

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: March 4, 2025
Subject: Repairs to Old Town Hall (1 Mathison Street West)

Purpose:

The purpose of this report is to obtain Council direction regarding next steps pertaining to repairs for the Old Town Hall building located at 1 Mathison Street West.

Recommendation:

Whereas Council passed Resolution Number R-446-24 at the Open Session Council held on September 3, 2024 that authorized a building assessment of Old Town Hall to be undertaken; and

Whereas the building assessment was completed and is summarized in the report from Accent Building Sciences dated February 18, 2025; and

Whereas as noted on page 5 of the Building Envelope Condition Assessment Report authored by Accent Building Sciences all building envelope and structural assessments were conducted through visual observations; and

Whereas the Structural Engineer onboarded by Accent Building Sciences, Canadian Sound Structures Inc., highly recommends further investigation and inspections take place to ascertain remediation directives to meet current regulations; and

Whereas a costing of \$80,000.00 has been estimated to complete further investigation and inspections in order to ascertain remediation directives to meet current regulations;

Be It Resolved That \$80,000.00 be pre-approved for the 2025 budget to be sourced from the Administration Reserve, in order for further investigation and inspections to take place to ascertain remediation directives to meet current regulations; and further

That a total budget be developed for the recommended accessibility upgrades.

Background:

At the Open Session Council meeting held on September 3, 2024 the following motion was passed:

1. Lionel Towns, Treasurer
Re: Funding Options for Old Town Hall Study

R-446-24 Moved by Councillor Clement
Seconded by Councillor Flagler

That a building assessment of Old Town Hall be undertaken at a total cost of \$29,002 (including non-recoverable HST) consisting of the following components:

Accent Building Science

Building envelope study \$6,360

Roof condition assessment \$2,798

Structural review \$8,650

Designated Substances Study (DSS) \$6,869

Unity Design

Accessibility Audit \$4,325

and further;

That the studies for the building assessment be funded from the 2023 Capital Budget for the Engineered Architect Feasibility Study (\$20,000), and a draw from HBM's Facilities Reserve (\$9,002).

Carried.

Further to Resolution Number R-446-24, studies have now been completed. A summary of findings is listed in the message below dated January 27, 2025 from Unity Design:

We have completed our review of the Old Town Hall reports and have summarized the recommendations below from these reports. The major item we see reflect the structural engineer's recommendation towards the stone foundation walls, the exterior brick veneer, the roof rafters, and sheathing themselves. The Structural Engineer onboarded by Accent Building Sciences, Canadian Sound Structures Inc., highly recommends further investigation and inspections take place of these areas to ascertain remediation directives to meet current regulations.

Summary of Old Town Hall site reports:

1. Roofing Concerns and Recommendations

- a. The Town does not want to include the asphalt shingle removal and repair within this report as they were completed 2-3 years ago.
- b. Repairs and replacement of metal flashings at all roofs and eaves.
- c. All eavestroughs and downspouts to be removed and replaced.
- d. Any damaged wooden fascia and soffits to be removed, repaired, and repainted.
- e. Metal roof cladding and wood decking to be removed and replaced completely.

2. Exterior Walls and Joint Sealants Concerns and Recommendations

- a. Future investigation is recommended to verify the impact of below grade waterproofing or damp-proofing to the foundation walls, if installed.
- b. New waterproofing of stone foundation on the North side to ensure long-term structural integrity of the building.
- c. It is strongly recommended that a comprehensive exterior wall restoration be completed of the entire brick veneer system.
- d. Replace deteriorated concrete masonry blocks.
- e. All exterior wood siding panels be cleaned, remove any existing paint, and repainted with exterior-grade paint.
- f. All exterior sealants need full replacement.
- g. The Metal Clad wall on the South elevation for the garage structure is in good condition.

3. Windows and Doors Concerns and Recommendations

- a. All existing wood framed windows are recommended to be replaced.
- b. All existing exterior wood doors to be removed and replaced with suitable exterior grade doors and frames.
- c. Existing front entrance to be replaced completely.
- d. Existing aluminum storefront window for OPP office is in good condition.

4. Structural Engineer Concerns and Recommendations

- a. Recommendation is to perform comprehensive masonry repairs to address the failed mortar, seal all openings, and restore the stone foundation walls across all elevations.
- b. To complete a detailed structural analysis inspection of the roof structure beyond this structural review in order to ascertain next steps for the structure to meet current regulations and standards.
- c. That the brick facades, interior and exterior faces of the foundation stone walls, entrance concrete stairs, and slabs on grade be remediated as soon as possible. Additionally, repairs to the roof are strongly advised.
- d. That a destructive structural inspection of the roof sheathing be completed to verify its integrity due to visual water staining.

5. Designated Substance Investigations

- a. Asbestos, lead based paints, silica concrete and masonry, mercury from existing light fixtures, and mould were identified within the entire building.
- b. It is highly recommended for removal of all these materials and for a Contractor to review and price this report and site investigate the building to ascertain a definitive cost.

6. Accessibility Major Concerns and Recommendations

- a. Parking and Sidewalks:
 - i. There are no dedicated accessible parking spot(s) on the street
 - ii. Street parking is flush with pedestrian sidewalk. Parking and roadways should have a grade separation with a curb and be provided with tactile warning indicators.
 - iii. The front entrance stair ways walk onto a parking space.
- b. Entrances and Guards:
 - i. Exterior and interior handrails do not meet current Ontario Building Code regulations for height.
 - ii. Exterior entrances require accessible thresholds and at least one public entrance to have accessible push button, ideally the door with the new exterior ramp.
 - iii. It is recommended that all exterior man-doors have new handles and hardware to suit exiting requirements.
 - iv. All interior doors and hardware to meet current accessible door width and clearance.
- c. General Interior Space:
 - i. The Ground Floor stage does not have accessible access. If future program requires it, the report provides suggestions to do so.
 - ii. Basement corridor is too narrow to accommodate accessibility. They can remain as is, but accessible amenities cannot be placed in this area.
 - iii. Universal washroom is recommended to be constructed
 - iv. All washrooms and kitchens to be reconfigured to meet accessible needs.
 - v. Interior finishes to be colour contrasted if renovations take place.
 - vi. It is recommended that the lighting levels be further reviewed to meet current standards.
- d. Emergency and Life Safety:
 - i. It is recommended that visual fire alarms be provided throughout the space for the hard-of-hearing.
 - ii. Exit signs do not meet current regulations.

7. High-Level Cost

- a. As indicated in Accent Building Science report, their cost estimates show the Low end = \$960,839 and the High end = \$1,213,789.50, including HST.
- b. ****Please note that this does not include any Consulting or Engineering fees over and above what the Town has approved to date, nor does this include any Accessibility improvements noted within that report.**

In conclusion, we have completed the requested scope of the Old Town Hall and provided the Town reports and summary of major items above, as well as high-level cost estimates for items 1 through 5 only. Lastly, if the Township requires cost for the Accessibility improvements, we recommend that a Contractor conduct a full review of the building based on these reports to provide a cost estimate for all the recommendations for the Township's use.

Financial Impact:

The financial impact will depend on the scope of work outlined by Council pertaining to future investigations of the Old Town Hall building. It is important to note that the cost estimates provided are high-level estimates only and do require further detailed analysis.

In Consultation With:

Josh Storey, Supervisor of Parks, Recreation and Facilities
Travis Toms, Chief Building Official
Lionel Towns, Treasurer

Strategic Plan Alignment:

5.0 We meet our mission by accomplishing the following for those we serve.
5.4.6 Accessibility for Ontarians with Disabilities Act (AODA) compliance.

Attachment(s):

1. Building Envelope Condition Assessment dated February 18, 2025.
2. Accessibility Report for Old Town Hall with Costing Included.

Respectfully Submitted:

Bob Angione

Bob Angione
Chief Administrative Officer/Clerk

Building Envelope Condition Assessment (BECA) Report



(Image Created with Advanced High-Precision 3D Modeling Technology)

for
Old Town Hall
1 Mathison Street West, Havelock ON

Prepared for: Unity Design Studios
138 Simcoe Street, Peterborough
ON, K9H 2H5

February 18th, 2025
(Issue for Final Report – Rev 01)

February 18th, 2025
Matthew Z. Philip, Senior Project Lead
Unity Design Studios
138 Simcoe Street, Peterborough, ON, K9H 2H5

RE: Building Envelope & Roof Condition Assessment for Old Town Hall, 1 Mathison Street West, Havelock ON

Dear Mr. Philip,

We are pleased to submit this Building Envelope & Roof Condition Assessment report for Old Town Hall, 1 Mathison Street West, Havelock ON. This report is the result of our comprehensive condition survey of the existing envelope of this facility.

