

**Subject: Library Building Reserve**

**Department: Community Services**

**Division: Orangeville Public Library**

**Report #: CMS-2023-017**

**Meeting Date: 2023-05-15**

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### **Recommendations**

**That report CMS-2023-017, Library Building Reserve, be received;**

**And that Council approve the Library Boards' request to access to the Library Building Reserve to a maximum of \$52,000 to cover the cost of tile flooring on the lower level of 1 Mill Street and artistic branding;**

**And that Council contribute up to one third of the cost to complete the Facility Needs Assessment Study (from the Library Building Reserve) in collaboration with Facilities/Recreation, to a maximum of \$ 75,000.**

### **Purpose**

The purpose of the report is to seek Council approval to access funds to a maximum of \$127,000 from the Library Building Reserve (current balance \$477,550) for two capital projects: new tile flooring and artistic branding for the Mill Street Library, and to contribute a third of the total cost for the Community Services' Facility Needs Assessment Study.

### **Background and Analysis**

#### **Mill Street Flooring and Branding**

The creation of the new elevator shaft and washrooms at Mill Street Library required the pink tiles in those areas be removed. The contract for this project covers the cost of replacing the tile in the affected area, however, this would result in two different types of flooring on the main landing of the lower level. This is an aesthetic issue as the existing flooring, although past its life expectancy, is not failing.

The artistic branding includes finishing touches to the green living wall and enhanced design of the book drop. These proposed upgrades are not within the original scope, or budget, of the Mill Street Library renovation project.

At the April 26, 2023 meeting of the Library Board the following motion was approved.

Report 23-05 Renovations at the Mill Street Library\_(Attachment 1)

**That report 23-05, dated April 26, 2023, with respect to the Library Building Reserve, be received;**

**And that the board approve the allocation of funds from the Library Building Reserve to cover the additional costs outside the contract for the renovation of 1 Mill Street:**

- 1) additional flooring to a maximum of \$ 27,000**
- 2) artistic branding to a maximum of \$ 25,000, both subject to final Council approval.**

#### Facility Needs Assessment Study

At the November 22, 2022, library board meeting a motioned passed approving the justification and cost estimate for the Study, at that time the source of funding was not identified as the library building reserve.

During Council budget deliberations in January 2023 \$100,000 was committed to the Facility Needs Assessment Study from the Library Reserves. The Library Board had yet to approve this funding.

On April 26 the Library Board approved a maximum of \$75,000 to be sourced from the Library Building Reserve. This funding was adjusted from its original amount of \$100,000 and now requires Town Council approval. The motion from the Library Board is as follows.

Report 23-07 Update on 2023 Capital Budget (Attachment 2)

**That report 23-07, dated April 26, 2023, with respect to the Update on 2023 Capital Budget, be received;**

**And that the board approve the allocation of an amount not greater than one third of the cost of the study to a maximum of \$75,000 from the Library Building Reserve; subject to final approval by council.**

The Library Board appreciates Councils support in exploring options for future library enhancements.

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## **Strategic Alignment**

### **Strategic Plan**

Strategic Goal: 2 – Future Readiness

Objective: 4 – Due Diligence

### **Sustainable Neighbourhood Action Plan**

Theme: Corporate and Fiscal

Strategy: Demonstrate municipal leadership by considering the environmental, social, and economic impacts of all Town decisions

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## **Financial Impact**

Reduction to the Library Building Reserve to a maximum of \$ 127,000 from the current balance of \$ 477,550.

Respectfully submitted

Prepared by

Heather Savage,  
General Manager, Community Services

Darla Fraser,  
CEO, Library

**Attachments:**

1. Report 23-05 Library Building Reserve
2. Report 23-07 Update on 2023 Capital Budget