



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Wayne Ward
Position: Manager Facilities and IT
Title / Subject: Sunderland Town Hall Rose Window
Date of Report: July 14, 2022
Date of Meeting: July 25, 2022
Report No: 2022-PRF-012

1.0 Issue / Origin

The Sunderland Town Hall was constructed in 1906 and includes many stained-glass windows in the upper auditorium. Over the years there has been little upkeep on the windows including the Rose Window at the South end of the upper level of the auditorium.

2.0 Background

The Rose Window is a 13-piece stained glass window with a span of 9 feet, 6 inches. The construction of the window is a multi-piece wood frame with the glass pieces inset into the frame. The frame of the window is showing severe signs of decay.

3.0 Analysis

Two separate contractors who specialize in historical restoration attended the location to look at the window for the frame repairs. They both found the window to be in very poor condition and expressed surprise that the window was still intact. A separate contractor who specializes in stained glass also attended the location and found the glass to be in very good condition.

With the size of the window along with the complexity of the frame there is considerable work to recreate the existing window and return it to its original condition.

In order to recreate the window frame the window will need to be removed in pieces with the glass being removed and stored. Once the window has been removed an insulated panel will need to be installed to maintain the integrity of the window opening and provide covering for the opening during the winter months. New frame pieces will need to be created to match the profiles of the glass panels. Once all the panels have been made they will be prepared, primed, painted and made ready for return to the building for installation.

In order to conduct all of this work scaffolding will need to be erected at the front of the building and some on the inside to safely access the upper portion of the window. Once the window has been removed and the temporary enclosure is in place the scaffolding will be removed.

In the springtime, after all the ground has settled the scaffolding will need to be reinstalled and the window frame pieces and glass panels will be brought to the site for reinstallation.

Due to the complexity of the window and the historical nature of the building it was very difficult to locate any contractor willing to even entertain looking at it.

After much discussion it was determined that the two contractors who originally looked at the window would actually work together to complete the work.

The scope of the work proposed by the contractor does not include any brick work or lath and plaster work associated with the window and building.

4.0 Related Policies / Procedures

None

5.0 Financial / Budget Assessment

The approved 2022 Capital budget included \$10,000.00 for repairs to the existing stained-glass window and frames to maintain integrity of the window. The quoted price for scope of work outlined in this report totals \$140,000.00. This does not include the pricing for storing or repairs to the glass once removed. This would be an additional cost of approximately \$5,000.00.

The difference in the quoted work and the budgeted amount is \$135,000.00.

6.0 Climate Change Impacts

None

7.0 Communications

None

8.0 Conclusion

The integrity of this window is questionable, and it may not survive another winter season. There is already indications of penetration of the envelope of the building at the window area as it is possible to see daylight in some areas from the inside of the building.

This window if left unaddressed may become a safety hazard due to the height and size of the window.

This window repair is an indication of the necessary work to maintain the number of buildings and facilities currently owned and operated by the Township. This is an underlying issue of multiple facilities that have fallen behind on repairs and maintenance. It also demonstrates the importance of more accurate costing within our capital budgets and long term forecasting which can assist greatly as the Township starts to seriously look at the building inventory we try to maintain and whether it is sustainable over the long term.

9.0 Recommendation

BE IT RESOLVED THAT Council defer the Sunderland Town Hall front doors replacement project and reallocate the \$25,000 budget and funding to the Rose Window Project, and;

THAT the Rose Window project budget be further increased by \$110,000, to be funded from the Public Buildings Capital Reserve Fund, and;

That staff seek out grant funding opportunities for the Rose Window restoration and the Sunderland Town Hall accessible front door replacement projects.