



ADMINISTRATIVE CONSOLIDATION OF BY-LAW NO. 1417 CONCERNING THE MUNICIPAL LIBRARY

Amended by By-laws: 1417-1 and 1417-2

Updated to: August 21, 2024

DIVISION I

INTERPRETATION PROVISIONS

1. The municipal library of the Town of Mount Royal shall be known as the “Reginald J. P. Dawson Library” in English and “bibliothèque Reginald-J.-P.-Dawson” in French.
2. Wherever the word “library” shall appear in this by-law, it shall be deemed to mean the Reginald J. P. Dawson Library unless the context indicates otherwise.
3. The masculine gender shall include the feminine gender unless the context indicates otherwise.

DIVISION II

MEMBERSHIP

4. Application for membership in the library shall be by means of a registration procedure by which the applicant shall set forth such information as the library may require, including proof of residence. Upon completion of the registration procedure, a membership card shall be provided, which must be signed by the member.
5. Residents of the Town of Mount Royal (the “Town”) or persons owning immovable property in the Town shall be entitled to free library membership upon registration thereto.

6. (Repealed)
(2020) 1417-1, s. 1

7. Members of the Town's personnel as well as employees of a business located on the territory of the municipality shall be entitled to free library membership upon registration thereto and upon presentation of a letter from the employer confirming employment status. Such registration shall be subject to renewal every year.
(2024) 1417-2, s. 1

8. Non-residents of the Town shall be eligible for a single library membership upon registration thereto and upon payment of the following membership fee:

- Adults (ages 13 to 64) \$95/year
- Adults (ages 65 and over) \$70/year
- Children (ages 12 or less) \$75/year

Such registration shall be subject to renewal every year.
(2020)1417-1, s. 2; (2024) 1417-2, s. 2

9. Children attending schools within the Town but not residing in the Town shall be entitled to free library membership provided that such attendance is confirmed by the school. Parents are responsible for the return of borrowed material and for any fees incurred by their child.
(2024) 1417-2, s. 3

10. Library management reserves the right to charge a \$10 fee for the replacement of any lost membership card.
(2020) 1417-1, s. 3 (2024) 1417-2, s.4

DIVISION III

LOANS

11. A member shall present his membership card when borrowing books or other materials. Membership cards are non-transferable.

12. The borrowing periods and number of documents outstanding for one member at one time shall be established by the library, who shall post a notice in the library three weeks in advance of any change.

DIVISION IV

FEES

(2024) 1417-2, s.5

13. Every borrower of a document from the collection normally lent by the library shall return the document in good condition by the due date. It is forbidden to tear, cut, annotate or alter a document. In the event of damage to or loss of the borrowed document, the document replacement cost plus a billing fee of \$5 per document shall be charged.

A document unreturned after 28 days shall be deemed lost and billed at replacement cost plus an administration fee of \$10 per invoice. The borrowing privileges of the member shall be suspended after 14 days until payment is made or the borrowed document returned. Should the member return the document in good condition, the replacement charge shall be cancelled but the administration fee shall remain payable.

(2020) 1417-1, s. 4; (2024) 1417-2, s. 6 °

DIVISION V

POWERS OF THE HEAD OF LIBRARY DIVISION

14. The head of the Library Division, in exercising his powers under this by-law, shall be responsible for the management of the library. For this purpose, he may adopt such internal rules and regulations as hem he may deem to be expedient for the management of the library and all its services, and to maintain peace and order in the building.

15. The head of the Library Division may suspend the rights of any library member [...] for non-compliance with this by-law and may restore such rights when the member has fulfilled his obligations under this by-law.

(2020) 1417-1, s. 5

Note: a clerical mistake has been corrected.

Official by-law differs, but not in substance.

DIVISION VI

COLLECTION OF FEES CHARGED

(2020) 1417-1, s. 6

16. Any fees to which any person is liable under this by-law shall be deemed to be a debt to the Town and may lead to prosecution before the municipal court.

(2020) 1417-1, s. 6

DIVISION VII

PENAL PROVISIONS

17. Whoever contravenes any provision of this by-law shall be liable to a fine of no less than fifty dollars (\$50) and no more than:
- (1) in the case of a first offence, one thousand dollars (\$1,000) if the offender is a natural person or two thousand dollars (\$2,000) if the offender is a legal person, a company or an association;
 - (2) in the case of a subsequent offence, two thousand dollars (\$2,000) if the offender is a natural person or four thousand dollars (\$4,000) if the offender is a legal person, a company or an association.
18. If the infraction continues, such continuation shall constitute a separate offence day by day.
19. Payment of fees charged for a contravention shall not release the person concerned from the obligation of complying with this by-law.
(2020) 1417-1, s. 7

DIVISION VIII

AMENDING PROVISIONS

20. This by-law shall replace By-law No. 741 Establishing Rules and Regulations with Respect to the Municipal Library.

DIVISION IX

COMING INTO EFFECT

21. This by-law shall come into effect in accordance with the law.