



**Minutes of Orangeville Public Library Board  
The Corporation of the Town of Orangeville**

**March 26, 2025, 5:00 p.m.**

Members Present: P. LeBlanc  
S. Marks  
Councillor J. Andrews  
Councillor T. Prendergast  
B. Rea  
V. Speirs  
D. Waugh

Staff Present: D. Fraser, CEO  
J. Moule, Administrative Assistant  
H. Savage, General Manager, Community Services

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**1. Call to Order**

The meeting was called to order at 5:00 p.m.

**2. Disclosures of (Direct or Indirect) Pecuniary Interest**

None.

**3. Land Acknowledgment**

The Chair acknowledged the treaty lands and territory of the Williams Treaty Nations and the Mississaugas of the Credit First Nation. The Chair also recognized that Dufferin County is the traditional territory of the Wendat and the Haudenosaunee, and is home to many Indigenous people today.

**4. Adoption of Minutes of Previous Meeting**

**Recommendation: 2025-015**

Moved by Councillor J. Andrews  
Seconded by Councillor T. Prendergast

That the minutes of the 2025-02-26 Library Board Meeting be approved as amended:

- Change the name of CEO Selection Committee to 'Succession Planning Working Group'
- Correct V. Speirs name on page 4.

**Carried Unanimously**

#### **4.1 2025-02-26 Library Board Minutes**

#### **4.2 2025-03-06 Library Board Minutes**

##### **Recommendation: 2025-016**

Moved by B. Rea  
Seconded by S. Marks

That the minutes of the 2025-03-06 Library Board Meeting be approved.

**Carried Unanimously**

### **5. Presentations**

#### **5.1 Nicole Martin, CAO Township of Amaranth regarding the geographical limitations on support for library membership.**

CAO Nicole Martin along with Finance Co-Op student Connor Smith advised the Library Board that Amaranth Council approved expanding Orangeville Library catchment area to the entire Township to encourage more library usage for their residents.

##### **Recommendation: 2025-017**

Moved by B. Rea  
Seconded by Councillor J. Andrews

Chair P. LeBlanc requested that the order of items on the agenda be amended; and

That Item 6 Information Items be discussed after Section 9 Announcement.

**Carried Unanimously**

### **7. Staff Reports**

#### **7.1 Overview of Health & Safety at the Library**

**Recommendation: 2025-018**

Moved by Councillor T. Prendergast  
Seconded by D. Waugh

That Report 25-07 Overview of Health and Safety at the Library be received.

**Carried Unanimously**

**Recommendation: 2025-019**

Moved by Councillor J. Andrews  
Seconded by S. Marks

That the Board adopt the following Town of Orangeville policies:

- Health and Safety Policy (Appendix A)
- Violence in the Workplace Prevention Policy (Appendix B)
- Harassment in the Workplace Prevention Policy (Appendix C)

**Carried Unanimously**

**7.2 Committees of the Board**

**Recommendation: 2025-020**

Moved by Councillor J. Andrews  
Seconded by B. Rea

That Report 25-08, Committees of the Library Board be received.

**Carried Unanimously**

**7.3 Policy Review - Planning Policy**

**Recommendation: 2025-021**

Moved by Councillor J. Andrews  
Seconded by V. Speirs

That Report 25-09 Policy Review – Planning be received; and

That the Planning Policy attached to this report as Appendix A, be adopted.

**Carried Unanimously**

**8. Correspondence**

None.

**9. Announcements**

Councillor J. Andrews advised the Board that at the March 24, 2025 Council meeting the funding for the Exploratorium Project was approved.

D. Waugh congratulated CEO D. Fraser and library staff on a successful event this past Saturday, March 22. Author and inspiring speaker, Dr. Samra Zafar shared the life lessons she has learned, unlearned, and relearned throughout her life's journey thus far.

**6. Information Items**

**Recommendation: 2025-022**

Moved by D. Waugh

Seconded by B. Rea

That the following information items are received:

**Carried**

**6.1 CEO Report - March 2025**

**6.2 2025 - Pre-Budget Submission - OLA FOPL**

**6.3 CFLA-FCAB Residential School Press Release**

Chair P. LeBlanc left the meeting at 6:42 p.m. and Vice Chair V. Speirs assumed the role of Chair.

**6.4 Verbal Report from the Succession Planning Working Group**

The Working Group has met twice, membership changed at the February 26 meeting, recruitment plan is underway, and job description is being reviewed.

CEO D. Fraser and J. Moule left the meeting at 6:48 p.m.

**10. Closed Meeting**

**Recommendation: 2025-023**

Moved by D. Waugh  
Seconded by B. Rea

That a closed meeting of the Orangeville Public Library Board be held, pursuant to section 16.1(4) of the Public Library Act for the purposes of considering the following subject matters:

Role of the Library Chief Executive Officer,  
Labour relations or employee negotiations.

**Carried Unanimously**

**11. Rise and Report**

**Recommendation: 2025-026**

Moved by Councillor T. Prendergast  
Seconded by S. Marks

That the confidential verbal update regarding the Role of the Library Chief Executive Officer be received; and

That the Succession Planning Working Group will delay the recruitment plan submission to the Board until June 2025; and

That Board Members proceed as directed.

**Carried**

**12. Date of Next Meeting**

The next meeting is scheduled for Wednesday April 23, 2025 at 5 p.m.

**13. Adjournment**

The meeting adjourned at 7:58 p.m.

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Darla Fraser, CEO

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Peter LeBlanc, Board Chair