Our consulting team carried out visual survey on November 12th, 2024, with Mr. Bob T. Marashi, P. Eng., BSS, Mr. Ardalan Danesh present on site. The assessment was conducted under sunny skies with temperatures ranging from 5 °C to 8 °C.

Additionally, we retained the services of Canadian Sound Structures Inc. (CSS) and Reveal Environmental Inc. to perform structural and environmental consultancy services, respectively.

This report includes findings of the present envelope conditions, and digital photographs of various details and observed deficiencies.

We trust this report meets your requirement. If you require additional information, please feel free to contact our office at 905-474-9569.

Sincerely,



Bob T. Marashi, P. Eng., BSS, Principal
Accent Building Sciences Inc. (ABSI)

Contents

1.0 INTRODUCTION	4
1.1 SCOPE OF INVESTIGATION	4
2.0 INVESTIGATION & FINDINGS.....	5
2.1 BUILDING STATISTICS	5
2.2 METHODOLOGY:	5
2.3 EXISTING BUILDING ENVELOPE SYSTEMS:	5
2.4 VISUAL REVIEW & OBSERVATIONS.....	5
3.0 CONCLUSIONS & RECOMMENDATIONS	9
3.1 ROOFING	9
3.2 EXTERIOR WALLS	9
3.3 FENESTRATIONS	10
3.4 SEALANT.....	11
3.5 STRUCTURAL REPORT & ADDITIONAL RECOMMENDED STRUCTURAL INVESTIGATIONS.....	11
3.6 ADDITIONAL RECOMMENDATIONS BY ENVIRONMENTAL CONSULTANT	12
3.7 OTHER SITE IMPROVEMENTS:	12
4.0 ESTIMATED PROJECT BUDGETS & COST ANALYSIS	13
5.0 LIMITATIONS & EXCLUSIONS	15
5.1 LIMITATIONS	15
5.2 EXCLUSIONS	15
APPENDIX A – PHOTO GALLERY	16
APPENDIX B – CANADIAN SOUND STRUCTURES INC. (CSS) STRUCTURAL ENGINEERING REPORT (REVISED)	28
APPENDIX C – REVEAL ENVIRONMENTAL INC. DESIGNATED SUBSTANCES ASSESSMENT REPORT	29

1.0 INTRODUCTION

Accent Building Sciences Inc. (ABSI) was retained by Unity Design Studios to perform the following services at the Old Town Hall:

1. Building Envelope Study
2. Roof Condition Assessment
3. Structural Review
4. Designated Substances Survey

1.1 Scope of Investigation

- 1.1.1 Carryout site visits for data collection and visual survey of building envelope elements including roofs, exterior walls, fenestrations, sealant, and other related envelope elements;
- 1.1.2 Retain the services of a professional structural engineer to carryout a structural review of the facility;
- 1.1.3 Retain the services of an environmental consultant and perform designated substances assessment of the facility;
- 1.1.4 Determine the condition of the existing structure, building envelope elements and identify deficiencies;
- 1.1.5 Provide technical and engineering reports identifying all findings, defects, condition of materials, photographs of deficiencies, and make recommendations on remedial repairs and/or replacement areas as required, and provisional estimated budgets.

Digital photos were taken during all phases of our investigation. Our consulting team enhanced the building envelope condition survey with visual aid of Remotely Piloted Aircraft System (RPAS) commonly known as drone. Images of envelope deficiencies, drone footage, and general views have been arranged along with complete description and are presented in Appendix A – Photo Gallery below.

2.0 INVESTIGATION & FINDINGS

2.1 Building Statistics

Address:	1 Mathison Street West, Havelock ON
Age of Facility:	Original main building built in 1892, with south garage addition
Height of Building:	1-Storey, plus lower level
Exterior Walls:	Masonry bricks on the main level, supported on lower-level natural stone foundation
Building Roofing:	Slope asphalt shingles and metal roofs
Exterior Windows & Doors:	Wooden & Metal

2.2 Methodology:

Our team performed visual assessment of all building elevations. In addition, we retain the services of Canadian Sound Structures Inc. (CSS) and Reveal Environmental Inc. to perform structural and environmental assessments, respectively. During our site review, all building envelope and structural assessments were conducted through visual observations, while our environmental consultant collected samples for detailed laboratory analysis.

2.3 Existing Building Envelope Systems:

The following building envelope systems were reviewed:

- 2.3.1 Roofing
- 2.3.2 Exterior Walls
- 2.3.3 Fenestrations
- 2.3.4 Sealant

2.4 Visual Review & Observations

2.4.1 Roofing

Main Building & South Addition Garage:

- Steep-slope laminated asphalt shingle roofing system over the main building.
- Exposed nails and fasteners were observed at all flashings for turbine vents, gravity air vents, soil vent stacks and at ridge caps.
- Main Building: Narrow sections of uneven roof were noted at the top of the south rake of the gable end.
- South Addition Garage: the underside of the roof plywood sheathing was found to have water stains from what appeared to be due to past roof leaks.
- South Addition Garage: the metal step counter flashings along the masonry wall were noted to be lifting some of the asphalt shingles creating uneven roof surface where moisture can enter the roofing assembly. Furthermore, existing metal step flashings lack metal counter flashing along the entire length of the masonry wall.

North Front Entry:

- Corrosion was noted on the entire surface of the standing seam metal roof panels.

Northeast Lower-Level Entry Enclosure:

- Corrosion was noted on the surface of the metal roof panels.

Eavestroughs and Downpipes:

- Minor damages were encountered on eavestroughs located at the east side of the South Addition Garage and west side of the Main Building.
- Minor damages were noted on the bottom of downpipes of the Main Building located on the west side.
- A section of downpipe was found to be missing at the northwest corner of the Main Building.

Fascias & Soffits:

- Metal Fascia: minor surface damaged and peeling paint was noted on metal fascias.
- Wooden Fascia: in general, all wooden fascias were found to be in poor condition with deterioration of wood members and faded/peeling/missing paint finish.
- Wooden Soffits: similarly to wooden fascias, the wooden soffits were also found to be in poor condition with paint peeling and various areas of deteriorated wood.

2.4.2 Exterior Walls

Stone Foundation Walls:

- Lower-level foundation walls are constructed with natural stone.
- On the exterior, walls were observed to be in overall poor condition. Significant deterioration and failure of mortar were noted across all elevations, with many areas exhibiting severe damage that has resulted in openings within the stone foundation walls. Additionally, previously repaired sections of the wall were found to be deteriorating once again.
- On the interior, walls are only exposed at several locations within the lower-level (referred by building staff as the basement). Evidence of water migration from the exterior was noted at exposed areas on the interior side of the foundation walls.
- Deteriorated and cracked mortar was observed on the interior side of the stone foundation walls.

Masonry Brick Walls:

- The upper sections of the exterior walls consist of masonry brick, which are supported by the lower natural stone foundation walls.
- The masonry brick walls were found to be in generally poor condition, with numerous defects observed, including damaged, spalled, missing and cracked bricks, step cracks, and failed mortar. These issues were common across all building elevations and appear to result primarily from the building's age and a prolonged lack of quality restorative maintenance to exterior wall.
- During the exterior visual assessment, it was observed that previous repairs, including tuckpointing, had been carried out on the exterior walls. However, some of the tuckpointing was improperly executed, with poor-quality sealants used in place of compatible mortar.

Concrete Masonry Unit (CMU) Block Walls:

- Concrete block walls of the South Addition Garage structure were noted to be in good to fair condition. No visual deficiencies were encountered with these walls.
- Concrete blocks have been used to fill-in exterior wall openings at several locations around the building. Surface deterioration of blocks was noted at few sections.

Wood Siding Walls:

- Wood siding is used on the exterior walls of the Northeast Lower-Level Entry Enclosure. Paint finish coat of the siding boards was found to be deteriorated, peeling and in poor condition. However, the siding board appeared to be in good general condition.

Matal Clad Walls:

- Metal clad wall panels of the upper wall portion of the South Addition Garage structure appeared to be in good condition.

2.4.3 Fenestrations

Wood Framed Window:

- Existing punched wooden windows are vertical single hung type with plain and stained single pane glass. All window frames and sashes are constructed with wood. There are total of thirteen (13) arched windows on the upper level on the east, north and west elevations of the building. The remaining two (2) wooden windows on the lower east elevation are rectangular punched windows. Windows are covered with exterior aluminum storm covers, consisting of clear single pane glass. One arched window was found to be fully boarded with plywood on the north elevation wall, and another halfway closed off permanently with masonry bricks on the west side. Moreover, one rectangular window opening was also boarded on the upper north elevation wall, located above the front entrance door.
- The existing exterior wooden windows were observed to be aged and currently in poor condition, exhibiting extensive deterioration throughout. Damaged and rotting window frames, fixed, and operable components were encountered at numerous locations on all exterior windows.

