



## Corporation of the Township of Brock

### Staff Report to the Members of Council

**From:** Wayne Ward  
**Position:** Director Parks, Recreation and Facilities  
**Title / Subject:** Manilla Hall Accessible Ramp  
**Date of Meeting:** November 24, 2025  
**Report No:** 2025-PRF-029

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#### 1.0 Issue / Origin

Manilla Hall accessible ramp reconstruction is ongoing.

#### 2.0 Background

During the demolition and construction of the new ramp and stairs unforeseen site conditions have been identified which have resulted in additional work outside of the scope of the tender.

To date the contractor has been directed by the engineers and the building department to perform additional rebar, concrete installation as well as waterproof membranes.

These additional items are required by the building department to ensure the work does not create unsafe conditions after completion of the work.

#### 3.0 Analysis

The Manilla Community Hall was donated by the De Lury Family in 1947. Over the years this building has undergone different additions and renovations. The ramp and stairs were constructed in the early 2000's using wood construction. These have been repaired several times which has led to the design and installation of new concrete stairs and ramp which is currently under construction.

#### 4.0 Related Policies / Procedures

Asset Management Policy

#### 5.0 Financial / Budget Assessment

To date the changes have added an additional \$3,025.08 including the non-refundable HST.

These costs are above the already approved \$78,422.00 bid by the contractor.

The Manilla Hall reserve has a balance of \$37,011 projected for end of 2025.

The Public Building Capital reserve has a projected balance of \$1,465,248 for year-end of 2025.

### **5.1 Asset Management**

The new accessible ramp and stairs will provide years of service to ensure an extended life span of this facility.

### **6.0 Climate Change Impacts**

There are no climate changes due to this additional work.

### **7.0 Communications**

This report is being published on a public agenda

### **8.0 Conclusion**

During construction it is typical for unforeseen circumstances to arise which can affect the project.

As construction is still on-going staff are requesting additional funding to cover these costs and any other potential costs prior to completion of the project.

### **9.0 Recommendation**

BE IT RESOLVED THAT Council receive report 2025-PRF-029, and

THAT Council approve an upset limit of an additional \$10,000 for potential additional change orders arising from the construction of this new accessible ramp and stairs, and THAT the additional funds be transferred from the Public Building Capital reserve.