

Fort Frances Public Library

Board Meeting Minutes

Tuesday, June 9, 2026

The meeting of the Fort Frances Public Library Board took place in the 52 Canadians meeting room at the Memorial Sports Centre on Tuesday, June 9, 2026 @ 4:35pm.

Board Members in attendance: Sheri De Gagné, Robin Dennis, Deputy Mayor Mike Behan, Mayor Andrew Hallikas, Tanis Fretter, Ken Kellar, Hue Eldridge

Staff in attendance: Nadine Cousineau – CEO

Regrets: Councillor Bill Morrison Jr.

Call to order @ 4:35pm by Sheri De Gagné

Respect & Acknowledgement:

Read by Tanis F: We respectfully acknowledge that the Fort Frances Public Library is located on the traditional territory of Treaty 3. We honour the land and are committed to our relationship with all First Nations, Métis and Inuit Peoples who have stewarded these lands and waters for generations.

1. Declaration of Conflict of Interest – none

2. Approval of the Agenda & Call for non-Agenda Issues

a. Added to agenda:

7. Items for Action/Discussion

b. In-Camera Session

i. Move to go in-camera due to labour relations or employee negotiations

c. ToFF Vacation Policy - Management/Non-Union Employees

MOTION#2026-40 Motion to accept the agenda of June 9, 2026 as amended.

Moved by Ken K.

Seconded by Robin D.

CARRIED

3. Minutes of Previous Meetings

- a. May 21, 2026

MOTION#2026-41 Motion to accept the minutes of the May 21, 2026 meeting.

Moved by Tanis F.

Seconded by Mike B.

CARRIED

4. Business Arising from Minutes – none

5. Financial Report

- a. Budget YTD
 - i. Nadine gave a verbal update of the balance of the Library Board reserve account.

MOTION#2026-42 Motion to accept the financial report of June 9, 2026.

Moved by Hue E.

Seconded by Robin D.

CARRIED

6. CEO Report

- a. Nadine added to the report that she met with the ToFF CAO on June 2, 2026 to discuss the MOU.

MOTION#2026-43 Motion to accept the CEO report of May 16, 2026 – June 5, 2026 as amended.

Moved by Tanis F.

Seconded by Ken K.

CARRIED

7. Items for Action/Discussion

- a. Memorandum of Understanding between ToFF and FFPLB
 - i. Review and discussion of necessary edits.

MOTION#2026-44 Motion to approve the draft Memorandum of Understanding between the Town of Fort Frances and the Fort Frances Public Library Board.

Moved by Mike B.

Seconded by Ken K.

CARRIED

- b. In-camera Session

MOTION#2026-45 Motion to go in-camera @ 5:08pm due to labour relations or employee negotiations and due to personal matters about an identifiable individual.

Moved by Tanis F.

Seconded by Hue E.

CARRIED

The Board moved out of camera at 5:10pm.

MOTION#2026-46 Motion to accept the minutes of the in-camera session of May 21, 2026.

Moved by Robin D.

Seconded by Ken K.

CARRIED

c. ToFF Vacation Policy - Management/Non-Union Employees

- i. Nadine presented the recently updated ToFF Vacation Policy that applies to Management/Non-Union employees.

8. Policy Review

- a. GOV-08 CEO Performance Appraisal
 - i. Discussion regarding edits to the CEO Performance Evaluation Form.

MOTION#2026-47 Motion to approve policy GOV-08 as amended and move to a 4-year review.

Moved by Hue E.

Seconded by Tanis F.

CARRIED

9. Communication between Staff and Board

- a. The Board expressed thanks to the staff for their work on the annual book sale.

10. Information Items

- a. Correspondence – none
- b. 2025 FFPLTC Annual Report
- c. Friends of the Library Meeting Minutes
 - i. April 16, 2026
 - ii. Communication to the Friends of the Library – thank you for your hard work on the annual book sale.

11. Stating of next meeting date

The next FFPL Board meeting will be September 17, 2026 @ 4:35pm.

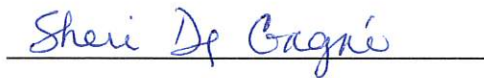
12. Adjournment

MOTION#2026-47 Motion to adjourn the FFPL Board meeting of June 9, 2026 @ 5:30pm.

Moved by Mike B.

Seconded by Hue E.

CARRIED



Sheri De Gagné, Board Chair



Nadine Cousineau, CEO