

The Corporation of the Town of Orangeville

Report to Library Board



To: Chair and Members of the Board
From: Darla Fraser, Chief Executive Officer
Date: April 26, 2023
Report #: 23-07
Subject: Update on 2023 Capital Budget

Recommendation:

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.

Purpose:

The purpose of this report is to provide the library board with an update to the 2023 budget and seek direction on next steps.

Background:

At the November 22, 2022 meeting, the board approved a change to their budget submission on the recommendation of the CAO and the Treasurer. The future library expansion (\$ 11 M for 2024) was removed from the 10-year capital plan based on the recommendation from the Library CEO which was based on direction by Town Staff. At the same time \$ 100,000 was added for a feasibility study. According to the budget approved by council the funds are allocated from the Library Building Reserve. This was not part of the motion approved by the board.

[Report #: 22-10 Subject: Revised Draft Capital Budget 2023-2032](#), dated November 23, 2022.

See excerpt below:

The revision requested by the Chief Administrative Officer and supported by the Treasurer calls for the removal of the \$11 million project from the 2024 capital estimates and the addition of \$100,000 for a feasibility study to be completed in 2023.

A feasibility study aims to provide an independent assessment that examines all aspects of a proposed project, including technical, cost analysis, funding options, floor plan options, site evaluations, conceptual designs, projected operational cost, and environmental considerations. The feasibility study is a logical request as it would take the project to the next level with a site-specific investigation.

The recommendation from the consultants (Orangeville Building and Branding Strategy) provides some general estimates, but those figures require greater scrutiny and updating. Orangeville Town Council [not staff] has the authority to change the estimates prior to approval. Typically, Town Council would provide some general direction and send the proposed budget back to the board for re-work if Council felt an adjustment was needed [this did not happen].

Regardless, [this was approved by council](#) and it has now been identified. It will be the decision of this board as to their level of the board support from the reserves to this capital project. The request has been revised to reflect to not more than one-third of the cost of the study to a maximum of \$ 75,000, as the library is an important component in this consideration of these key town assets.

The elevator replacement and lobby renovation of Mill Street is funded entirely through the Facilities division, representing a significant investment by the Town in library services. As owners of the project, this division, has been exceptional to work with. The facilities division also provides outstanding support to the library on a daily basis – we could not offer the services we do without their support.

The Finance division of Corporate Services Department will not touch the library building reserve without a resolution from the board supported by council.

Financial Impact:

The impact will be a reduction in the balance (currently \$ 477,550) of the Library Building Reserve in the amount approved by the Board.

Prepared and respectfully submitted by,

Darla Fraser,
Chief Executive Officer

Reviewed by, Rebecca Medeiros, Financial Analyst – Operations, Corporate Services