

Mississippi Mills Public Library Almonte Branch Space Needs Analysis Report

February 2, 2021



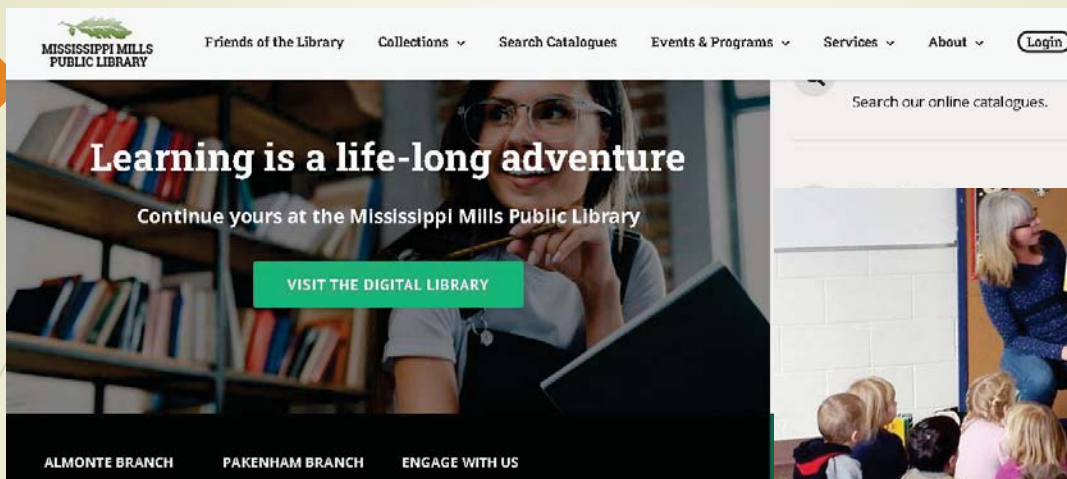
Acknowledgements

- ▶ Library Expansion Committee for astute and wise guidance
- ▶ Library Staff – Full time, part-time – for exemplary insights amid a challenging time
- ▶ All who answered surveys – 390 Respondents
- ▶ Focus Group participants
- ▶ Municipal Staff
- ▶ Mayor and Council



The Space Needs Analysis determined that the Almonte Branch is a:

- community-supported library system that dates back to the 1820s
- key hub and anchor for downtown
- centre of knowledge and learning
- gathering place for the entire community
- site advantageously located adjacent to OVTR Alameda corridor



Mississippi Mills Public Library

Our mission is to inspire lifelong learning, provide equitable access to information, advance knowledge and strengthen our community.



Libraries are

important to the long-term economic and social well-being of a community

a safe and accessible space to research, transfer and develop knowledge, expertise, and social/professional networks

