



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: R. Wayne Ward
Position: Manager Facilities and IT
Title / Subject: Community Halls
Date of Report: July 17, 2023
Date of Meeting: August 14, 2023
Report No: 2023-PRF-019

1.0 Issue / Origin

Council has requested a report on the condition and accessibility of the Community Halls.

2.0 Background

There are two community halls in Brock Township, Manilla and Wilfrid.

Manilla Hall is located at 16990 Simcoe Street, Manilla, and is a one-storey structure with a basement level. The building consists of an auditorium, kitchen, male and female washrooms, accessible washroom and a couple of storage areas. The basement contains mechanical services including furnace, hot water heater, water softener system and electrical service panel.

The building was originally a residential house possibly constructed in early 1900's and donated to the Township in the late 1940's. Several upgrades were completed in the 1980's, while the accessible washroom and kitchen upgrades including new ranges were completed in 2020.

The building is constructed of timber wood structure with aluminum siding on the exterior. The foundation is concrete block. The roof is metal roofing over wood deck and wood rafters. Flooring is a mix of hardwood, vinyl and concrete. The ceiling is a mix of T-Bar ceiling, fiberboard and wood strip. There is a natural gas forced air furnace within the building. Water is well source on site. The electrical is 200 amp breaker.

This building may contain Designated Substances such as Asbestos in some components such as window caulking. There may also be other sources of designated substances in areas not accessible for inspection such as the attic space, within concrete block walls or within any HVAC, plumbing or electrical services. These could not be confirmed with the type of inspections completed on behalf of the Township by Golder Associates.

In 2022 Public Works created a gravel parking area to the south side of the building to supplement the parking area to the north of the hall. A new digital LED sign was also installed in 2022. In 2023 the Electrical Safety Authority conducted an inspection and found minor deficiencies which have since been resolved by a licensed electrician. The water system is maintained by contract to a license plumber.

The front door has an accessible opener with interior and exterior button actuators and has been serviced in 2023. The building does have an accessible washroom just inside the front door. There is also one designated accessible parking space on the north side of the building.

Overall this hall is in good condition. There are a few items to be completed for continued service such as minor repairs to the roof in areas where trees have created breakthroughs and regular wear and tear from rentals including some minor wall damages. This work will be completed through the operational budget in 2023.

Wilfrid Hall is located at 20915 Brock Road, Wilfrid, and is a one-storey structure with a basement level and crawlspace. The building consists of an auditorium, kitchen and male and female washrooms. The basement contains mechanical services including furnace, hot water heater and an electrical sub-panel.

The building was originally a church building constructed in the late 1800's, The kitchen addition is believed to have been constructed in the 1950/1960's. Upgrades to the building were completed in the early 1990's.

The building is constructed of timber wood structure with exterior asbestos cement "Transite" tile cladding. The basement area is concrete block while the crawl space foundation is stone. The roof is metal roofing over wood deck and wood rafters. Flooring is a mix of hardwood, vinyl and concrete. The ceiling is a mix of T-Bar ceiling, fiberboard tiles and wood strip. There is a natural gas forced air furnace within the building. Water is well source on site. The electrical system is two separate systems with one 200 amp fuse and one 200 amp breakers. The 200 amp breaker system was originally for the radiant electric heat which is no longer used with the installation of the furnace. The only item currently being powered from this source is the dishwasher unit in the kitchen.

The building does contain Designated Substances such as Asbestos. The exterior Transite tiles and the vinyl flooring in the auditorium area were tested and confirmed to contain Asbestos. There may be other sources of designated substances in areas not accessible for inspection such as the attic space, within concrete block walls or within any HVAC, plumbing or electrical services. These could not be confirmed with the type of inspections completed on behalf of the Township by Golder Associates.

In 2022 a new furnace was installed due to failure of the existing unit. In 2022 due to closures required by COVID-19 the UV water filtration system failed and required replacement parts and service to maintain the water for consumption. In 2023 the Electrical Safety Authority conducted an inspection and found minor deficiencies which have since been resolved by a licensed electrician.

The front door has an accessible opener with interior and exterior button actuators and has been serviced in 2023. The building has washrooms with one set up as accessible. The kitchen is not accessible There are no designated accessible parking spaces.

Overall this hall is in good to fair condition as the exterior Transite tiles are beginning to fail and will require proper abatement procedures for removal.

In 2015 a 20-year capital forecast for Parks and Recreation was presented to Council. Within that report it was forecasted that Manilla Hall would receive the following upgrades:

- Front doors
- Replace oil furnace with Natural Gas
- Barrier Free washroom
- Front Ramp
- Metal Roof
- LED outdoor sign / message board

Wilfrid Hall was forecasted to get the following upgrades:

- Re & Re West entrance door & frame
- Barrier Free washroom
- Ceiling Tiles
- Floor Tiles
- Exterior Siding

Most of this work has been completed but some including the exterior siding at Wilfrid Hall has not yet been addressed or budgeted for.

3.0 Analysis

The Manilla Hall with some improvements and ongoing care will continue to serve the residents of Brock Township for several years as a community hall.

These improvements include replacement of the wood ramp structure with a poured concrete ramp and landing with handrails, upgrading of the accessible washroom to a universal washroom. install an opening and locking system.

The Wilfrid Hall poses challenges due to property line location, lack of parking and such area to create parking due to water and septic locations. The Township Zoning requirements for parking specify at least 3 metres unobstructed driveways or passageways must be provided as a means of ingress and egress. Due to lack of electrical outlets in the auditorium area, one consistent rental utilizes extension cords from other areas to supply the sewing machines and irons for the purposes of the rental. Upgrades to the electrical system to remove a duplicate hydro service and upgrade the panel to breakers would cost approximately \$7500. Currently one reoccurring rental is using multiple extension cords for their purposes and have inquired about adding additional outlets in the main hall area to support their purposes. There is currently no capacity to add these outlets and pricing has not yet been obtained.

4.0 Related Policies / Procedures

Accessibility for Ontarians with Disabilities Act, 2005
Brock Township Multi-Year Accessibility Plan, 2022-2026
Brock Zoning Bylaw No. 287-78-PL

5.0 Financial / Budget Assessment

To Be Determined based on direction of Council.

6.0 Climate Change Impacts

Any changes made to either building where Designated Substances undergo abatement and proper disposal will provide a healthier facility by eliminating designated substances.

7.0 Communications

None

8.0 Conclusion

Both Manilla and Wilfrid Halls have been staples in each community for several decades. Both have been vibrant and well used by many residents, groups, organizations and Councils. As the Township begins to address the Asset Management process these halls will need to be part of the conversation for prolonged life span or divestiture.

Should Council decide to complete the items noted in the 2015 20-year capital forecast that have not yet been addressed revised quotes in preparation of 2024 budget submissions will be completed.

9.0 Recommendation

BE IT RESOLVED THAT Council receive report 2023-PRF-019.