



## Ottawa Public Library Board

### Minutes

**Meeting #:** 23  
**Date:** June 10, 2025  
**Time:** 5 pm  
**Location:** Champlain Room, 110 Laurier Avenue West, and by electronic participation

**Present:** Chair Matthew Luloff, Vice-Chair Kathy Fisher, Trustee Jessica Bradley, Trustee Mary-Rose Brown, Trustee Alison Crawford, Trustee Rawlson King, Trustee Catherine Kitts, Trustee Harvey A. Slack, Trustee Adam Smith

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1. Notices and meeting information for meeting participants and the public  
Notices and meeting information are attached to the agenda and minutes, including: availability of simultaneous interpretation and accessibility accommodations; *in camera* meeting procedures; information items not subject to discussion; personal information disclaimer for correspondents and public speakers; notices regarding minutes; and remote participation details.

**This draft Minutes document contains a summary of the disposition of items and actions taken at the meeting. This document does not include all of the text that will be included in the final Minutes, such as the record of written and oral submissions. Recorded votes and dissents contained in this draft Minutes document are draft until the Minutes of the meeting are confirmed by the Board. The final draft Minutes will be published with the agenda for the next regular Board meeting and, once confirmed, will replace this document.**

Note:

1. The meeting began at 5:02 pm.
2. Trustees Jessica Bradley, Mary-Rose Brown and Adam Smith participated electronically.
2. Recognition of the Territory of the Anishinābe Algonquin Nation  
Chair Luloff welcomed member and attendees to the Ottawa Public Library Board meeting and delivered the Indigenous land acknowledgment statement.
3. Roll Call  
The Chair proceeded with roll call by voice in random order.
4. Regrets  
There were no regrets.
5. Declarations of Interest  
No Declarations of Interest were filed.
6. Confirmation of Minutes
  - 6.1 Minutes 22 - Tuesday, 13 May 2025
  - 6.2 Confidential Minutes 10 – 13 May 2025

Results: Carried
7. Communications  
There were no communications.
8. Chair's Verbal Update

**Commemorative Naming Proposals: Public Consultations**

Chair Luloff noted that public feedback is currently being solicited on commemorative naming proposals received in late 2024, including proposals for naming the programs rooms at the Alta Vista, Beaverbrook, and Sunnyside branches. The Chair reminded the Board of the OPLB Commemorative Naming Policy, updated in June 2024, for the naming of spaces within OPL facilities, or for naming events or programs as a public act to honour an individual or group's community impact. Everyone is encouraged to visit the Public Engagement page of the OPL website to provide input on the proposed names before June 12. Once the public engagement period finishes, staff will review the feedback and provide a report to the Board including recommendations for naming.

## **National Indigenous History Month**

Chair Luloff noted that OPL celebrates both National Indigenous Heritage Month and National Indigenous Peoples Day this month, with several events that highlight the contributions of First Nations, Inuit, and Métis peoples to our community. He encouraged everyone to join OPL for three upcoming events made possible through the generous support of the Friends of the Ottawa Public Library Association (FOPLA): On June 19, the St-Laurent branch will host a French event with Innu author and journalist Michel Jean (a moving history behind his book [\*"Kukum"\*](#)); on June 26, Library and Archives Canada will host an event for an evening of storytelling and insight with author Phyllis Webstad; and, on June 21, OPL will be on-site at the Summer Solstice at Wesley Cover Park for the Indigenous Festival with the mini Bookmobile, packed with great reads and resources for all ages. He encouraged everyone to check the OPL website for more information about these events, as well as booklists on the [Indigenous Resources web page](#).