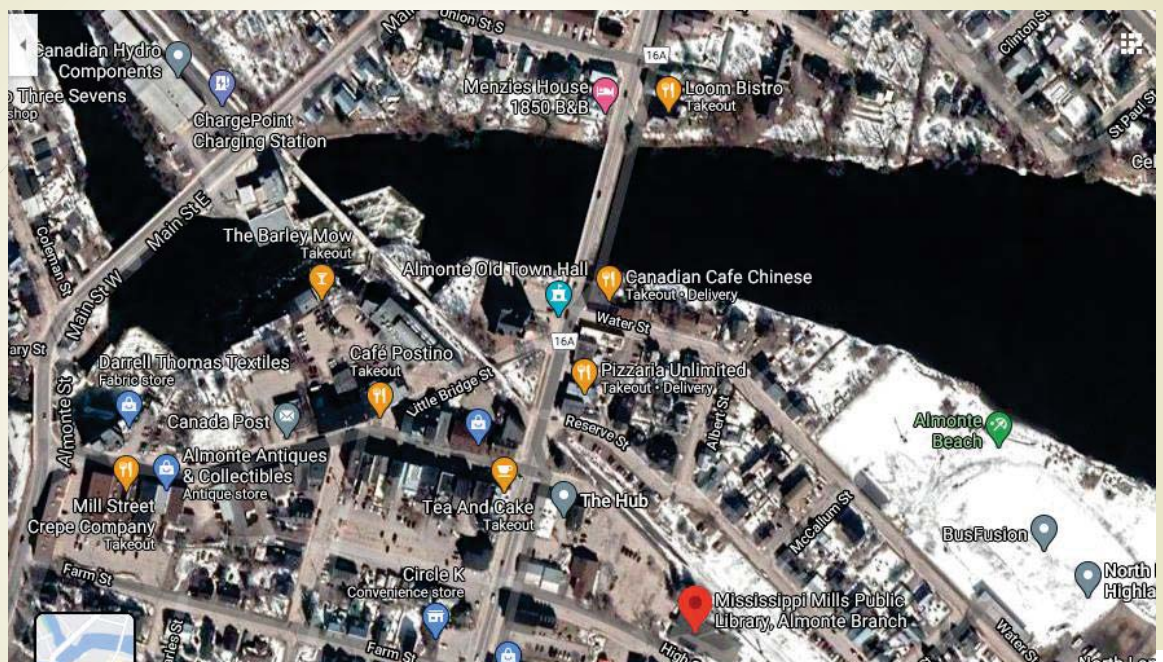
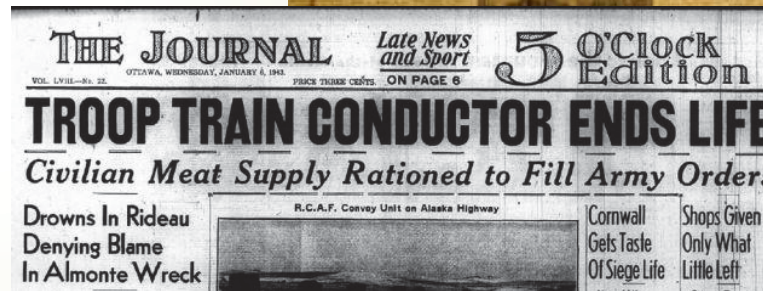
Library Strategic Plan, 2016–2028



Almonte Library Site : Always A Gathering Place



Place of commemoration



An important anchor for Almonte's Downtown



Historical notes



- Library was first conceived by settlers in 1828. Lord Dalhousie, Gov-Gen of the colony of Canada was first patron
- 1829 Ramsay Library Association founded library in Appleton
- Ramsay Mechanics Institute, which became the Almonte Mechanics Institute promoted the community library
- Almonte Library had a downtown location until ultimately moving to the Town Hall in 1967
- Amazing staff : Elizabeth Kelly, Else Geuer and to today – continuity, caring, and sense of community

