

**RPL BOARD OF DIRECTORS MEETING
July 28, 2026
Central Library Boardroom and Teams Videoconference**

MINUTES

In Attendance:

M. Gavigan, Chair
M. Redenbach, Vice Chair
J. Oni
Mayor C. Bachynski
D. Lemieux
L. Deets
D. Hunter
M. Weimer
J. Barber, Secretary

Also in Attendance:

C. Smith, ED, Finance & Strategy
N. MacKenzie, ED, Customer Experience
A. Christensen, ED, Central Library
C. Hawkesford, Dir., Marketing & Communications
A. Yau, Mgr. Planning & Research
H. Sackville, EA (mins)
Tobi Strohan, Praxis Consulting
Tony Playter, Fraser Strategy

Regrets:

Councillor D. Froh

1. CALL TO ORDER

M. Gavigan called the meeting to order at 4:32pm.

She began by acknowledging the land on which the board gathers as Treaty 4 Territory, the traditional lands of the Cree, Dakota, Nakota, Lakota, Saulteaux and the homeland of the Metis Nation.

2. ADOPTION OF THE AGENDA

M. Gavigan noted that item 7.d. would be added to the agenda, regarding proposed dates for the next 3 Staff Development Day events in 2027, 2028 and 2029.

M. Weimer moved that the Board adopt the agenda as amended. CARRIED.

3. CHAIR'S REMARKS

No discussion.

4. CONFLICT OF INTERESTS DECLARATION

No conflict of interests were declared.

5. PREVIOUS MEETING MINUTES

- a. Board Meeting of May 26, 2026

- b. In-Camera Session of May 26, 2026

M. Weimer moved that the Board approve the minutes of the Board meeting and in-camera session of May 26, 2026. CARRIED.

6. INFORMATION ITEMS

- a. Action Items

One item is still under consideration by the Governance Committee as it involves a few different policies that are interrelated. Library Administration is working towards providing the policies related to this item for September or October.

- b. Chair's Report

No discussion.

D. Lemieux moved that the Board receive and file the information items. CARRIED.

7. DISCUSSION AND DECISION ITEMS

- a. Board Committees

- i. Audit Committee

At the June 9 meeting, the Committee reviewed the updated Risk Register and the financial statements to April 30. The Committee also discussed the first draft of the proposed budget and mill rate request for 2027 and 2028. There will be some refinement over the summer, and the next draft will be ready for the Committee's review in September.

- 1. Risk Register Update

J. Oni moved that the Board receive and file the Risk Register Update as presented. CARRIED.

- ii. Human Resources Committee

The CEO search is underway, and the Committee will continue to work with the search firm and Library Administration to conduct interviews. There are 4 candidates that have been advanced to the Committee for interviews.

- iii. Governance Committee

The Committee met June 1 and July 21 to continue their review of RPL's governance framework and policies, ensuring compliance with the General Bylaw and consistency and accuracy of policies according to practice. Work continues as well on the board evaluation and nominations process.

- 1. Policies

- a. Governance Policy

D. Lemieux moved that the Board approve the Governance Policy as presented. CARRIED.

b. Submissions and Delegations Policy

D. Lemieux moved that the Board approve the Submissions and Delegations Policy as presented. CARRIED.

iv. Strategic Planning Committee

The Committee has progressed towards a decision on next steps for the Central Library project, considering past materials and work and the current options available. Further discussion is required, and the Board anticipates having a decision ready by September.

1. Balanced Scorecard Update – July 2026

The Scorecard has been updated according to the objectives set for this year of the plan, and the areas currently noted as requiring attention or at-risk are predictable given this year's events.

M. Gavigan moved that the Board receive and file the Balanced Scorecard and Three-Year Deliverables Update as presented. CARRIED.

b. Financial Statements to April 30, 2026

No discussion.

J. Oni moved that the Board receive and file the Financial Statements to April 30, 2026 as presented. CARRIED.

c. Fleet Reserve Drawdown

One of RPL's delivery vans was in an accident, and there was no plan to replace the van this year, so it was not in the budget. This van had been slated for replacement next year so an early drawdown of the Fleet Reserve is needed. The insurance payout will be contributed to the Fleet Reserve, so the Reserve will be in relatively the same position next year as it is now.

J. Oni moved that the Board approve the drawdown from the Fleet Reserve as presented. CARRIED.

d. Staff Development Day Dates 2027-2029

Staff Development Day requires that all RPL locations close for the day, so Library Administration has proposed dates for the next three years to support advance planning. The dates proposed avoid major holidays.

M. Weimer moved that the Board approve closing the Library for Staff Development Day on April 16, 2027, April 28, 2028, and April 20, 2029. CARRIED.

8. CALENDAR OF EVENTS

No discussion.

9. CONTRACTS**a. Janitorial Services for māmawēyatitân centre**

māmawēyatitân centre is a partnership, and the partners take on different areas of responsibility to simplify payment of vendors. RPL has responsibility for the janitorial services contract, so is committed to the total amount and requires Board approval to proceed. As the Library's space within the centre is quite small, the payments from RPL will only be 6% of the total contract value.

The recommended vendor is the existing service provider. RPL's RFP process takes into account the Library's experience with the current vendor.

L. Deets moved that the Board approve entering into a contract with Cleanbrite Canada Ltd. for Janitorial Services at māmawēyatitân centre. CARRIED.

10. IN CAMERA SESSION

D. Lemieux moved that the Board enter an in-camera session. CARRIED.

The Board began their in-camera session at 4:55pm.

The Board returned to the public meeting at 6:18pm.

11. ADJOURNMENT

M. Gavigan moved to adjourn the meeting at 6:18pm. CARRIED.



Chair



Secretary