## **2025 TD Summer Reading Club**

Chair Luloff highlighted the launch of the annual TD Summer Reading Club on June 9; this year's theme is "Around the World," allowing participants to experience adventures to faraway places. TD Summer Reading Club is designed to foster a love of reading and learning and helps prevent kids from experiencing a summer slide in reading and learning. Statistics from the TD Summer Reading club website show that 98% of parents and caregivers say their child maintained or improved their reading skills by participating, and 97% of children increased or maintained their enjoyment of reading during the program. By participating, kids can track their own reading; connect and share books with others across the country; join in activities; collect reading incentives; write jokes, stories, and book reviews, and more. Chair Luloff mentioned there are also great resources available for kids with print disabilities as well as for pre-readers and their families. He encouraged everyone to visit their local branch to sign up.

## **Teen Staycation**

Chair Luloff also noted that OPL is inviting Ottawa teens to come create, learn and "chill" at the Library this summer via the Teen Staycation programs. These initiatives will help teens connect with each other while gaming, sewing, or cooking, and are connected with booklists related to each activity.

## **MOTION OPL 20250610/1**

**That the Ottawa Public Library Board receive the Chair's verbal update for information.**

Results: Received

9. Chief Librarian/Chief Executive Officer's Report

**Pride Month**

Sonia Bebbington, Chief Librarian and CEO (CL/CEO) noted that June is Pride Month, an opportunity to celebrate the 2SLGBTQIA+ community. OPL will be hosting author Emily Austin on June 14, partnering with *Franco Fierté* for *le Projet des Récits arc-en-ciel*, and hosting a screening and discussion of the French film "Rosie." She encouraged everyone check out their local branch as well as the OPL website for these activities, as well as for other activities and resources.

**Employee Recognition Month**

Ms. Bebbington acknowledged the contributions of employees for Employee Recognition Month in June. She noted that employee expertise is key to OPL's Service Delivery Framework. She further highlighted their vitally important work in supporting the information and literacy needs of clients and supporting their colleagues in providing library services. On behalf of the Board, the Chair, and herself, she expressed thanks for the tremendously gratifying but also complex work that all employees do. Ms. Bebbington congratulated Amanda Spargo, Library Planning Consultant, Special Projects, who was recently nominated for the Ontario Library Association's Excellence in Children's or Teen Services Award for her over 30 years' advocacy for and involvement in innovative children's programming, resulting in hugely successful programs, such as Sensory Storytime and RoboRevolution. Ms. Bebbington noted that Amanda is deeply committed to children's services and builds strong local networks to ensure that library services meet the needs of the community. Ms. Bebbington also congratulated three OPL employees who were nominated for the City Manager's Award of Distinction: Sophie Leung-Hui from Ruth E. Dickinson branch was nominated as a Service Excellence Champion for her deep expertise and experience in different service areas that are matched only by her outstanding people skills. Cody Crawford from the Nepean Centrepointe branch, and also a long-time member of the Main branch team, was nominated in the Equity, Diversity, Inclusion and Belonging category for his work both with the OPL staff Pride Working Group and for strong collaboration with City staff. She said Cody's creativity, ever-ready sense of humour, and collegiality are truly an inspiration to all those lucky enough to work with him. Finally, Ms. Bebbington congratulated Anna Basile, Deputy CEO and Division Manager, Corporate Services for her nomination as part of the group involved in the 2024 Rural Summit. Anna's collaboration with City colleagues helped facilitate the Branch Services planning

for expanded hours of operation at OPL's rural branches and make the necessary connections to promote OPL's initiative. In closing, Ms. Bebbington thanked all employees who contribute daily to achieving the Library's goals, this month and year-round. The CL/CEO and the Board applauded all OPL employees.

### **Summer Hours**

Ms. Bebbington reminded everyone that as in previous years, Sunday hours will be paused during July and August and will resume on September 7 for applicable locations. She also reminded everyone that all OPL locations will be closed July 1, August 4, and September 1. A complete list of branch hours can be found on the OPL website at BiblioOttawaLibrary.ca, where everyone can also find virtual offerings available 24/7. Ms. Bebbington offered a summer reading recommendation: *"The Plot"*, by Jean Hanff Korelitz, a fun, funny, suspenseful, and twisty book she recently finished (loaned to her by Trustee Alison Crawford).