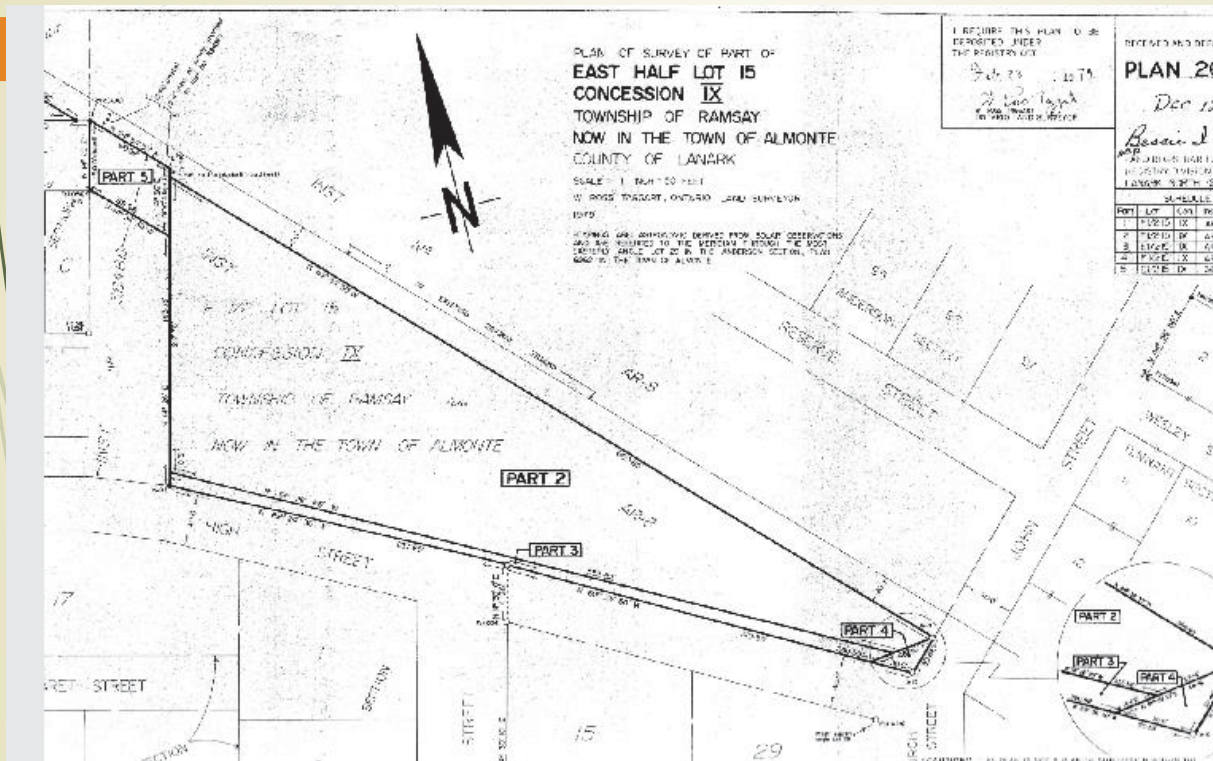


"Boulevard of beauty"

Library has a prominent position
Residents and tourists use this trail



Unique property offers opportunities and challenges – adapting to a railway right of way



Final Report Contents

- 1.0 Executive Summary
- 2.0 Introduction: Intent, Method, Background Resources
- 3.0 Community Survey
- 4.0 Focus Groups
- 5.0 Functional Analysis and Space Allocation
- 6.0 Design and Function Consultation
- 7.0 Design Guidelines
- 8.0 Costing Estimates
- 9.0 Lessons Learned : North Grenville, Pakenham
- 10.0 Conclusions and Recommendations
- 11.0 Appendices

2.0 Analysis Study Process

- Expansion Committee formed to oversee the Space needs Analysis work
 - Project was broken down into eight phases.
 - Big Thinking was contracted to complete Phases 1 through 3, with an offer to freely assist with document development and presentation in phases 4 and 5.
 - Phases 6 to 8 are not within the scope of the contract.
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- Phase 1: Planning and Fact Finding, Background
 - Phase 2: Concept Planning working within design protocol determined in Phase 1
 - Phase 3: Final Report Space Needs Analysis from Consultants
 - Phase 4: RFP
 - Phase 5: Funding
 - Phase 6: Preparation
 - Phase 7: Construction
 - Phase 8: Completion



3.0 Community Survey As Part of Consultations

- 390 responses
- Majority weekly or monthly users from Almonte and Ramsay

Possible “blue sky” improvements, in order of responses included:

patio/outdoor sitting space

more lounge areas

creative space for adults

more quiet reading/study spaces

creative space in children's area

computer gaming room/teen space

larger children's library

more computers/printers

more large meeting rooms

more small meeting rooms

4.0 Focus Groups:

Four sessions were held with seniors, families, youth, partners and one extra with Library staff

Summary of Desired Results:

- ▶ Upgrades to current space (roof, HVAC, electrical, plumbing, windows)
- ▶ Meeting and programming space (story time, STEM, youth, gaming)
- ▶ Community (multi-use, flexible) space
- ▶ Outdoor space with relationship to OVRT/community
- ▶ Quiet space (study, reading)
- ▶ Technology space (rentable office)
- ▶ Community kitchen – commercial if possible
- ▶ Storage – incorporate storage in every new space



5.0 Functional Analysis

- ▶ Study was guided by ARUPLO Guidelines for Rural/Urban Public Library Systems (building code for Libraries)
- ▶ Library was originally built in 1980
- ▶ Renovation/Extension 1996
- ▶ Population of Catchment Area (Mississippi Mills): 13,163 (per 2016 census)
- ▶ Projected Population of Catchment Area in 2038: 21,000 per Mississippi Mills population projections * (COP numbers)
- ▶ To determine the projected population, we looked at the Population Study contained in the Mississippi Mills 2017 Community Official Plan, and the Population Forecast contained in the Mississippi Mills 2018 Development Charges Background Study.