Metal Framed Windows:

- Storefront aluminum combination windows and door located on the east elevation of the building at the OPP office. The existing assembly consists of fixed Insulated Glass Unit (IGU) and aluminum spandrel panels, and a single glass door.
- The overall condition of the assembly was found to be fair.

Exterior Doors

- Front Entrance Door: The existing aluminum-framed door with sidelights and arched fixed glass, located on the north side of the building, was observed to be in poor condition. The aluminum assembly appears to have been installed as an insert into the original wooden frame, which remains in place. Additionally, the wooden sill was found

to be significantly deteriorated and in poor condition, further compromising the integrity of the entrance.

- Metal Doors: Three (3) metal doors; two located on the east, and one on the west side of the building. In general, all metal doors appeared to be in fair condition. Minor damage was noted on the door jamb metal trim of the west side door located at the top of the wooden accessible ramp.
- Wooden Doors: One existing wooden door on the east side of the building was found to be in poor condition, especially on the exterior side of the door.
- Overhead Door: Garage overhead door appeared to be in fair operating condition.

2.4.4 Sealants

- Existing exterior sealants around all windows, doors, wall joints, and other exterior wall features and penetrations were noted to be in extremely poor condition. Sealants are aged, cracked and have failed.
- Lack of sealant around exterior metal doorframe on the west side of the building.
- Existing sealants at the top of the metal counter flashings of all roofs were found to be in poor condition, deteriorated and cracked.

Photos of encountered deficiencies are presented in Appendix A - Photo Gallery below with complete description of findings.

3.0 CONCLUSIONS & RECOMMENDATIONS

3.1 Roofing

Asphalt shingles Roofing:

- Laminated asphalt shingle roofing on the Main Building and the South Addition Garage were found to be in good and acceptable condition. Roofs appeared to have been replaced in past and approximately 2 to 3 years old.
- Carryout repairs to the South Addition Garage roof along the masonry wall to ensure all asphalt shingle tabs are sealed on surface of the roof and install new 24-gauge prefinished metal counter flashing over the existing metal step flashings.
- Black water stains were observed on the underside of the wood deck sheathing boards in the South Addition Garage structure. These stains appear to be the result of prolonged exposure to roof leaks associated with the previous roofing system, which has since been replaced. It is our recommendation to test the integrity of the roof sheathing system by means of destructive structural inspection.

Metal Roofing:

- Metal roofs over the North Front Entry, and the Northeast Lower-Level Entry Enclosure were found to be in poor condition. Surface corrosion was noted along with poor flashings.
- Slope metal roofs are in need of complete replacement at this time.
- Additionally, the wood deck board supporting the metal roof were noted to show sign of deterioration and water damage. It is recommended that all damaged wood decking be replaced during reroofing project.

Eavestroughs and Downpipes:

- Replace damaged eavestrough & downpipes were existing is damaged around the building.
- Install new downpipe where existing is missing at the northwest corner of the Main Building.

Fascias & Soffits:

- Wooden fascia and soffits are in poor condition. It is our recommendation to replace damaged sections and paint all exterior wooden fascias and soffits around the building.

3.2 Exterior Walls

Stone Foundation Walls:

- The ground surrounding the building slopes from north to south, with the floor slab at the south end level with the street elevation, while the north end is partially below grade.
- The overall condition of the stone foundation walls is poor. Severely deteriorated and poor mortars were noted on the natural stone foundation walls around the lower-level of the building. In addition, evidence of water leakage was encountered on the interior side of the foundation walls at locations where stone walls were exposed. We recommend performing comprehensive masonry repairs to address the failed mortar, seal all openings, and restore the stone foundation walls across all elevations.
- We recommend conducting further testing to assess the presence and condition of any waterproofing or damp-proofing on the exterior side of the foundation wall at the north end

of the building. This can be achieved through hand excavation along the wall to a depth of 5 to 6 feet below the exterior grade. Additionally, we strongly recommend full waterproofing of the stone foundation wall on the north side to safeguard the wall assembly against potential future leaks and to ensure the long-term structural integrity of the building.

Masonry Brick Walls:

- The overall condition of the exterior masonry walls was determined to be poor, with widespread signs of deterioration observed throughout all elevations. Numerous sections of the walls exhibited damaged, cracked, spalled, and missing bricks, with vertical and step cracks visible in many areas. These noted deficiencies compromise the structural integrity and the wall's ability to withstand weather element. Moreover, the existing mortar joints were found to be in very poor condition at various locations on all walls, contributing to the continuing degradation of the masonry.
- Widespread exterior wall defects and failures appear to have resulted from a combination of the building's age and a lack of regular maintenance or restorative work over its lifespan. Note must be taken that without timely repairs, these conditions will likely worsen, leading to further structural instability and also water infiltration issues into the building from masonry walls.
- We strongly recommend a comprehensive exterior wall restoration. This process should include repairing all damaged masonry bricks, repointing or replacing deteriorated mortar joints, and sealing any cracks or openings. Restoration work should be carried out across all elevations to ensure the long-term stability, durability, and aesthetic appeal of the masonry walls.

Concrete Masonry Unit (CMU) Block Walls:

- Concrete blocks have been used to fill exterior wall openings at various locations around the building. Surface deterioration was observed in several sections, requiring localized replacement. We recommend replacing these deteriorated blocks as part of the proposed comprehensive exterior wall restoration project.

Wood Siding Walls:

- The paint finish on the wood siding walls of the Northeast Lower-Level Entry Enclosure is deteriorated and in poor condition. We recommend thoroughly cleaning of the walls and applying a high-quality, exterior-grade paint to all wood boards, trims, and associated elements.

Matal Clad Walls:

- Metal clad wall assembly of the south elevation of the South Addition Garage structure was found to be in good general condition, no measures are required at this time.

3.3 Fenestrations

Wood Framed Window:

- The existing exterior windows are significantly deteriorated and in very poor condition. It appears that the windows have failed due to age and no longer serve their intended purpose.

- We recommend replacing the existing exterior windows with new wooden or vinyl type that match the facility's characteristics. The new windows should be thermally broken and feature Insulated Glass Units (IGU) to enhance the overall thermal efficiency of the building envelope.

Metal Framed Windows

- The existing storefront aluminum combination windows and door located on the east elevation of the building at the OPP office are in fair condition, no measure are required at this time.

Exterior Doors:

- Replacement of the poor front entrance aluminum door assembly, including frame and door sill is recommended.
- Replace damaged metal trim at the door jamb of the west side door locate at the top of the wooden accessible ramp.
- Replace one wooden door and doorframe on the east side of the building.

3.4 Sealant

- All sealants are in very poor condition and in need of full replacement. The replacement of sealants at all joints shall include the replacement of foam backer rods.

3.5 Structural Report & Additional Recommended Structural Investigations

- Our sub-consultant, Canadian Sound Structures Inc. (CSS) revised structural engineering report, and their email communication, dated February 4th, 2025, presented in Appendix B of this report clarifies that “a detailed structural assessment is not required as long as the client does not proceed with retrofits, updates, or upgrades to the building”, provided that the required repairs as recommended by CSS take place as soon as possible. Refer to CSS revised report for recommendations on required repairs.
- Note must be taken that additional detailed structural assessments will be required to the existing roof components, including rafters, trusses, beams, joists, gusset plate connections, and wood sheathing boards, and other elements noted in the revised structural engineering report, dated February 4th, 2025 if client intends to pursue any retrofits, updates, or upgrades to the building. These additional assessments will be essential to evaluate the condition and structural integrity of the identified defective and deficient elements within the existing structural systems if retrofits, updates, or upgrades to the building are being considered. We further recommend performing destructive testing of the existing roof wood sheathing and other structural members as required and deemed necessary by the structural engineer during the additional structural assessment.
- In general, access to the existing structural rafters, trusses, beams, and their connections is limited due to the small attic space located above the main community hall. The structural integrity of the attic ceiling joists is unknown, raising concerns about safe access. As a result, specialized equipment and/or partial removal and reinstatement of the community hall ceiling may be required to facilitate access.
- Refer to Appendix – B for details of all structural findings, discussions and recommendations.

