

Policy Type: **Governance**

Policy Number: **G-1**

Policy Title: **Statement of Authority and Principles of Governance Policy**

Policy Approved: November 2023  
Effective: January 2024 - December 2026

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## 1. PURPOSE

1.1 The Windsor Public Library Board is legally responsible for the Windsor Public Library by ensuring that it operates in accordance with the *Public Libraries Act* as amended. The Statement of Authority and Principles of Governance Policy defines the legal authority of the Windsor Public Library Board.

## 2. SCOPE

2.1 The Windsor Public Library Board, within the meaning of the *Public Libraries Act* as amended, provides governance and management of public library services in Windsor.

2.2 The Windsor Public Library Board supports the *Municipal Freedom-of-Information and Protection of Privacy Act (MFIPPA)*, *Copyright Act*, *Canadian Criminal Code*, *Canadian Charter of Rights and Freedoms*, and other laws governing intellectual property.

2.3 The Statement of Authority and Principles of Governance Policy applies to all Windsor Public Library Board members, employees, volunteers and agents; supports the principles of universal and equitable access and reflects the WPL Mission, Vision, Values and Customer Service Pledge:

**WPL Mission Statement:** “The mission of the WPL is to enrich our community by providing access to resources that inform and entertain.” “We believe in the freedom to read, learn and discover.”

## 3. POLICY

3.1 In accordance with the *Public Libraries Act section 3 (1)*, the council of the municipality of Windsor established the Windsor Public Library by the adoption of municipal bylaw # 829 July 9, 1894.

3.2 In accordance with the *Public Libraries Act section 3 (3)*, the Windsor Public Library is governed by the Windsor Public Library Board with charitable status #108215567 RR0001.

3.3 As per City Council resolution CR243/2013, the Operating Agreement of December 9, 2014, and the Amending Agreement of March 21, 2017, the Windsor Public Library is overseen by the Windsor Public Library Board, a distinct entity, and supported by the City of Windsor and the Province of Ontario.

3.4 The official records of the Windsor Public Library Board are kept at the Windsor Public Library Central Branch and within The Corporation of the City of Windsor’s digital storage, as the case may be.

## **Governance Policy**

### **G-1 Statement of Authority and Principles of Governance**

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3.5 The Windsor Public Library Principles of Governance requires decisions that are based on data and are in the best interest of the Windsor Public Library, including:

- a) Accurate and transparent financial accountability;
- b) Sustainable short and long term planning;
- c) Continuous community engagement;
- d) Supporting excellent customer service;
- e) Maintaining a healthy and safe workplace.