Results of Functional Analysis Discussions

- In review of the population projections, the Almonte Branch will be considered a Large Branch by the recognized professional standards. A large branch should be planned at 10,000 to 35,000 square feet in size with proactive community consultations
- In consultation with library staff, we determined that the Almonte Branch library space, in square feet, should be planned at 15,900 by 2028, and 18,400 by 2038

Results of Functional Analysis ...continued

- When planning a capital project of this size and building complexity, logic dictates that we should plan to 2037.
- Therefore, an increase from 8,400 sq. ft. to 18,400 sq. ft. (net gain of 10,000 square feet) plus additional programmed exterior space on the site is an optimal working assumption for the Space Needs Analysis. (think long term)

6.0 Design and Function Consultation

Participants included representatives from the Library Expansion Committee, library staff, municipal Heritage Committee, and municipal staff including Facility Coordinator Dan Cousineau, Planner Nikki Dwyer and Fire Chief Chad Brown.

Agenda included:

- ▮ Heritage context
- ▮ Physical building and site values
- ▮ Community context
- ▮ Heritage Conservation District guidelines



Results of Discussions

The Site

- Size of the triangular former CPR lot is 1.537 acres.
- No re-zoning is necessary
- Current parking lot could be utilized for the proposed library expansion
- Reduce asphalt, more landscaping
- Contaminants may be an issue

Existing Building Rehab/Retrofit

- Radiant floor heating is desirable
- Resolve existing HVAC, plumbing, windows, building envelope issues
- Investigate the solar panel partnership



Results of Discussions

New Construction/Expansion and Design

- Don't replicate the former station – contemporary design is recommended.
- It would be efficient to “go up” – upper space could be revenue generating
- Be bold with new design – make this a signature project
- Compare costs of substantial retrofit, vs new construction
- Keep interior features that are “liked” by staff and patrons
- The Alameda project integrates with proposed design changes - the view to the river should be optimized
- Consider co-housing municipal services/staff in the expanded facility



Results of Discussions

Commemoration and Community History

Phased expansion could be connected to this anniversary

- 2023 is the 200th Anniversary of Ramsay Township commemorated by Municipality of Mississippi Mills
- Ramsay Township is where the library system began



Space Allocation

A space allocation meeting was held with library senior staff with the consensus that a modest expansion of approximately 5000 square feet plus outdoor program space might serve the future needs of Almonte branch library, increasing the current library from 8410 to 13,507 square feet.

(These size estimates evolved with further consultations on longer range planning)

The Library is separated into 4 areas, and the areas are then further broken down into specific spaces and use.

- A. Collections
- B. Public service
- C. Staff service
- D. Non-assignable space