3.6 Additional Recommendations by Environmental Consultant

- Our sub-consultant, Reveal Environmental Inc. provided a Designated Substances Assessment report presented in Appendix – C of this report identifies the presence of asbestos and lead containing paint within building envelope systems. Asbestos is present in exterior tar and caulking around windows, and lead containing paint at various locations.
- Refer to Appendix – C for details of all designated substances findings, test results, and recommendations.

3.7 Other Site Improvements:

- Our sub-consultant, Canadian Sound Structures Inc. (CSS) structural engineering report recommends repairs to the existing concrete stairs located on the north side of the building by the main front entrance door. Additionally, the report highlights the poor and sub-standard conditions of the existing metal handrails for the concrete stairs at this location. The recommended repairs may escalate to full replacement of the overall concrete stairs and handrails if significant structural deficiency and unsound areas of concrete is uncovered during the construction, or if below grade waterproofing is deemed required for the northside stone foundation walls. The cost allowance outlined in this report accounts for the possibility of a complete replacement to address these potential issues.
- Canadian Sound Structures Inc. (CSS) structural engineering report recommends concrete repairs to slab-on-grade side walks, curbs and improvements to site drainage as required.

4.0 ESTIMATED PROJECT BUDGETS & COST ANALYSIS

Following cost estimates presented in Budget Table – 1 below are based on our recommendations for exterior building envelope repairs, replacement, restoration and structural upgrades as outlined in this report.

Budget Table – 1 Estimated Construction Budget in 2025			
Item	Description	Low Estimated Amount (2025 Value)	High Estimated Amount (2025 Value)
1.1	Approximate allowance for mobilization, site setup & demobilization for the general contractor.	\$25,000.00	\$30,000.00
1.2	Replacement of slope metal roofing systems on the North Front Entry, and the Northeast Lower-Level Entry Enclosure.	\$15,000.00	\$20,000.00
1.3	Minor roof repairs to South Addition Garage asphalt shingle roof and the installation of new 24-gauge prefinished metal counter flashings.	\$1,000.00	\$1,500.00
1.4	Upgrade to eavestroughs and downpipes around the building.	\$2,000.00	\$3,000.00
1.5	Replace damaged sections and paint all exterior wooden fascias and soffits around the building.	\$20,000.00	\$25,000.00
1.6	Foundation wall masonry repairs.	\$100,000.00	\$125,000.00
1.7	Foundation wall testing and allowance for application of waterproofing at the north side of the building.	\$75,000.00	\$100,000.00
1.8	Exterior masonry brick wall restoration	\$250,000.00	\$300,000.00
1.9	Cleanup and painting of the wood siding of the Northeast Lower-Level Entry Enclosure.	\$5,000.00	\$7,000.00
1.10	Replacement of the existing wooden exterior windows	\$120,000.00	\$140,000.00
1.11	Replace front entrance aluminum door assembly, and one wooden door on the east side of the building. Replace damaged metal trim at the door jamb of the west side door locate at the top of the wooden accessible ramp	\$20,000.00	\$25,000.00
1.12	Replace all exterior sealants around all windows, doors, wall joints, and other exterior wall features and penetrations.	\$15,000.00	\$20,000.00
1.13	Allowance for replacement of the existing concrete stairs and associated handrails at the north side of the building at the front entrance door.	\$30,000.00	\$40,000.00
1.14	Allowance for upgrades to existing slab-on-grade side walks and curbs.	\$15,000.00	\$20,000.00

Budget Table – 1 (Cont.) Estimated Construction Budget in 2025			
1.15	Allowance for further detailed structural assessment if client intends in pursuing retrofits, updates, or upgrades to the building.	\$50,000.00	\$70,000.00
1.16	Allowance for abatement of designated substances related to building envelope during exterior building restoration and or repairs/replacement to exterior windows and doors.	\$30,000.00	\$50,000.00
1.17	10% Contract Contingency Allowance	\$77,300.00	\$97,650.00
1.18	Sub-total (Excluding HST)	\$850,300.00	\$1,074,150.00
1.19	13% HST	\$110,539.00	\$139,639.50
1.20	Grand Total (Including taxes)	\$960,839.00	\$1,213,789.50

*Exclusions: No consulting and/or engineering fees have been allocated in presented cost estimates and budgets.

Trusting the foregoing adequately addresses your requirements. Please feel free to contact the undersigned for further information as you may need. We would like to thank you for the opportunity to present this report.

Sincerely,

Marashi

Bob T. Marashi, P. Eng., BSS
 Principal, CEO

Accent Building Sciences Inc. (ABSI)

5.0 LIMITATIONS & EXCLUSIONS

5.1 Limitations

This report and information within are prepared only for the client & facility named herein, and may not be used elsewhere, for other facilities, and/or clients. Material presented in this report are based on ABSI's opinion during visual assessment. No destructive and/or non-destructive testing has been performed/used for the preparation of this report. This report does not provide guarantee for quality of material(s), nor provides opinion on conformance with any specifications, drawings, codes, regulations, and laws. Any third-party interpretation of information provided in this report is not the responsibility of Accent Building Sciences Inc. (ABSI).

ABSI received/gathered information and data as became available and presented by the client, and/or contractor(s) and/or other parties from their past involvement in this project. ABSI does not warrant the accuracy of these documents and material. All information provided to ABSI have been used and assumed to be correct and true. Any errors, miss-information, omissions, mistakes, inadequate information, etc. are not the responsibility of ABSI.

No design services have been performed for the preparation of this report.

Limitations presented by ABSI's affiliate, sub-consultants, and stated in any past report are extended to these limitations.

Budgetary cost estimates are solely the opinion of ABSI current market values and past project experiences. Estimates may change based on change in scope, new findings, and market fluctuations.

This assignment and worked performed by ABSI have been completed in order to present sufficient information. This report excludes any/all uncovered existing conditions. The likelihood of change in scope and/or budgetary information presented in this report exists due to uncovered building conditions that will affect the recommendations herein.

5.2 Exclusions

Scope of this investigation and review was limited to visual assessment of existing building envelope and structural systems.

No leak investigations were performed as part of these services.

This study excludes review of any related safety measures required under codes and regulations. Moreover, no structural engineering integrity, code review, or code compliance services have been performed as part of our services for the preparation of this report.

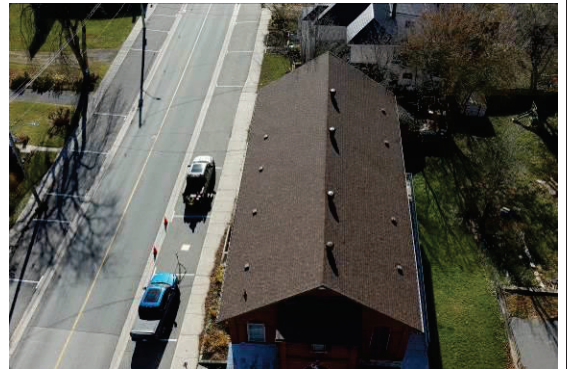
Our observations and review exclude sub-surface conditions behind existing wall and other concealed components or assemblies.

Appendix A – PHOTO GALLERY

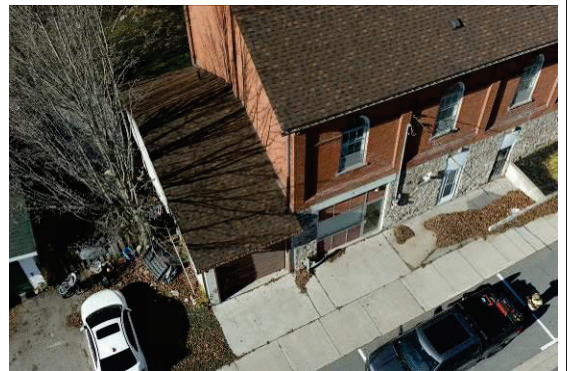
Following are our findings during our assessment on site:

Roofing

Description:
General view of the slope asphalt shingle roof on the Main Building.



Description:
General view of the slope asphalt shingle roof on the South Addition.



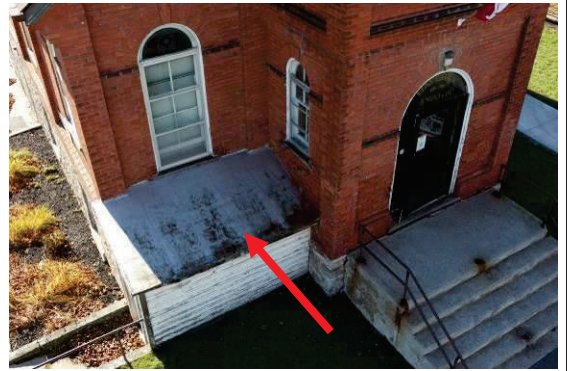
Description:
General view of the slope metal roof on the North Front Entry.



