



Staff Report

Report To: Council Meeting

From: Robin Greenall, Chief Administrative Officer

Date: 2025-03-13

Subject: West Lorne Library and Community Complex Renovations

Recommendation:

That the West Elgin Council hereby receives the West Lorne Library and Community Complex Renovations report from Robin Greenall, CAO; And

That Council direct staff to proceed with contracting Spriet Associates to complete Architectural Drawings and cost estimates for the renovation project.

Purpose:

To provide Council with information to support their decisions to approve the next steps in the West Lorne Library and Community Complex Project.

Background:

Council at its September 12, 2024, meeting received notice that the Elgin County Council approved to expand the West Lorne Library facility. Next step is for the West Elgin Council to approve design and costing for the project.

Staff recommend architectural drawings and cost estimates for the project for the following areas:

Library Renovations

Main Library Space

The library renovations will consist of removal of the wall that separates the existing library from the old Employment Services Office. Elgin County Library Services provided West Elgin with preliminary drawings to detail their service needs. See attached design.

Washroom and Main Entrance

In addition to the main library space, the washrooms in the central hallway will need renovations to meet 2025 AODA and building standards. Renovations to the main entrance/ hallway will relocate the library's main entrance and provide additional access to the kitchen from the library space.

Council Chambers

Renovation of Council Chambers was not in the original scope of work; however, this is an opportunity to consider as renovations to main floor of the West Lorne Community Complex are occurring and to take advantage of available onsite trades and contracting services.

Staff propose that Council consider relocating the wall that divides the kitchen and storage space from Council Chambers so that the kitchen/ storage space is reduced to half its size and Council Chambers is increased. This renovation will permit:

- Better space allotment for both Council and staff seating, and placement of technical equipment.
- Better space allotment for community attendees.
- Increased security by removing the open passage and reducing sound transfer during closed meetings.
- Increase safety by creating accessible exit points.

Staff propose architectural drawings be prepared for both the library and council chamber spaces, and project costing be prepared and submitted in two parts allowing Council to consider the project as a whole and as separate areas. Architectural drawings are required for the project to proceed to the RFP process, projected costing will provide Council with a realistic cost of the project(s) and support their funding decisions.

Financial Implications:

Estimated cost of Architectural drawing is \$15,000.

Policies/Legislation:

Alignment with Strategic Priorities:

Infrastructure Improvement	Recreation	Economic Development	Community Engagement
<input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth.	<input checked="" type="checkbox"/> To provide recreation and leisure activities to attract and retain residents.	<input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living.	<input type="checkbox"/> To enhance communication with residents.

Respectfully submitted by,

Robin Greenall
CAO