The Final Report details these space use allocations

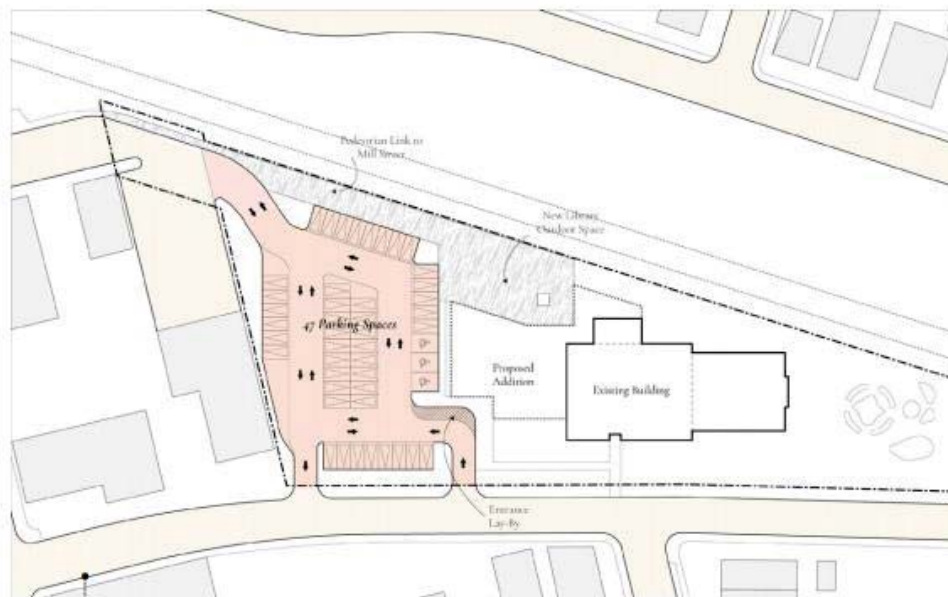


	Current Allocation	ARUPLO Standard	2028	2037	Net Increase
Collections Area Total	2190	3000 - 6200	5500	5500	3310
Collections	1092		1100	1100	8
Local History	18	200 - 400	400	400	382
Children	825		3000	3000	2175
Teen	255		1000	1000	745
Public Service Areas Total	2225		5158	6658	2,933-4,433
User seating/flexible space	906	2100 - 7000	1500	3000	2094
Public computers	263	210 - 875	500	500	250
Program Rooms	398	750 - 1500	1500 (3 rooms)	1500 (3 rooms)	1102
Study Room	358	330 - 660	658	658	300
Technology Space	0	150 - 300	300	300	300
Public Toilets	300		700	700	400
Outdoor Space					
Staff Service Areas Total	1003		1440	1440	437
Service/circulation desk	155	350 - 500	200	200	45
Work Room, office	660	500 - 800	1000	1000	340
Staff Lunchroom and lockers	160	200 - 350	200	200	40
Staff Washroom	28	25 - 50	50	50	22
Non-assignable space (storage, mechanical, foyer, corridors, ,etc.	2982	1954 - 4671	3802	4802	820-1820
Components Total	8400	9769 - 23,356	15,900	18400	7,500 - 10,000

7.0 Design Guidelines

This report summarized existing information, including :

- The history of the Library and its role in Almonte's community development
- Condition reports on the building infrastructure
- The site's physical layout and its relationship to downtown Almonte
- Community engagement reports, library user feedback,
- An articulation of values and principles for the project
- Comparable examples
- Graphic illustrations of Option "block models"



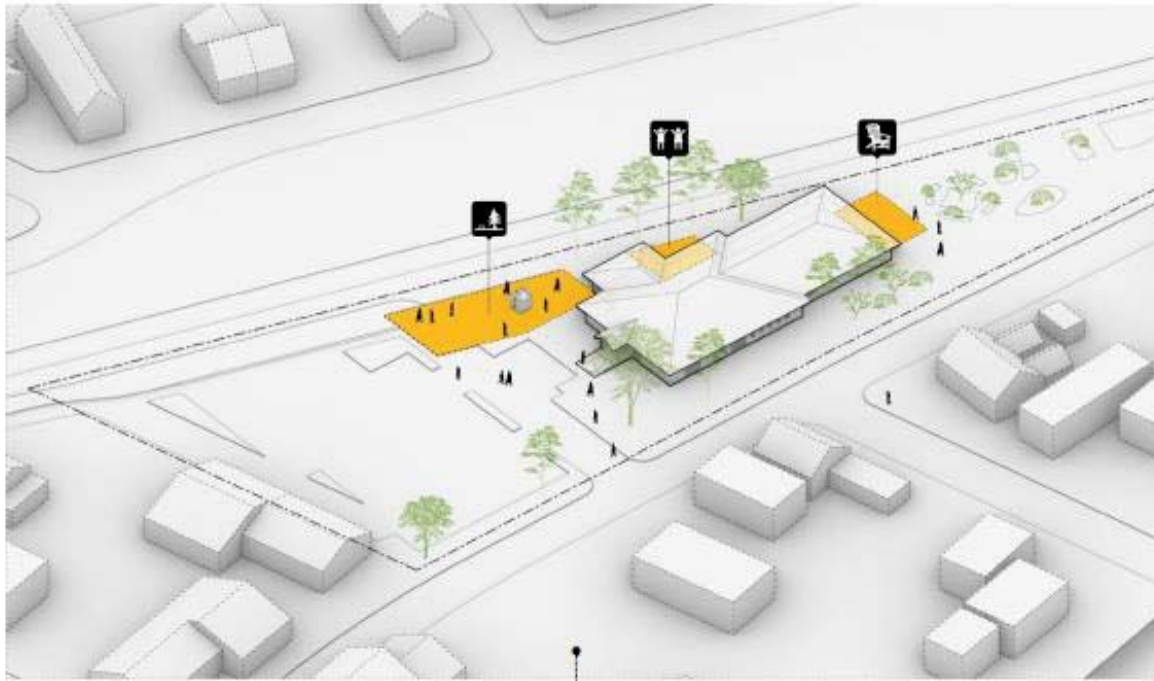
Revised Parking Lot to Accommodate Expansion