Description:
Closeup view of corroded standing seam metal roof panels.



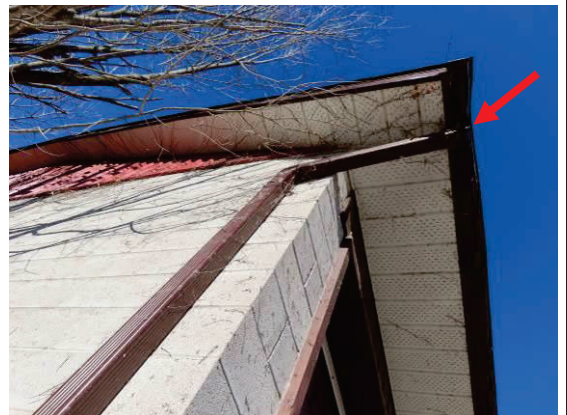
Description:
General view of the slope metal roof on the North Front Entry.



Description:
Closeup view of surface corrosion on metal roof.



Description:
View of damaged eavestrough on the west side of the Main Building.



Description:
View of missing downpipe on the Main Building, located on the northwest corner.



Description:

View of poor condition of the wooden fascia. Note that a section of the top fascia trim is missing.



Description:

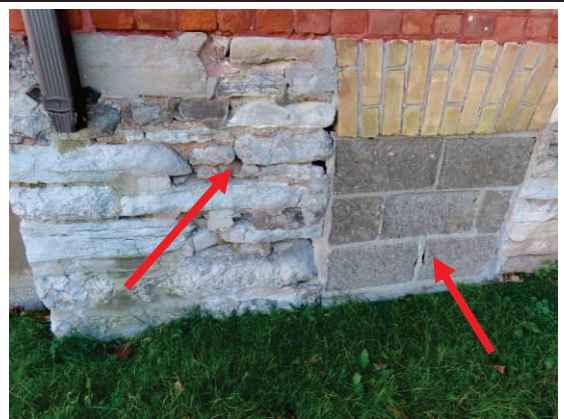
View of missing wooden fascia board.



Exterior Walls

Description:

View of typical poor mortar joints on the stone foundation wall. Additionally, the concrete block in-fill was also noted to be deteriorated.



Description:

Typical hole encountered on the stone foundation wall.



Description:
Vertical crack on the stone foundation wall. Additionally, the general condition of the mortar between stone units were found to be in poor condition.



Description:
View of typical poor condition of stone foundation wall at grade level.



Description:
View of opening into the stone wall at exterior window.



Description:
View of the interior side of foundation walls within the lower level basement. Past and/or active leakage from stone foundation wall is evident.



Description:

View of damaged plaster finish at the bottom of the interior side of foundation walls within the lower level basement. Damage appeared to be the result of leaks from stone foundation walls.



Description:

View of typical poor and failed mortar between masonry brick units at the bottom of a typical exterior window.

Note that poorly applied caulking has been incorrectly applied to failed mortar of masonry brick wall.



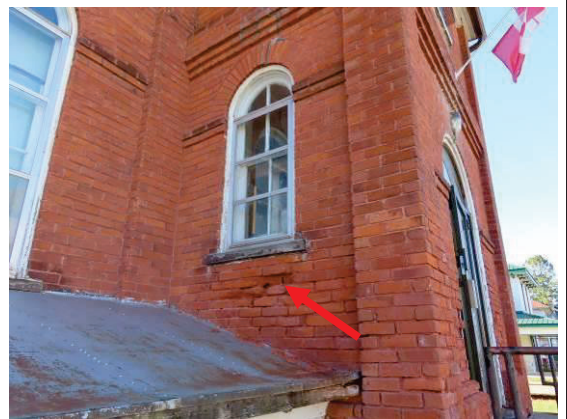
Description:

Closeup view of severely deteriorated and missing mortar between masonry brick units at an outside exterior wall corner. This defect is suspected to be the result of water leakage from a past leaking roof eavestrough and/or downpipe at this location.



Description:

The existing masonry bricks at the base of the exterior window were found to be severely deteriorated, extensively damaged, and partially missing.



Description:

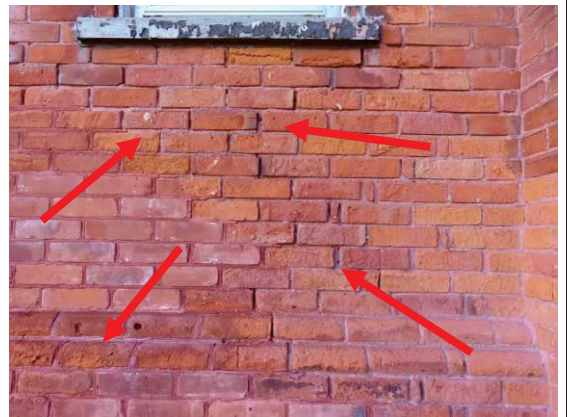
The existing masonry bricks at the base of the exterior front entrance door were found to be severely deteriorated, extensively damaged, and partially missing.

This defect is suspected to be the result of prolonged exposure to salt applied on the concrete landing in this area.



Description:

A typical view of a large, damaged section of the exterior masonry brick wall, featuring spalled bricks and deteriorated mortar located beneath an exterior window.



Description:

Closeup view of severely deteriorated mortar joints.

Note that poorly applied caulking has been incorrectly applied to failed mortar of masonry brick wall.



Description:

View of severely deteriorated outside wall corner with failed mortar joints.

Note that poorly applied caulking has been incorrectly applied to failed mortar of masonry brick wall.



Description:
Damaged bricks and failed mortar were observed at the tops of all masonry arch lintels above the exterior windows.

Note that poorly applied caulking has been incorrectly applied to failed mortar of masonry brick wall.



Description:
View of a poor repair performed at the masonry wall above the exterior window.



Description:
View of the existing Concrete Masonry Unit (CMU) Block walls of the South Addition Garage in good condition.



Description:
General view of the Northeast Lower-Level Entry Enclosure with wood siding wall board. The paint finish of the wall is deteriorated and in poor condition.

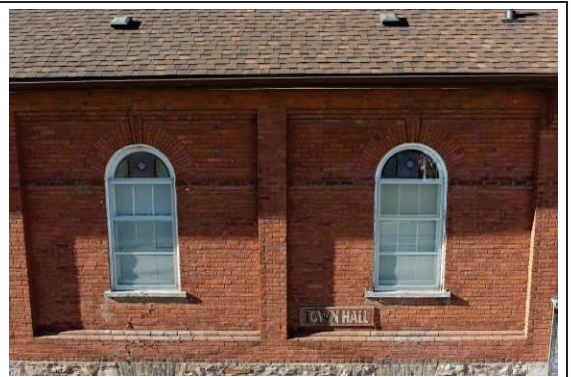


Description:
View of the existing metal clad wall assembly on the south elevation in good condition.

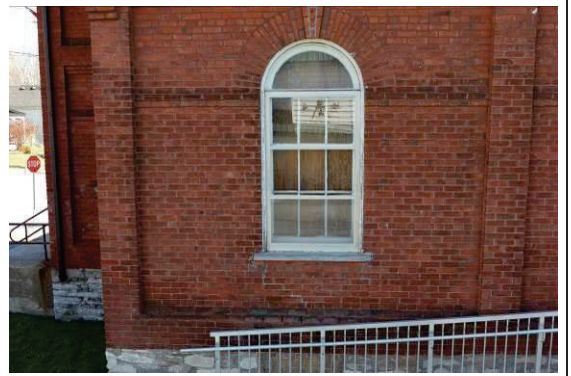


Fenestrations

Description:
General typical view of exterior wooden windows on the east elevation of the building.



Description:
General view of a typical exterior wooden windows on the west elevation wall.



Description:
Closeup view of deteriorated wooden frames around a typical arched window.



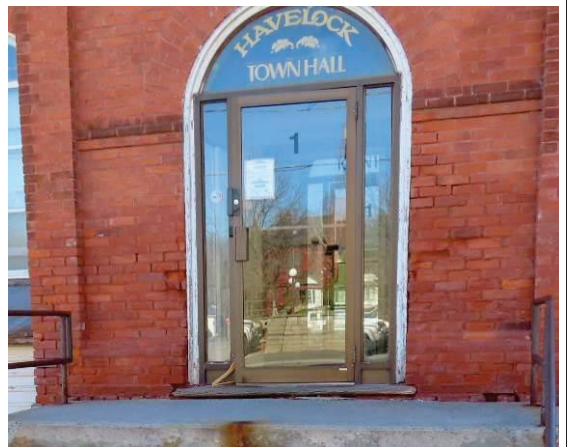
Description:
Rotted and damaged window frame.