### **MOTION OPL 20250610/2**

**That the Ottawa Public Library Board receive the Chief Librarian/CEO's report for information.**

Results: Received

## **10. Reports**

### **10.1 Collection Development Policy**

File Number: OPLB-2025-0610-10.1

Sonia Bebbington, CL/CEO noted that in April, trustees received the Service Delivery Framework (SDF) Service Strategies report (OPLB-2025-0408-11.2) and approved the concept and outcome statements for the strategies, including the Collections Strategy. Within that report, staff indicated they would review the Content Services Framework to ensure alignment with the Service Delivery Framework, including the Collections Strategy. Sarah Macintyre, Division Manager, Client Services, then presented the Board with a high-level summary of the context for recommending conversion of the Content Services Framework into a Collection Development Administrative Policy. *(held on file with the Chief Librarian/Chief Executive Officer)*. Chris Simmons, Program Manager, Content Services was in attendance to assist in responding to questions.

The presentation included:

- A background context and history of some key milestones in developing Board-level strategic documents related to the collection;
- An overview of the review process for the Content Services Framework (governance structure review and substance review); and,
- A summary of further details on how the proposed Collection Development Policy will be applied at OPL.

Ms. Macintyre thanked the members of the Governance Standing Committee (Committee Chair/Trustee Bradley, Board Chair Luloff, and Trustees Crawford and Slack) for providing guidance to staff during the review process.

Trustee King affirmed that transforming the framework into a formal policy reflects a prudent governance approach, underscored by strategic oversight, and asked for additional information regarding monitoring and reporting practices to the Board under the new policy. Ms. Bebbington replied that the proposed policy does not alter the monitoring and reporting practices, including reporting on key performance indicators per existing authority under the Delegation of Authority Policy and related Board policies.

There being no further discussion, the report was RECEIVED and CARRIED as presented.

#### **MOTION OPL 20250610/3**

#### **That the Ottawa Public Library Board:**

- 1. Approve the conversion of the Content Services Framework from a Board-approved framework to an administrative policy; and,**
- 2. Receive the Collection Development Policy for information.**

Results: Received and Carried

#### **10.2 Brand Strategy Phase 3 - Visual Identity**

File Number: OPLB-2025-0610-10.2

Sonia Bebbington, Chief Librarian and CEO noted the collective excitement about this evening's reveal of the proposed new OPL visual identity, particularly following many months of dedicated work that included significant research and strategy development. Anna Basile, Deputy CEO

and Division Manager, Corporate Services introduced Ben Hagon, President, Intent and provided a presentation regarding the Visual Identity (*Held on file with the Chief Librarian and CEO*). Key highlights of the presentation included:

- Overview of Conceptual Inspirations;
- Process and Visual Identity (Colour and Black icon and wordmark, Tagline, Font details, and Applications; and,
- Next steps (Brand Equity, and Brand Implementation, including providing implementation updates to the Governance Standing Committee).

Chair Luloff congratulated staff and the design team for their outstanding work, noting that the visual identity is a striking brand that can stand alongside other notable brands in the National Capital Region.

Trustee King described the visual identity as cutting edge, and he highlighted how it complements the Ādisōke wordmark. He expressed his appreciation to staff and Intent.

Trustee Kitts congratulated staff and Intent on the hard work, commenting that she appreciated the intentionality behind the visual identity and appreciated the thought put into all components. She inquired into the rationale behind the departure from the City of Ottawa's established colour scheme, and Ms. Basile noted the design firm did provide staff with an option with a similar colour scheme to the City but it was not received as positively by those consulted as part of the discussions: the warmer colours (rather than the cooler colours of the City's logo) resonated with staff and members of the Governance Standing Committee. In addition to this, noting public feedback that the existing OPL logo is can be conflated with the City of Ottawa logo, it was decided to proceed with a different colour scheme. The new visual identity will allow OPL to maintain a connection with the City in terms of the 'O' motif and allows OPL to develop its own identity as a public library, a separate institution, and an independent agency of the City.

