naturally look to the item's home community or the county level, rather than a neighbouring municipality's museum.

Legal and Ethical Considerations:

- The item meets all criteria for deaccessioning: it is free from donor-mandated restrictions, legally owned by the Craigleith Heritage Depot (BMPL), and has been part of the collection for the required minimum of three years. Furthermore, a review of the original donation form confirms the museum's legal right to dispose of the item.

Disposal Plan:

- Following Board approval for deaccessioning, staff will initiate the transfer process. We will offer the item to cultural institutions where it holds greater contextual value—specifically, the Meaford Museum, as it falls within their collecting mandate. The second transfer option is the Grey Roots Museum and Archives. Note that Grey Roots may not accept the item as they have two of these crates in their collection; however, they may consider it for hands-on use in their Moreston Heritage Village.

Should these options be exhausted, we will explore all other placement avenues before considering disposal. In accordance with ICCROM standards and our own museum mandate, the sale of deaccessioned items is strictly prohibited. As a community-focused institution, we prioritize public trust and ensure that our deaccessioning process reflects our commitment to ethical stewardship rather than financial gain.

Communication Strategy:

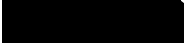
- We will explore several communication strategies to inform stakeholders and the public, tailored to the outcome of the items. In collaboration with our Communications staffer, a transfer to Meaford Museum will be framed as a positive return to the item's rightful community. If transferred to the County Museum, we will use the opportunity to educate the public on inter-museum loans and regional connections.

Our primary goal is to build public confidence by highlighting our collection policy and our commitment to making space for future community history. By demonstrating how museums share resources, we reinforce the idea that artifacts remain accessible even after a transfer. Should disposal become necessary, we will provide a transparent summary of the museum standards followed and the exhaustive efforts made to find the item at home.

Recommendation:

- Based on the evaluation and analysis by staff, I recommend that the deaccession of the object is appropriate and in the best interests of the institution.

Approval:

Curator Signature  Date 5/8/2026

Library CEO  Date 7/13/2026

Board Chair _____ Date _____

Notes: