Admin Report

The Blue Mountains Public Library

Report Number: BMPL-ADM.20.23
Report Name: Approval LE Shore Capital Retrofits and Renovations
Prepared by: Dr. Sabrina ER Saunders, Blue Mountains Public Library CEO
Date: June 30, 2020

A. Recommendations

THAT Council receive the Blue Mountains Public Library Report ADM.20.23, entitled “Approval of LE Shore Capital Retrofits and Renovations”;

AND THAT Council authorizes the Blue Mountains Public Library to proceed with the capital purchases as outlined in the 2020 Approved Budget.

B. Overview

The Blue Mountains Public Library (BMPL) LE Shore branch comprehensive retrofits and renovations were considered and $105,000 was approved through the 2020 Budget process. This included $5,000 roll over from 2019 and $100,000 from 2020 budget. However, as a capital project over $50,000, the approval requires the consideration of Council prior to moving forward with completing the projects.

C. Background

As outlined in the 2020 Budget, the LE Shore Retrofit Capital Budget took into account the priorities for retrofit and renovation of furniture, millwork, shelving and other equipment by (1) Safety, (2) Ergonomics, (3) AODA, (4) Functionality, and then (5) Aesthetics. Additionally, a portion of the 2019 furniture replacement budget was rolled over to be included in this retrofit and renovation project. This project was identified in one of the key goals of the 2018-2022 BMPL Strategic Plan, and was identified as a bridge between the current building needs and the completion of the TBM Master Facilities Plan.
D. Analysis

During the 2020 budget deliberations, Council reviewed and considered the request for a $310,500 retrofit and renovations of the LE Shore furnishings, shelving, and other physical equipment. Ultimately, Council approved $105,000 retrofit including $100,000 from the 2020 budget.

The timing of this report, and the anticipation of its approval by Council, will allow BMPL ample time to complete this project, including updating estimates, tenders and installation. Further, while the LE Shore building would have been required to be closed for the updates, causing a service disruption; completing this work while the facility is closed to the public due to the pandemic will have limited interruptions as staff can continue to provide the Virtual programs and curbside pick-up approved by the provincial government.

E. Financial Impact

The budget impact of $105,000 in 2020 includes $5,000 of rolled over funding. This is a one-year project which was approved in the 2020 Budget and will have no future year financial impact. All purchases will be those which are long-lasting investments in BMPL and the community services provided.

Respectfully Submitted,

Dr. Sabrina Saunders, CEO
LibraryCEO@TheBlueMountains.ca
519-599-3681 extension 148