



**Meaford Public Library**  
**Library Rules of Conduct**  
**Policy-5**  
**May 2023**

---

Everyone is welcome at the library. We are committed to creating and maintaining a safe, positive, and quality environment where we treat each other with respect and courtesy as set out in the Ontario Human Rights Code.

At the Meaford Public Library, everyone's conduct will be:

- Mutually respectful
- Responsible
- Law-abiding
- Considerate of library property

Everyone is expected to:

- Attend to and supervise children in their care.
- Attend to personal belongings.
- Dress appropriately, including always wearing shoes and shirts.
- Consume food and drink subject to responsible behavior.
- Notify library staff before posting notices, flyers, or brochures.

The Library will exercise zero tolerance to:

- Harassment, assaults, or use of insulting or threatening language to any library customer or staff member. This rule applies to behavior both in person and over the telephone, e-mail, or other electronic means.
- Vandalism, theft, or weapons. This includes changing passwords or homepages on the library's computers; defacing library materials; copying audiovisual materials; defacing library property.
- Disruptive behavior, obscene language, or any other unacceptable behavior
- Intoxicated individuals or anyone who can be seen as a threat to public health and safety.
- The use of rollerblades, skateboards, etc. are not permitted in the library.
- Photographing, filming, or videotaping without prior approval from the Library CEO or designate.
- Petitioning, soliciting, or engaging in commercial activity may not be conducted on library premises unless authorized by the Library CEO or designate.
- Using cell phones, laptops, computers, or other devices in a manner which disturbs others use of the library.
- Occupying areas designated for staff unless accompanied by an authorized staff member.

- Smoking or vaping.
- Sleeping in the library.
- Library materials in public washrooms of the library.
- All service animals will be permitted at the library. Other animals may be permitted at the discretion of staff. Animals must be well behaved and under the owner's control at all times. Should a patron require accommodation for health reasons due to service animals being present in the library, staff will ensure the patron is accommodated.

Those persons who do not follow the Library Rules of Conduct may be subject to the following:

- Exclusion from the library
- Suspension of library privileges
- Cost-recovery for damages
- Prosecution

Appeal Process:

1. Individual(s) wishing to appeal any disciplinary measure may present their case to the Library CEO in writing within 14 days of the decision. The written appeal must be mailed to the Meaford Public Library, Attention Library CEO, 11 Sykes Street North, Meaford, ON, N4L 1V6.
2. The Library CEO, in consultation with the appropriate staff and the Library Board, will review the appeal and any decision made is final.

**Related Documents:**

***Child and Family Services Act***, R.S.O 1990, c. C.11

***Criminal Code*** R.S.C., 1985, c.C46

***Human Rights Code***, R.S.O. 1990, c.H.19

Meaford Public Library, ***Policy 2 Internet Services***

***Public Libraries Act***, R.S.O. 1990, c. P.44

***Trespass to Property Act***, R.S.O. 1990, c. T.21

Approved: January 2000

Revised: June 2013

Revised: July 2017

Revised: May 2023

---

Meaford Public Library Board Chair

---

Meaford Public Library CEO