— Diagram of a possible parking lot scheme with the following attributes:

A size reduction in parking spaces while retaining the same total number of spaces
A vehicular drop-off zone

The removal of green islands to maximize configuration potential for farmers market
A one-way entrance and exit model





Main Outdoor Area



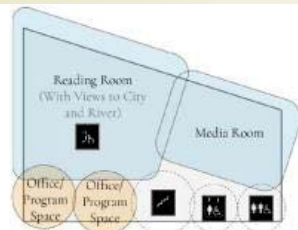
Outdoor Area for Children (Supervised)



Sitting Area within View of Existing Gardens



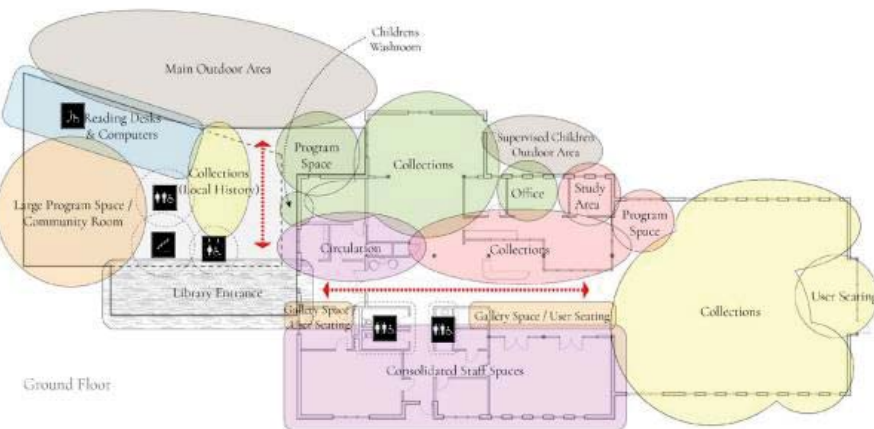
Areas Best Suited to Accommodate Outdoor Programs



Second Floor

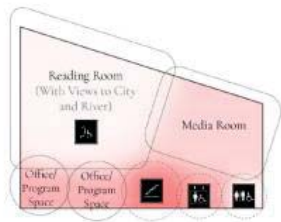
Legend

Primary Circulation	Reading, Computer and Media Spaces
Stairs	Public Rooms (Including Spaces that may be rented out or used for public programs)
Washrooms	Teen Sections
Quiet Spaces	Collections
Elevator	Children Spaces
	Outdoor Spaces
	Staff Spaces