Description:
View of storefront aluminum combination windows and door located on the east elevation of the building at the OPP office in fair condition.



Description:
View of front entrance aluminum door assembly in poor condition.



Description:
View of poor condition of the exterior wooden door located on the west side of the building.



Description:
View of the metal door located on the west side of the building, top of the accessible wooden ramp.



Sealants

Description:
Typical view of severely deteriorated sealant around exterior window



Description:
Lack of sealant around exterior metal doorframe on the west side of the building



Description:



Typical view of severely deteriorated sealant around exterior windows and door.



Appendix B – Canadian Sound Structures Inc. (CSS) Structural Engineering Report (Revised)

**&
Email Communication**



**REPORT OF THE
STRUCTURAL CONDITION ASSESSMENT OF
1 MATHISON STREE WEST
HAVELOCK, ONTARIO**

**PREPARED FOR
ACCENT BUILDING SCIENCES**

BY

**CANADIAN SOUND STRUCTURES INC.
99 WETHERBURN DRIVE
WHITBY, ON L1P 1N5
PHONE (647) 528-1637
E-MAIL admin@gbachir.ca**

FILE NO. 2024-27

FEB 4TH, 2025

TABLE OF CONTENTS

Introduction	Page 2
General	Page 2
Methodology	Page 2
Observations	Page 2
Discussion	Page 13
Summary	Page 13
Disclaimer	Page 13 & 14
Appendix 'A'	Photographs
Attachments	Floor Plans Sketches

Introduction:

Following email authorization from Mr. Bob T. Marashi, P. Eng., BSS, Principal and CEO of Accent Building Sciences Inc., Canadian Sound Structures Inc. conducted a visual assessment of the structural condition of the Town Hall building at 1 Mathison Boulevard, located at the southwest corner of Mathison St. W and Oak St. in Havelock-Belmont-Methuen, Ontario.

General:

The building is a single-story structure with a stone masonry foundation wall below the ground floor level and masonry brick bearing walls above the ground level. The main floor features a town hall open area with a performance stage located on the south side. A mezzanine level, which serves as a viewing balcony, is situated above the ground floor washrooms and kitchen.

The roof structure consists of gabled rafters with wood trusses, reinforced by tension cables. These trusses are supported by the exterior brick walls, with local brick columns located under the trusses and at each corner of the building, providing additional structural stability.

An added garage is located on the south side of the building, constructed with concrete block walls and a gabled roof supported by wood trusses. Along the west side of the building, a wooden access ramp has been added to improve accessibility. The main ground floor is accessed via concrete stairs.

The building is situated on a heavily sloped site, with the grade sloping downwards to the south. This results in the basement being partially below grade on the north side and fully exposed to street level on the south side. Modifications to the basement access have been made, including the addition of a door and sloped wooden roof at the north-side access point.

This historical structure demonstrates a blend of traditional masonry and modern modifications, serving as a functional and multi-use facility (See photographs #1 to #4 & SKS-1 to SKS-5)

Methodology:

The writer conducted a site visit alongside Mr. Majd Alhalabi from our office to visually review using non-invasive techniques and photograph the exterior conditions, basement, ground floor, mezzanine level, attic area, garage, and ramp. Following the site visit, we reviewed the previous building condition assessment Excel spreadsheet, titled "OldTownhall_BCA," as well as a total of 47 photographs prepared by Accent Building Sciences as part of their pre-condition survey.

We then compared our photographs with the corresponding photographs presented in the previous report to identify any differences between the current conditions and those documented in the earlier assessment.

Observations:

On the morning of November 12, 2024, after brief introductions, we conducted a site visit with Ms. Bob T. Marashi, Jeff Lainsbury (President of Reveal Environment), and another representative specializing in drone photography. A ladder, provided by Mr. Bob, was used to access the attic. The roof framing system was observed through two openings in the basement ceilings: one located on the northwest side of the building and the other in the storage area (formerly jail compartments) situated in the middle of the building.

Our visual observations began in the attic, proceeding down to the bleacher area and the adjacent mechanical room. From there, we continued to the ground floor, followed by the basement. We then moved south to inspect the garage and concluded with an exterior inspection of the building. The exterior observations were conducted systematically, starting with the west elevation and progressing to the north, east, and finally, the south elevation of the property.

1- Roof :

The roof structure consists of four distinct parts:

Flat roof over the building entrance corridor.

Gabled roof over the main building which had been inspected from the attic. The wood for this portion consists of wood boards, roof rafters, and wood trusses (total of five trusses). Both the rafters and trusses are supported by the east and west masonry brick walls and columns.

Gabled roof over the garage which was added to cover the garage built on the south side of the building. The roof framing consists of wood trusses spanning east to west, and supported by the garage block walls.

Sloped roof over the basement north access way. The roof covers the basement access door, concrete stairs to the basement.

Photograph #14 shows the flat roof over the building entrance, as well as a portion of the gabled roof over the main building. Photograph #15 highlights the sloped roof over the basement access way. Photograph #16 displays the gabled roof over the garage.

2- Attic and Roofing Rafters and Trusses

Photograph #5 provides a general view of the attic, showing the roof framing as seen from the north side, looking south. The image reveals extensive debris scattered across the attic floor, including broken wooden elements and deteriorated roofing materials. The structural members, such as rafters and floor elements, appear aged and may show signs of wear, including potential deficiencies in bracing and stability.

Photograph #6: Depicts the attic structure in the northwest corner.

Photograph #7: Shows the attic structure in the northeast corner.

Photograph #8: Highlights the north load-bearing brick wall that supports the roof structure.

Photograph #9: Shows roof joists and wooden boards, highlighting the aged and deteriorated condition of the materials.

Photograph #10: Displays a roof ventilation opening, illustrating poor workmanship and potential for moisture ingress, which can accelerate deterioration of the wooden elements.

Photograph #11: Highlights the connection between the roof and the northwestern wall. Visible gaps, misalignments, and improper fitment are apparent.

Photograph #12: Offers a closer view of the roof structure, showing makeshift and irregular wood bracing with little evidence of proper load distribution or reinforcement.

Photograph #13: Shows a truss tie-up detail, with inadequate connections and potential failure points under lateral loads.

Wooden rafters and framing elements show significant signs of damage, including cracks, missing sections, and decay.

Structural connections and anchorage points, critical for resisting lateral loads (e.g., storm winds and seismic forces), are not visible. It is likely these were either poorly implemented or entirely omitted, reflecting a lack of expertise and insufficient construction regulations at the time of the building's erection.

The cumulative issues highlighted by these photographs indicate structural integrity concerns.

Address deficiencies in connections and bracing to meet modern standards.

Reinforce or replace deteriorated wooden elements to ensure stability.

Evaluate the brick-wall connections for proper anchoring to withstand lateral forces.

3- Mezzanine Floor (Bleacher area or interior viewing balcony):

The bleacher area on the mezzanine level is characterized by long wooden benches arranged in rows, providing seating for spectators or attendees see Photograph #17 & 18. The flooring consists of painted wood. The ceiling features a wood-paneled finish contributing to the architectural design.

No visible indications of structural issues, stresses, misalignments, or movements were observed in the bleacher/ balcony area.

During our inspection, we observed that the staircase leading from the corridor to the mezzanine was closed. The reason for this closure was not provided to us. It's important to note that the live load—the weight exerted by occupants—on bleacher area is much higher than the dead load, which is the weight of the structure itself. This uncertainty suggests potential safety concerns during such gatherings that may not be immediately apparent.

Photograph #19 shows a narrow corridor to the mechanical room, located on the north side of the bleacher area. The walls are the exterior building of exposed brick, and the ceiling. The corridor is cluttered with various items. The space appears to be a storage area rather than an actively used mechanical passage.

Photograph #20 shows the mechanical room with exposed exterior brick walls, a dusty metal duct, and visible cobwebs. The space contains a green mechanical unit with a pulley system, indicating ventilation or other machinery. The area appears to be poorly maintained and cluttered.

Photographs #21 & 22 depict a poorly maintained mechanical room with exposed brick walls showing scratches and poorly cemented joints. A metal duct is mounted on the brick bearing wall, which displays signs of wear and inadequate upkeep. The floor is cluttered with debris and discarded materials. No structural critical defects were observed in the mechanical room walls, roof, or floor.

