

**Policy No.:** P25

**Policy Title:** Use of Library Space

**Date Originated:** May 2023

**Date Last Reviewed/Revised:**

**Point of Contact:** CEO/Director of Public Libraries

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## POLICY STATEMENT

The public library is a foundational institution for informed and inclusive democracies, and it plays an important role in civic dialogue and debate. Pickering Public Library must always act and appear to act in a non-partisan way, especially while supporting the democratic process, freedom of expression, and informed discussion on political issues.

## DEFINITIONS

### Client

- Any user of library spaces, services, programs, or resources.

### Partisan Political Organization or Group

- Any committee, club or other organization which is affiliated with a political party or candidate for public office.

## POLICY PRINCIPLES

1. The Library may engage in non-partisan activities that encourage civic engagement. The Library will not support, endorse, or advocate the viewpoints or beliefs of any one candidate, political party, or partisan political organization or group.
2. Elected officials, candidates for political office, representatives of political parties, and registered third party advertisers may not use open Library space or property to solicit or advocate among library clients and may not use open Library space or

property to make public statements or host media events, unless they are part of a shared Library program or announcement.

3. The Library and its grounds are not available for use by the public for the purpose of distributing petitions or literature, canvassing, surveying, or protesting.
4. This policy allows for the surveying of groups or individuals to collect data about library use or satisfaction with library services.
5. Individuals who are conducting activities covered by this policy must not intimidate or harass library clients; must not block, hinder, or impede travel to or from the Library; and must not disrupt the orderly operation of the Library and its services.
6. The Library's administration may deny or cancel a meeting room or facility booking when they reasonably believe that the proposed use is likely to or will include any prohibited activities or violations of the Use of Library Space policy.

## RELATED POLICIES & PROCEDURES

- Display of Promotional Material Policy
- Events Policy
- Photography and Video in the Library Policy
- Room Bookings by External Groups Policy
- Use of Library Resources During an Election Campaign

Alternate formats of this document are available upon request.  
Please speak to Library staff for assistance.