

Rates and Fees Policy

Policy Number:	OP-007
Policy Category:	Operations
Approved by:	OPL Board
Accountability:	CEO or designate
Approval Date:	January 16, 2025
Effective date:	January 17, 2025
Next Review Date:	2028
Supersedes:	Rates and Fees Policy approved May 28, 2021

Purpose Statement:

The Oakville Public Library (OPL) charges fees in accordance with the Public Libraries Act, RSO 1990, c. P.44. In doing so, OPL strives to balance its philosophy of equitable access with its obligation for financial accountability. The purpose of this policy is to ensure that staff and the public are aware of the nature of the fees charged, the approval process and where a record of the fees can be found.

Scope:

This policy applies to all services and programs delivered by the OPL on its own or in partnership with other organizations.

Policy Statement:

Oakville Public Library (OPL) is committed to maintaining barrier-free access library service and recognizes that financial barriers should be minimized whenever possible.

OPL does not charge fines for overdue materials but does impose replacement fees for lost or damaged materials, rental fees for booking library spaces, and cost-recovery fees for material use in Creation Zone services and specialized library events.

Other rates and fees may be charged for specific services, programs, equipment, spaces or materials on a cost-recovery basis.

All rates and fees are approved on a yearly basis by the OPL as part of the annual operating budget planning process and listed on the Town of Oakville website, as well as on the relevant pages on the OPL website.

References:

Public Libraries Act, RSO 1990, c. P.44

Membership Policy

Library Space Booking Policy