

Date: April 17, 2025

To: **Mayor and Council.**

Name and title: Andy Beesley, Director of Civic Facilities & Events

Subject: Library Skylight Renewal – Budget Amendment

Attachment(s): None

Recommendation(s):

That Council APPROVES a budget amendment to increase the 2025-2029 Financial Plan for Project #3457 Library Skylight Renewal from \$875,000 to \$1,125,000 with the additional \$250,000 to be funded from both the Canada Community Building Fund for \$200,000 and the General Infrastructure Reinvestment Fund for \$50,000, as described in the report to Council dated April 17, 2025 from the Director of Civic Facilities and Events, titled “ Library Skylight Renewal - Budget Amendment”.

Purpose:

This report is to provide Council with information on the Library Skylight Renewal project and to request the addition of \$250,000 in funding through a budget amendment to the existing project for reasons as described in report.

Background:

The existing skylight at the Bob Harkins Library is dating back to the early 80's and is at end of life. The skylight is leaking during storm events and is now causing internal problems to the Library. The City has exhausted all options for repair and there are no further means to provide maintenance other than a complete replacement. The current infrastructure cannot be extended for another Prince George winter season.

The skylight renewal portion of works was extracted from a more comprehensive mid-life future review of the library due to its urgency and was scheduled for construction for summer 2025.

Budget preparations for Project #3457 were finalized in early summer 2024, prior to the volatility of the current market conditions of 2025. The construction design and budget were thoroughly reviewed to consider all options but could not foresee the cost fluctuations of Q1/Q2 of 2025.

The reasoning for the increase in cost is attributed to material cost under current market conditions, and the realized complexity of the project to coincide with maintaining normal operating hours and safe conditions for the public, library staff, programming and contractors without incurring any closures.

The revised budget will permit the City to move forward with a successful award for construction in 2025 and to ensure there is no further damage incurred to the materials, systems and infrastructure of this facility. It is anticipated that the lifespan of the new infrastructure to be 30-40 years.

The City of Prince George has received \$875,000.00 in funding from both the Canada Community Building Fund \$700,000 and General Infrastructure Reinvestment Fund \$175,000 for this project as approved in the 2025-2029 Capital Plan.

Strategic Priorities:

The proposal supports the following Council Priorities:

- City Government and Infrastructure - Build a strong foundation for growth

In addition, the replacement will also ensure that the Bob Harkins Library can continue to function and maintain its public service delivery.

The budget review outlined in this report will meet the new financial commitments during a volatile market aligns with the Council approved direction set out in the [Organizational Capital Project Management Policy, 2021](#), [Asset Management Policy](#) and [Sustainable Finance Guidelines](#) to ensure it is adaptive to changing circumstances and future conditions.

Summary and conclusion:

To meet requirements necessary for this critical infrastructure replacement, the previously approved budget is now insufficient to meet those requirements and ensure a safe functional building, that continuous programming can be maintained and construction can be completed within the 2025 season.

To meet those requirements, Administration seeks Council approval to amend the existing financial plan for the Library Skylight Renewal project # 3457 to reflect the revised budget of \$1,125,000, with the additional \$250,000 to be funded from both the Canada Community Building Fund \$200,000 and General Infrastructure Reinvestment Fund \$50,000 for this project.

Respectfully submitted:

Andy Beesley, Director of Civic Facilities and Events

[Prepared by](#) Tanja Puhlmann, Project Manager, Project Delivery

Approved:

Walter Babicz, City Manager

Meeting date: May 5, 2025