Photographs #23 & 24 show the wood staircase from the bleacher area leads down to the ground floor. The staircase appears functional, with no signs of structural movement, misalignment, or defects.

Photo #25 and Photo #26 provide detailed views of the Town Hall interior from the bleacher viewing area, highlighting a wooden vaulted ceiling supported by a wood structural system of roof trusses spaced approximately 4000 mm center-to-center.

4- Ground Floor:

Main Entrance door (Photographs #27) is a glass-paneled, metal-framed unit set within the original arched brick masonry opening, supported structurally by the surrounding load-bearing brick wall.

Second entrance door (Photograph #28) is located in the middle of the entrance corridor. It consists of a glass-paneled, metal-framed door providing access to the interior spaces. The door is supported by the surrounding load-bearing walls.

East closet at entrance (Photograph #29) features sliding white paneled doors framed within the corridor wall. West closet at entrance (Photograph #30) includes a hanging rack for storage beneath a large window.

Stairs to the Bleacher (Photograph #31) located at the west side of the building entrance, were found to be closed off with a plywood sheet secured with screws upon our arrival for inspection. We opened the stairs, allowing access to the bleacher and attic areas. After completing the inspection, the plywood was returned to its original position.

During the inspection to the bleacher area, no structural irregularities, significant movement, or misalignment were observed. However, the reason behind the stair closure remains unknown. The stairs appear structurally good and suitable for access.

The corridor connects the Town hall to the building's entrance and is characterized by wooden flooring and paneled walls (see photograph #32). The structural layout appears consistent, with no visible irregularities.

Photograph #33 shows the washroom area east of the corridor, looking northeast. The structural wooden column supporting the bleacher with a beam above. All are in fair condition, with no visible structural cracks or irregularities. The capital at the top of the column is present, but it is unclear whether it serves a structural function or is purely ornamental.

Photograph #34 shows both the south elevation for the kitchen and the washroom areas looking north. The structural wooden column supporting the bleacher in the kitchen wall is not clearly defined under the timber beam. The column can be within the kitchen partition wall, or this wall is a bearing wall. The beam and the wall are in good condition, with no visible structural cracks or irregularities.

Photographs #35, #36, & #37 feature a spacious floor area supported by exterior foundation masonry stone walls. The floor timber structural system consists of joists, beams, and columns.

The timber ground floor structure is partially visible in the basement, where two timber columns are observed alongside three floor joists visible through ceiling openings.

The flooring is constructed of hardwood and appears supported by a robust subflooring system.

The roof system, including the rafters and the upper portions of the trusses, is hidden above the wooden ceiling.

The hall is illuminated by ceiling-mounted lights, with additional natural light provided by four windows (three on the east wall and one on the west wall).

Two doors provide access to the hall from outside the building.

An upper balcony is located on the north side, appearing to offer additional seating or a viewing area overlooking the main floor.

The wooden finishes and traditional design elements highlight the historical character of the building.

Upon our inspection, no cracks, misalignments, movements, or distress were observed anywhere in the structure of the floor, walls, or roof.

Photographs #37, #38, #39, & #40 show a raised wooden stage area that occupies the south end of the hall, designed for performances, presentations, or other community activities. The stage features a polished wooden floor in good condition, showing visible signs of historical use. A six-step wooden staircase with aluminum railings is located on the east side, providing easy access to the stage. Both the staircase and railings are in good condition.

A double decorative wooden arch frames the stage area. It is our opinion that the stage area was enlarged toward the north to provide more space for performers. The original stage arch is directly below the roof truss. The added arch mirrored the shape and style of the original one. The ceiling above the stage features exposed timber finishes. The stage and surrounding area appear to serve multiple purposes, from cultural performances to storage for tables and chairs, piano, supporting the building's role as a versatile community hub. The stage floor is a polished timber construction and appears to be well-supported, with no visible sagging, movement, or unevenness.

The south bearing masonry brick wall is constructed with a painted, finished surface, and no visible cracks, misalignments, or signs of structural distress were observed.

The wall supports the roof's sloped ceiling and the roof framing. The connections between the roof framing and the wall are not visible, and their condition is unknown.

Across our investigation and as seen on all images, there were no cracks, misalignments, or evidence of structural movements in the walls, flooring, or roof components. This confirms that the structural elements for the ground floor are in good condition and free from signs of distress or failure.

5- Basement:

The basement has multiple access doors located on the east side of the building foundation wall. The basement north access door and its roof structure as shown on the Photographs #41, #42 & #43 appear to be later additions to the original building design, as they are not seamlessly integrated with the main structure. The materials and design of the additions contrast with the older masonry and finish of the original building. The wooden framing and siding around the door show significant weathering, peeling paint, and possible decay. The roof covering this entrance shows signs of deterioration, particularly the boards, which display peeling paint and potential water damage. The overall structure seems functional but may require repair or replacement in the near future to ensure safety and durability. The concrete stairs (4-steps+ Landing + 5-steps) leading to the basement appear in fair conditions but with minor discoloration, likely due to moisture and lack of regular cleaning. The interior brick walls near the basement access appear painted but exhibit signs of water stains or efflorescence, suggesting moisture infiltration. This could be a concern for long-term durability if not addressed.

Handrails are present on one side of the stairwell, but its design and placement might not fully comply with building code or safety standards.

Overall, while functional, this access point displays visible signs of age, wear, and later modification. Maintenance and updates may be necessary to ensure it remains safe and structurally sound.

The photograph #44 & #45 show the basement north exit / access door with the stairs leading to the ground floor above. The wooden staircase shows visible signs of wear and tear, including scuffed and worn treads. This indicates frequent use over time without significant maintenance or refinishing. There appear to be no obvious structural issues, such as cracking or splitting in the wood, but the surface condition suggests the need for sanding and repainting or sealing.

The handrail and balustrade are present and functional but show wear, including chipped paint and surface scratches. These should be refinished to improve aesthetics and protect the wood.

The design might not meet modern building code requirements for handrail height or spacing between balusters, which could be a safety concern if the staircase is to be updated for compliance.

The walls along the staircase are covered in wood paneling, which appears aged and stained in some areas. Some panels show signs of detachment or unevenness, indicating that they may require reattachment or replacement. The paneling has peeling or missing adhesive residue, suggesting past repairs or alterations.

The ceiling above the staircase shows discoloration and possible water stains, especially around the joint where the stairwell meets the ceiling. This might indicate a past or ongoing moisture issue that needs investigation. Exposed piping above the stairs suggests that this area serves a dual purpose for utility access, which could limit aesthetic improvements without relocating or concealing the pipes.

Overall, the staircase remains functional but would benefit from maintenance, including refinishing the wood, addressing potential moisture issues, and considering safety upgrades to align with modern building codes.

Photographs #46 & 47 show the storage room located below the north basement stairs. The north and east walls are constructed with masonry stone and have finishing layers consisting of wood framing a cementitious grout or plaster applied over lath. Portions of the interior finish are deteriorated, exposing the wooden lath beneath. Significant wear is visible in the interior finishes, particularly along the lower portions of the wall. This includes cracked and missing plaster, exposing the underlying wood lath and parts of the stone masonry. The floor consists

of unfinished boards with scattered debris, including loose wood pieces, small tools, and fabric materials. These appear disorganized, contributing to a cluttered and neglected space.

Photograph #48 shows an overhead ceiling opening through which the ground floor joists can be locally observed. The joists are visible through the ceiling opening, and their dimensions are approximately 75mm x 250mm. They are spaced at 400mm center-to-center.

The joists appear to be made of wood and seem structurally intact with no visible signs of cracking, splitting, deterioration, deflection or sagging in the image provided.

The opening in the ceiling exposes both the joists and part of the floor structure above. It appears to be an unfinished or makeshift access point for inspection or repair work. Two large black plastic pipes, likely part of the plumbing system, run across the ceiling area near the opening. The pipes are well-supported by metal straps, which appear secure.

The size and configuration of the pipes suggest they are part of the building's drainage or venting system, possibly for the kitchen or bathroom above.

Photograph #49 shows the basement's east foundation wall from the inside, looking west.

The east foundation wall is finished with wood paneling. The paneling appears dated and shows signs of wear and discoloration in some areas.

The windows on the wall appear to have been sealed or closed off, likely as part of an older renovation or modification. The sealed windows suggest reduced the natural lights, ventilation in the space, which could contribute to humidity-related issues, such as the deterioration of finishes and potential mold growth.

The flooring consists of wood sheeting covered with polyethylene finishes.

