

Report to / Rapport au:

**Ottawa Public Library Board
Conseil d'administration de la Bibliothèque publique d'Ottawa**

April 13, 2021 / 13 avril 2021

Submitted by / Soumis par:

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File Number: OPLB-2021-0404

SUBJECT: Alta Vista Branch Temporary Closure

OBJET: Fermeture temporaire de la succursale de Alta Vista

REPORT RECOMMENDATION

That the Ottawa Public Library Board approve the temporary closure of the Alta Vista Branch for three weeks in May 2021, to undertake facility improvements.

RECOMMANDATION DU RAPPORT

Que le Conseil d'administration de la Bibliothèque publique d'Ottawa approuve la fermeture de la succursale Alta Vista pour trois semaines en mai 2021 pour entreprendre des améliorations d'installations.

BACKGROUND

Ottawa Public Library Board policy OPLB-002, Delegation of Authority, Section 25 indicates that temporary branch closures fall under the responsibility of the CEO. Decisions regarding closures, however, are to be made in "...keeping with the branch closure policy" by the CEO or delegate. This policy outlines the approval authorities for

closures of 10 business days or less, and those of more than 10 business days. Temporary closures of more than 10 days must be approved by the OPL Board.

The purpose of this report is to seek OPL Board approval for the temporary closure of the Alta Vista branch due to structural repairs. The Alta Vista branch closure will be for approximately three weeks in May or June 2021 (timing dependent on contract approvals).

DISCUSSION

A 2020 Building Condition Assessment completed by J.L. Richards in October noted deterioration of the concrete slab and supporting open web steel joists (OWSJ) at the main entrance vestibule for the Alta Vista branch located at 2516 Alta Vista Drive. In late October, emergency temporary shoring was installed to alleviate any immediate structural concerns until a permanent repair could be designed and implemented.

A subsequent structural review by Adjeleian Allen Rubeli (AAR), completed in December 2020, identified the cause of the deterioration to be salt laden moisture leakage from the steel pan in the vestibule. The corrosive properties of the salt laden moisture has caused the concrete to deteriorate, the wire mesh reinforcing to corrode, the metal form pan to corrode, and some surface corrosion of the OWSJs. AAR recommended the complete removal and replacement of the concrete slab. It is estimated that this work will require closure of the main entrance for a period of three weeks. The exact dates will be determined once the project has been tendered and awarded to the successful bidder.

The branch closure is necessary in order to comply with the Ontario Building Code, Division B, Part 3 exit requirements. Specifically, as the main entrance will be under repair there is no secondary exit from the main floor of the branch. Staff have investigated the potential to offer curbside service from the rear loading door, however this is not feasible due to various constraints such as limited access to the branch area as dictated by the Building Code (including access to the materials sorting room and machine), the lack of customer accessibility, and logistical challenges with delivery of materials through the one door.

For customers to access full library services during the closure, the nearest branches are Sunnyside (1049 Bank St.) and Greenboro (363 Lorry Greenberg Dr.).

All Alta Vista branch employees will be reassigned to nearby branches during the closure.

A robust communications plan will be established including social media, posters, and direct email to customers who have identified the Alta Vista branch as their “home” location. In addition, staff will work with the local community groups and service agencies, as well as the local Councillor, to ensure information is widespread.

CONSULTATION

Ward 18 Councillor Jean Cloutier has been advised about this closure.

ACCESSIBILITY IMPACTS

Customers will be advised of the nearest alternate locations which are accessible to them during this time period.

BOARD PRIORITIES

There are no direct impacts on the Board Strategic Priorities.

BUSINESS ANALYSIS IMPLICATIONS

There are no business analysis considerations associated with this report.

FINANCIAL IMPLICATIONS

The costs of the repairs are budgeted in the lifecycle capital budget for OPL facilities, as managed by the City of Ottawa.

LEGAL IMPLICATIONS

There are no legal implications associated with this report.

RISK MANAGEMENT IMPLICATIONS

As with any lifecycle project, there is a risk of unknown aspects that are only apparent once the work has commenced. This risk has been mitigated to the extent feasible by a thorough analysis at the design stage. Should additional structural issues be uncovered, the risk is a longer period of closure of the branch and additional costs to the Lifecycle program. Should a longer period of closure be required, the Board will be advised.

TECHNOLOGY IMPLICATIONS

There are no technology implications associated with this report.

SUPPORTING DOCUMENTATION

There is no supporting documentation associated with this report.

DISPOSITION

Once approved, staff will confirm dates with the successful contractor. In addition, staff will initiate communications to the public as per OPL communication timelines and protocols.