Trustee Smith commented that the proposed logo is beautiful and inquired regarding how the new visual identity will be integrated at branches. Ms. Basile noted that many OPL branches currently do not have signage on the exterior of their buildings; most have standalone signage on the roadway or on the easement; in some cases, these signs have been in place for up to 20 years. If the visual identity is approved by the Board, staff will be procuring a complete signage package including redesigns

and updates for these exterior signs (for which funding was secured as part of the 2025 budget).

Trustee Smith requested clarification that it was in fact the logo presented this evening that will appear on redesigned exterior signage, and Ms. Basile confirmed that is correct. She added that some branches do not have and will not have standalone signs, as described earlier, due to the specifics of their location (for example, branches that are co-located within a mall or a plaza, or those with special features such as back-lit signage).

Chair Luloff inquired regarding plans for branches that have their name displayed on the exterior wall, for example, Cumberland branch, and Trustee Crawford inquired regarding the pre-amalgamation OPL logo on the exterior wall of the St-Laurent branch. Ms. Basile confirmed that these specifics, and any recommended changes will be considered as part of the implementation plan. The priority would be to replace the very visual standalone exterior signs.

Vice-Chair Fisher expressed her support for the visual identity, commenting specifically that she felt the tag line was edgy, catchy, and quite spectacular, and that the French interpretation of the tag line was well done. Ms. Bebbington thanked Nadine Bernard, Program Manager, Communications, and her team for the thought that went into the interpretation. Vice-Chair Fisher inquired about the application and use of the tag line would be applied, and Ms. Basile noted that the brand strategy, once approved, will be integrated with the Communications plan, including for example programming and other campaigns and initiatives, such as those related to literacy or intellectual freedom.

Chair Luloff felt the tag line reflected OPL's values, and further observed that, in his opinion, it was evocative of a personal interaction in which individuals can connect with their own curiosity or explore ideas without limits. He believed the identity conveyed a key concept that supports recent initiatives by staff and the Board, while also pointing toward OPL's future direction. He also thanked Ms. Bernard and the Communications team for suggesting an excellent interpretation of the tag line in French.

In closing, Trustee Slack commented on the inspirational nature of the visual identity work, and congratulated staff and the design firm for their accomplishments on this project. He noted that the visual identity lends itself to many interesting, relevant, and unique interpretations, and will stand out among other cultural institutions in the National Capital. He



moved the following endorsement to be added to the current proposed motion:

Moved by Trustee Harvey A. Slack:

**That the Ottawa Public Library Board endorse the communication instruments as part of the Brand Strategy visual identity.**

CARRIED

There being no further discussion, the report was CARRIED, as amended.

**MOTION OPL 20250610/4**

**That the Ottawa Public Library Board:**

1. **Approve the new visual identity (icon and wordmark), as presented; and,**
2. **Direct staff to plan for an official public launch and coordinated roll-out in 2026.**
3. **Endorse the communication instruments as part of the Brand Strategy visual identity.**

Results: Carried, as amended

10.3 **Blackburn Hamlet Branch Lease Agreement**

File Number: OPLB-2025-0610-10.3

**MOTION OPL 20250610/5**

**That the Ottawa Public Library Board:**

1. **Approve a Lease Agreement (“Agreement”) with J&D Ladybug Holdings Ltd. (“Landlord”) for 7,333 square feet of commercial space at 199 Glen Park Drive for the continued use of the Blackburn Hamlet Library (“Premises”). The agreement is for a term of ten (10) years commencing December 1, 2025, and ending on November 30, 2035 (“Term”), with a total estimated consideration of \$1,614,704.72 plus HST for the Term; and,**
2. **Delegate authority to the Chief Executive Officer (CEO) to finalize and execute the Agreement in accordance with the terms and conditions detailed in this report.**

