



**Township of Stirling-Rawdon
Stirling-Rawdon Public Library Board Meeting
Minutes
Library
Wednesday, September 16, 2026 @ 6:00 PM**

Members Present: Councillor Don Stewart
Member Stasia Bennett
Chair Miranda DeJong
Member Valerie Sills
Member Kristina Smith

Members Absent: Councillor Caroline Smith
Member Andy Kemp

Staff Present: Jaye Bannon, CEO / Head Librarian

1. Call to Order and Land Acknowledgement

Chair Miranda Dejong called the meeting order at 6:00pm

The Stirling-Rawdon Public Library acknowledges the land on which it is established and the work it does takes place in the traditional and unceded territory of the Huron-Wendat, Haudenosaunee and Anishinabek peoples and the neighbouring Mohawk and Algonquin Nations. We are committed to honoring their cultures and celebrating their commitment to the land. As settler Canadians we acknowledge the injustices of the past and express our collective desire for ongoing truth and reconciliation. We are grateful to have the opportunity to work and provide services on this land and by doing so we give our respect to its first caretakers and stewards.

2. Adoption of Agenda

2.1. Library Board Agenda -

SRS-260916-1

Moved by Member Valerie Sills
Seconded by Member Stasia Bennett

That the agenda for the Regular Library Board meeting held on
Wednesday, September 16, 2026, be adopted as presented.

Carried

3. Declaration of Pecuniary Interest

None

4. Approval of Minutes of Previous Meeting

4.1. Library Board Minutes -

SRS-260916-2

Moved by Councillor Don Stewart
Seconded by Member Kristina Smith

That the minutes of the Regular Library Board meeting held on
Wednesday, June 17, 2026, be adopted as presented.

Carried

5. Business Arising from Previous Meeting

Nothing to report

6. CEO Report

6.1. July/August CEO and Children's Summer Program Report

SRS-260916-3

Moved by Member Stasia Bennett
Seconded by Member Valerie Sills

That the July/August CEO and Children's Summer Program Report be
received and filed.

Carried

7. Chair Report

None

8. Council Report

Councilor Don Stewart provided an update regarding the retirement of CAO Shelley Stedall, noting that Kelly Pender will serve as Acting CAO until a permanent replacement is appointed by the new Council.

9. Financial Report

9.1. June 2026 Financials

SRS-260916-4

Moved by Member Valerie Sills
Seconded by Councillor Don Stewart

That the June 2026 Statement of Revenues and Expenditures be received and filed.

Carried

9.2. July 2026 Financials

SRS-260916-5

Moved by Member Kristina Smith
Seconded by Member Stasia Bennett

That the July 2026 Statement of Revenues and Expenditures be received and filed.

Carried

9.3. August 2026 Financials

SRS-260916-6

Moved by Member Stasia Bennett
Seconded by Councillor Don Stewart

That the August 2026 Statement of Revenues and Expenditures be received and filed.

Carried

10. Policy Review

10.1. Public Code of Conduct Policy #OP0821

SRS-260916-7

Moved by Member Stasia Bennett
Seconded by Member Valerie Sills

That the Public Code of Conduct Policy #OP0821 be approved as amended.

Carried

10.2. Safety, Security, and Emergencies in the Library Policy #OP0825

SRS-260916-8

Moved by Member Kristina Smith
Seconded by Member Stasia Bennett

That the Safety, Security and Emergencies in the Library Policy #OP0825 and Appendix to Policy #OP0825 be approved as amended.

Carried

10.3. Safety in Workplace Policy #OP0822

SRS-260916-9

Moved by Member Valerie Sills
Seconded by Member Kristina Smith

That the Safety in Workplace Policy #OP0822 be approved as amended.

Carried

10.4. Working Alone Policy #OP1025E

SRS-260916-10

Moved by Member Stasia Bennett
Seconded by Member Valerie Sills

That the Working Alone Policy #OP1025E be approved as amended.

Carried

10.5. Harassment and Discrimination Policy #HRP283 10A

SRS-260916-11

Moved by Member Kristina Smith
Seconded by Member Valerie Sills

That consideration of Harassment and Discrimination Policy
#HRP283 10A be deferred to the October 2026 Library Board
meeting.

Carried

11. Correspondence / Information

- 11.1. Ontario Library Service: Key Takeaways from Municipal Relations
and Your Library Series

SRS-260916-12

Moved by Member Stasia Bennett
Seconded by Member Kristina Smith

That the correspondence from the Ontario Library Service be
received.

Carried

- 11.2. Ontario Library Service: September 2026 Newsletter

[https://mailchi.mp/olservice/ols-newsletter-sept-
2026?e=4c58a91be3](https://mailchi.mp/olservice/ols-newsletter-sept-2026?e=4c58a91be3)

SRS-260916-13

Moved by Member Kristina Smith
Seconded by Councillor Don Stewart

That the September 2026 digital newsletter from the Ontario Library
Service be received.

Carried

12. Other Business

- 12.1. CyberSafe Stirling Update

SRS-260916-14

Moved by Member Valerie Sills
Seconded by Member Stasia Bennett

That the update from Don Rice regarding the CyberSafe Stirling project be received.

Carried

13. Closed Session

13.1. Convene in Closed Session

SRS-260916-15

Moved by Councillor Don Stewart
Seconded by Member Valerie Sills

That pursuant to Section 16.1(4.d) of the Public Libraries Act regarding labour relations or employee negotiations, we do now convene in Closed Session at 6:57pm.

Carried

13.2. Convene in Open Session

SRS-260916-16

Moved by Chair Miranda DeJong
Seconded by Member Stasia Bennett

That we do now reconvene in Open Session at 7:44pm and report on the Closed Session items.

Carried

14. Date of the Next Meeting

Wednesday, October 21, 2026 at 6:00pm

15. Adjournment

The meeting was adjourned at 7:45pm