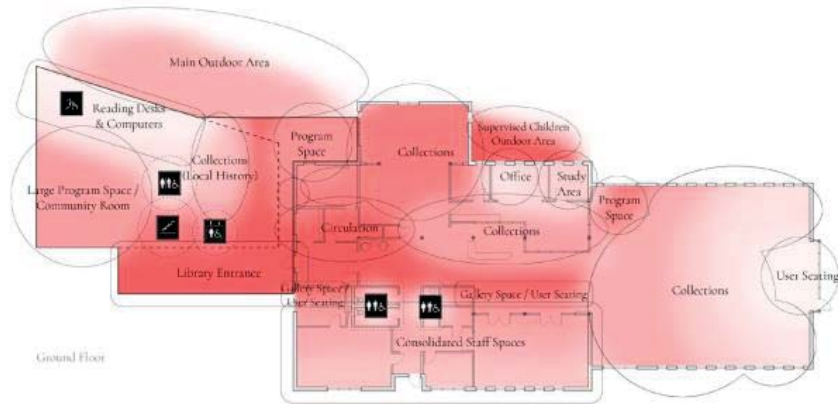


Ground Floor

Spatial Configuration
Drawing

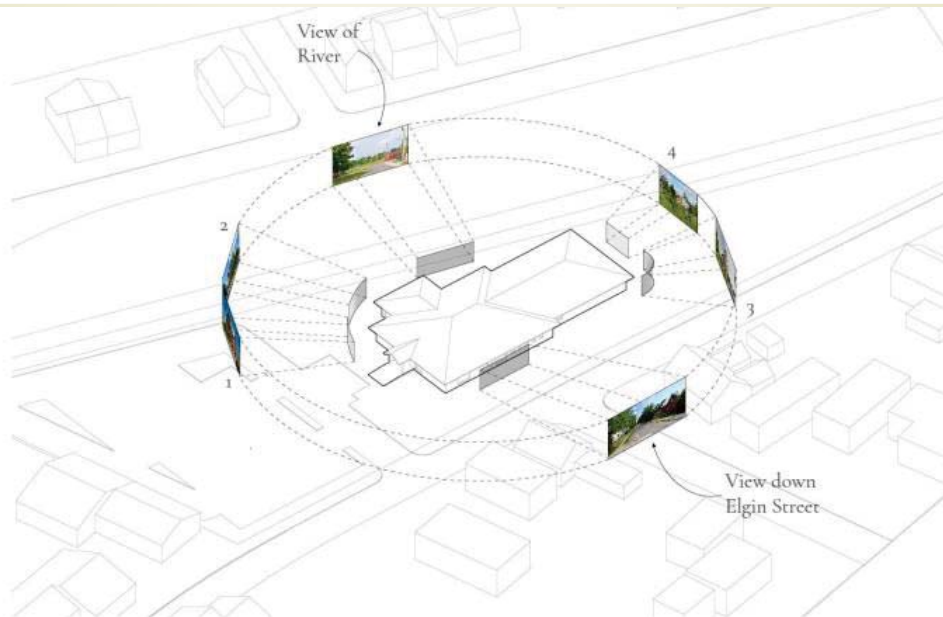


Second Floor



Legend

- Enhanced Volume Areas: Entrance, Circulation Desk, Main Circulation Corridors, Stairs, Children's Play Space
- Regular Volume Areas: Gallery Spaces, Some User Seating Spaces, Kids and Teens Collection Areas
- Partially Ground-Level Areas: Program Space, Consolidated Staff Spaces, Part of Reader Collections Area



Old Post Office
— <https://almonte.com/our-history/>



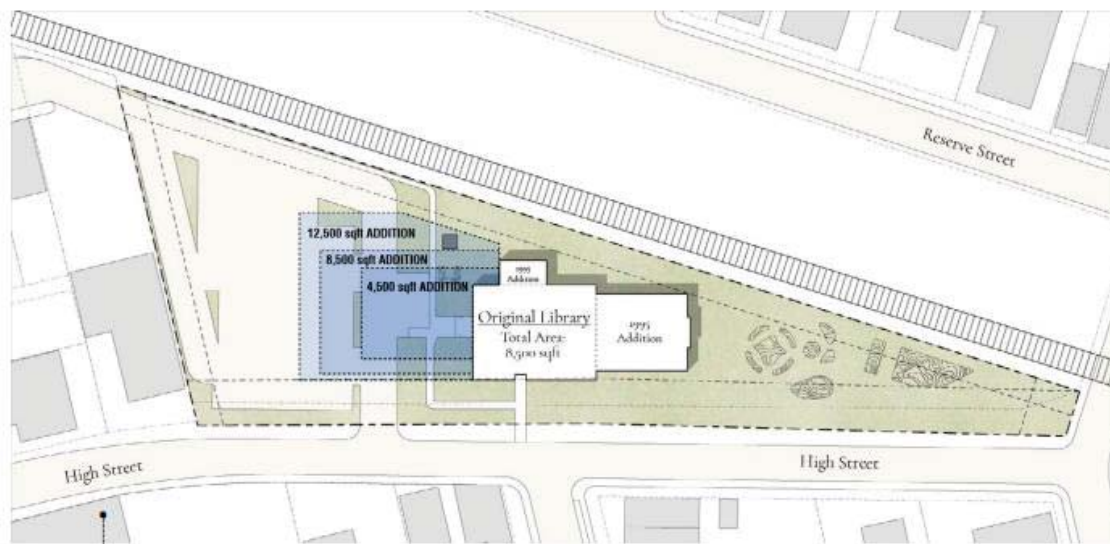
Almonte Old Town Hall
— Google Maps, May 2019



Almonte Presbyterian Church
— Google Maps, August 2019



Flower Garden
— Google Maps, August 2019



Exploring Maximum and Minimum Scales of Expansion

— Three one-storey expansion areas, based on the projected catchment population in 2038, in line with the Guidelines for Rural/Urban Public Library Systems from the Rural and Urban Public Libraries of Ontario (ARUPLO)