Results: Carried

#### 10.4 Ādisōke – Update on Construction and Operational Planning

File Number: OPLB-2025-0610-10.4

Craig Ginther, Division Manager, Facilities and Technology Services, and Tara Blasioli, Manager, Design and Construction, Buildings, Infrastructure and Water Services Department, City of Ottawa provided a presentation regarding the Ādisōke project, including updates regarding construction and operational planning (*Held on file with the Chief Librarian and CEO*). Key highlights of the presentation included:

- Construction progress and activities planned for 2025;
- Future building milestones and anticipated dates; and,
- Operational planning (preparing for opening and timelines).

Chair Luloff commented that he was particularly pleased to hear about the engagement of a third-party verifier to work with the project team and the contractor, as an unbiased expert, to review the potential pressure on the construction schedule. He reiterated his confidence in the project construction partners, and the importance of taking a prudent approach to the work being done. He also noted his appreciation for the early transparency in communicating the schedule pressure at this time, early on in the process of engaging with the contractor, as well as his appreciation for the trust exhibited by staff for the Board and Council, as well as the investment in the public's trust. In closing, he commented that he looks forward to further updates.

Vice-Chair Fisher asked staff to comment regarding the potential impact on the opening plans, and Mr. Ginther responded that there is no specific risk known at this point, adding that operational readiness continues. Ms. Bebbington further noted that, from a financial perspective, staff have maintained a high level of transparency with the Board regarding the impact of operational readiness on the annual budget, most recently in 2025. She highlighted that the hiring of positions for the Central branch at Ādisōke introduces some ongoing budgetary risk, particularly concerning the operational funding required in 2026.

Trustee Crawford inquired whether the timing of furniture procurement for Ādisōke might be adjusted considering rising prices driven by recent tariffs. Mr. Ginther responded that there is a project management office (PMO) committee considering this issue, particularly the sequencing of tenders (which have not yet been released), operating in close collaboration with the City's Supply department. He further added that

discussions will continue to best balance economic pressures with the timing required to ensure furniture is delivered when required; for example, the tender for shelving will likely be released first due to the time required for manufacturing.

Trustee Slack thanked staff for the presentation and commented that he drives by the site daily and continues to be impressed by the design and progress of the construction.

There being no further discussion, the report was received as presented.

### **MOTION OPL 20250610/6**

**That the Ottawa Public Library Board receive this report for information.**

Results: Received

#### 11. In Camera Items

There were no in camera items.

#### 12. Information Previously Distributed

##### 12.1 Memo - City reporting on Ādisōke

#### 13. Notices of Motions (For Consideration at Subsequent Meeting)

There were no Notices of Motion.

#### 14. Inquiries

There were no Inquiries.

#### 15. Other Business

Anna Basile, Deputy CEO and Division Manager, Corporate Services is reading *"The Women"*, by Kristin Hannah. Tara Blasioli, Manager, Design and Construction, Buildings, Infrastructure and Water Services Department is reading *"Table for Two"*, by Amor Towles. Trustee Kitts is continuing to read *"Empire of Pain"*, by Patrick Radden Keefe. Trustee King is reading *"Nexus"*, by Yuval N. Harari and *"Critical Communication"*, by Vincent Mosco. Nadine Bernard, Manager, Communications is reading *"The Blue Castle"*, by Lucy Maud Montgomery. Ben Hagon, President, Intent is reading "Iron John," by Robert Bly.

#### 16. Adjournment

**Be It Resolved that the Ottawa Public Library Board meeting be adjourned at 6:38 pm.**

17. Next Meeting

Tuesday, September 9, 2025 (July 8 and August 12 dates are held if required).

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Original signed by Matthew Luloff,  
Chair

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Sonia Bebbington, Recording  
Secretary