

REPORT

Oakville Public Library Board

Meeting Date: April 16, 2026

FROM: Oakville Public Library

DATE: April 7, 2025

SUBJECT: Q1 2026 Employee Retention and Turnover Metrics Report – April 16, 2026

RECOMMENDATION:

That the Q1 2026 Employee Retention and Turnover Metrics report be received for information.

KEY FACTS:

The following are key points for consideration with respect to this report:

- The Oakville Public Library (OPL) regularly reviews employee retention and turnover to support its commitment to attracting and retaining talent.
- OPL’s turnover rate for Q1 2026 is consistent with the previous two years.
- OPL continues to monitor natural attrition projections to support workforce planning.

BACKGROUND:

As of Q1 2026, two employees have separated from OPL, as illustrated in Chart 2.

No discernible trends in the reasons for separation have emerged to date.

With the recruitment of staff for Sixteen Mile branch operations and the resulting internal movement, OPL anticipates a modest reduction in total separations in 2026 compared to the previous year. Notwithstanding this projection, OPL recognizes that a degree of natural attrition is expected, reflecting the part-time nature of roles within the sector.

Chart 1: Q1 Turnover Rate

Turnover Rate % (as of March 31)	
2024	2.16%
2025	2.08%

2026	1.37%
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Chart 2: Q1 Reasons for Turnover



Chart 3: Employment Status/Turnover Rate

Employment Status	
Full-time	2%
Part-time	1%
Casual	0%

Chart 4: Retention

Retention Rate % (Q1 2026)
88%

Definitions

- Retention Rate % calculation - # of staff with 1+ years *100/# of employees at the beginning of a period (January 1)
- Turnover rate % calculation - # of employees separated/# of employees at the beginning of a period (January 1)
- Personal – Defined based on Service Canada's Record of Employment (ROE) with the exception of Career and Retired
- Employment status/turnover rate % calculation - # of employees separated/# of employees at the beginning of a period (January 1)

Reference

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