8.0 Costing Estimates

- Engaged cost consultant, Rod Ayotte, experienced Almonte-based contractor/builder, to provide high level costs for budget considerations
- We also asked for a cost for renovation and upgrade of the existing Library facility that would address a leaking roof, HVAC concerns, window upgrades, and electrical upgrades.
- These costs were estimated at \$455,000 (+HST)
- We reviewed 6 Options and pricing.
- For costing purposes \$ 335 / sq ft used from DC Charges report

6 Options Considered From Consultations

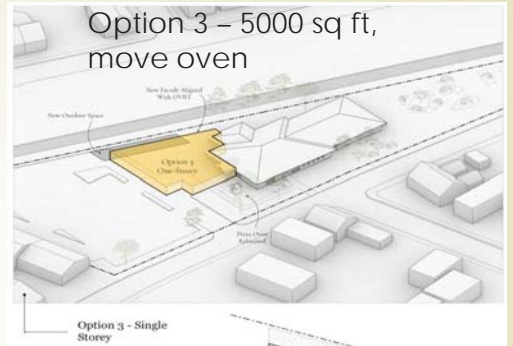
Option 1 – 5000 sq ft
& Friendship oven



Option 2 – 5000 sq ft 2 storey



Option 3 – 5000 sq ft,
move oven



Option 4 10,000 sq
ft, double storey



Option 5 – 7500 sq ft double
storey



Option 6
Demolition of
existing and
new build



Library Board Preferred Option

Double Storey with Leasable Space (10,000 square feet over 2 stories)

Estimated cost: \$ 3 350 000 (+HST).



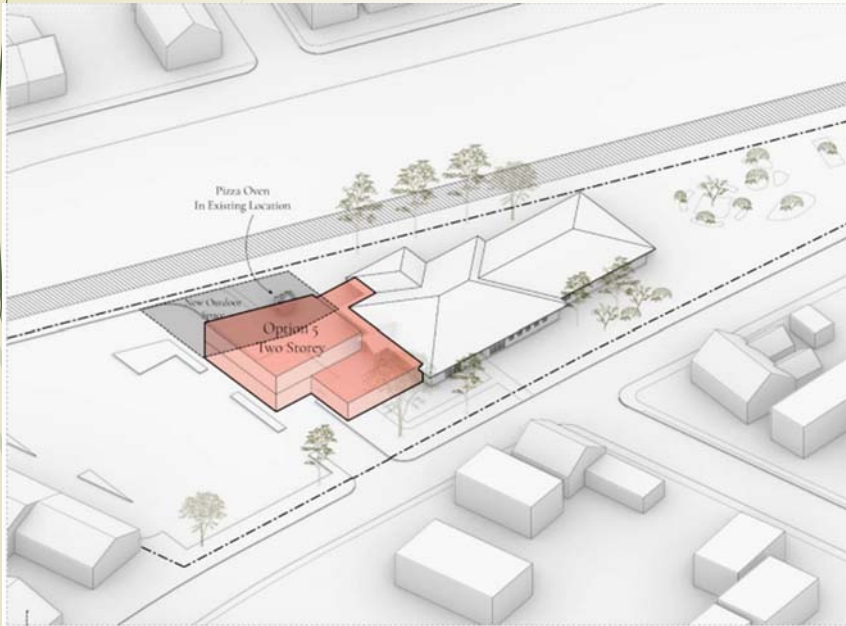
- Entire library spaces located on a single floor
- Second floor holds additional space available for lease
- Largest expansion option
- Design works around the current location of the friendship oven
- Allows for a larger outdoor space
- New entrance would create visual continuity
- Keeps footprint relatively shallow for adequate light penetration throughout



Library Board 2nd Preferred Option

Double Storey (7,500 square feet over 2 stories)

Estimated cost: (\$ 2 512 500 (+HST))



- Smaller second storey would impact how that space is programmed
- Design works around the current location of the friendship oven
- Allows for a larger outdoor space
- More opportunity for views
- New entrance would create visual continuity to existing garden picture window
- Accessibility and egress standards pursuant to the addition of fire stairs and elevator



10.0 Conclusions

- Presented other case examples that illustrated fundraising strategies and management of an expansion project
- Made excellent connections with successful fundraising Chair in North Grenville