The ceiling features panel tiles, which show discoloration and staining, particularly in some areas. This discoloration could indicate previous water leaks or moisture issues. The ceiling has exposed piping and surface-mounted conduits. The space is being used as storage, with various items, including food supplies, clothing, and miscellaneous materials, stacked on tables and bins along the wall.

Photographs #50, & #51 show the food bank area in the basement, with a structural column and overhead beam, looking southwest: The column appears to be constructed of wood and is painted gray. It includes a capital-like detail at the top where it meets the overhead beam. The column shows no visible signs of damage, cracking, or instability. The overhead beam is hidden in the ceiling finishes and spans horizontally north- south and appears to be made either of steel or wood. It is well-integrated with the column and other structural elements, supporting the ground floor structure above. The ceiling consists of acoustic tiles, which display discoloration and staining in certain areas, possibly indicating previous water damage or leaks. A portion of the ceiling near the beam appears uneven or slightly sagging, warranting further inspection to ensure it is secure and supported properly.

The walls are finished with wood paneling, similar to other areas in the basement. They appear aged but in stable condition, with minor surface imperfections and discoloration.

The floor is covered with painted or finished wood sheeting, which appears relatively intact but shows signs of wear and aging, such as scratches and scuffs.

Sanitary black pipe and wide HVAC duct run overhead, parallel to the beam. They are securely fastened to the ceiling or the ground floor framing. There are no visible signs of leaks or damage.

Photograph #52 shows the Mechanical Room (Looking West) where the overhead ductwork and equipment are properly supported. The concrete slab on grade appears to be in generally fair condition, with no visible signs of significant cracking, settlement, or heaving. Minor surface wear and staining is present, but it does not appear to compromise the slab's structural integrity.

The walls on the left side appear to be drywall, used as partitions to the police office, while the right side shows wood lath and damaged plaster for the probably bearing masonry interior foundation wall.

Photographs #53 & #54 show the slab-on-grade and part of the east foundation wall of the building. Surface cracks and discoloration suggest potential settlement or moisture issues. Local damage to the slab-on-grade has been observed and should be repaired promptly. The stone masonry foundation wall shows signs of mortar joint erosion and surface degradation, which may reduce its lateral support capacity and resistance to hydrostatic pressure. Repointing and sealing the joints are recommended to enhance stability and durability.

Photograph #55 shows part of the east foundation wall with utility penetrations. Cracking and gaps around utility pipe penetrations compromise the wall's load-bearing capacity and water resistance. Sealing these areas with appropriate materials is necessary to maintain structural stability. Waterproofing and drainage improvements are essential.

Photograph #56 shows the door to the stairs leading to the stage area on ground floor. The interior layer of the foundation wall on the right side of the photo appears to consist of lath and plaster, which is an older interior finish technique. This layer has experienced surface wear and degradation, likely due to age, environmental conditions, or moisture infiltration. Replacing this layer or transitioning to a modern finish such as drywall should be considered.

Photographs #57, #58 & #59 show the stairs and a part of the east foundation wall. The stairs are made of wood and exhibit visible wear, including surface damage and discoloration. These conditions suggest aging and frequent use. We do not know the reason behind closing this stair.

The interior finishing of the east foundation stone masonry wall under the stairs shows some deterioration, with missing mortar and signs of spalling.

A former window opening in the foundation wall has been filled with poorly fitted concrete blocks, showing gaps and cracks that may allow moisture infiltration. The window opening appears sealed but not adequately finished, leaving potential for air and moisture leaks.

The peeling paint and deteriorating surfaces in the area highlight the need for the cosmetic restoration.

Photograph #60 shows the corridor at the carpentry shop with a carpet-covered floor over the basement. The right side displays structural defects at the bottom of the east stone masonry foundation wall, while the left side exhibits similar issues at the bottom of the interior foundation bearing wall. Repairing and patching these defected areas is required to reinstate the wall structural integrity.

Photograph #61 shows the Carpentry Shop, Looking North from the Entrance Door

This Photograph highlights the carpentry shop with a visible structural column in the room. No structural irregularities were observed in the column. Other parts of the ground floor supporting structure are concealed behind wall and ceiling finishes. The basement floor is covered with polyethylene tiles, with no visible signs of distress or irregularities in the observed areas.

Photograph #62 shows the carpentry shop with structural wood column is visible in the space. No structural irregularities or signs of distress were observed.

Photograph #63 is a general view of the corridor in front of the two storage rooms, which were likely used as jail compartments. An HVAC opening in the ceiling is missing its cover. The interior foundation wall is approximately 600 mm thick and appears to be bearing wall, providing vertical and lateral support for the structure above. There is no evidence of any structural cracks, deformations or irregularities.

Photograph #64 is a closer view of one of the storage rooms. A visible solid metal-bar gate is securely installed within the masonry wall. The gate appears intact and functional, indicating that it was originally designed to withstand high loads and resist tampering.

The room retains structural features consistent with its previous use as a secure compartment, now repurposed for storage. There are no visible cracks, deflection, or structural irregularities in the area. The floor, which is covered by carpet, shows no signs of settlement.

6- Garage addition:

Photograph #65 shows the general view of the garage addition to the main town hall building looking from the garage door to the west.

Photograph #66 shows a general view of the south townhall building wall. The lower section (below ground level) of the wall features masonry stones and the upper section transitions to brick wall. The masonry of the stone and brickwork show signs of weathering and potential mortar joint degradation in certain areas. There are no structural cracks visible, though some surface inconsistencies, such as minor separations, suggest wear over time.

Concrete blocks had been used to close the original door and window in this wall.

Despite signs of aging and minor wear, the wall appears to remain structurally sound with no visible deflection or major damage.

Photograph #67 shows the south wall of the garage is constructed from concrete blocks, showing no significant cracks or bulging that would indicate structural distress.

The wall is effectively supporting the roof structure above, with no visible deformation in the alignment of the blocks.

Photograph #68 shows the roof structure of the garage. The plywood roof sheathing shows dark staining, which is indicative of prolonged moisture exposure. This may lead to degradation of the material over time if not addressed. No significant sagging of the sheathing or trusses is evident, suggesting that the structure is still performing its intended function.

The wood trusses appear to be properly spaced and braced. The gusset plates at the joints appear intact.

7- Wooden Access Ramp addition:

Photograph #69 shows the access ramp addition on the west side of the building. It features a concrete portion with wooden deck and steel railings installed on both sides. The construction appears to meet accessibility requirements, with no visible signs of structural defects or wear.

Photograph #70 shows the underside of the access ramp structure on the west side of the building. The ramp is supported by a series of treated wood boards, joists, beams and posts. The diagonal bracing installed for lateral stability. The posts are securely anchored to concrete footings, and the gravel base beneath ensures proper drainage and minimizes moisture accumulation. The structure appears to be in good condition.

8- Exterior:

NORTH: Starting from the north elevation, we observed the stairs and found, as shown in photograph #71, that the concrete appears to have signs of spalling, particularly near the bottom edges and along the connection to the retaining wall on the left side. Discoloration is also present, likely due to water penetration or freeze-thaw cycles. The steel handrail appears corroded and not to the building code requirement. The stairs are likely poured in place and added to the original building at later and not integrated into the adjacent building wall.

Some signs of differential settlement or wear may be evident where the stairs meet the wall. The area beneath the entrance threshold as shown on photograph #72 exhibits signs of settlement, with visible gaps and crumbling materials. The wooden threshold is weathered and misaligned, suggesting water infiltration or differential movement. This condition could lead to further structural and water damage if not addressed. The brick wall near the stair entrance shows deterioration, with visible gaps, crumbling mortar as shown on photograph #73. The brick near the door entrance displays significant cracking and material displacement, particularly around the edges of the frame as shown on photograph #74, # 75, #76 & #77 whereas seen the brick shows cracks, separation from the door frame, and gaps in the mortar joints. The paint on the frame is peeling, indicating prolonged exposure to moisture and weathering. This may lead to further structural instability and water infiltration if not repaired. The brick above the door displays cracks in the decorative crown molding and gaps between the brick joints. The area around the light fixture shows signs of poor sealing as seen on photograph #78. The buildup of dirt and cobwebs suggests neglect and further highlights the need for cleaning and repairs to prevent long-term structural or material degradation.

WEST: The west elevation of the building, looking southeast in photograph #79 and looking northeast in photograph #80 shows a general view of the historical brick wall with arched windows in good condition. The brickwork appears well-maintained, and the structural integrity of the wall is visually satisfactory. The newly added accessibility ramp is visible in the foreground, supported by timber posts. The west elevation window in photograph #81 shows a deteriorated wooden sill and cracking in the adjacent brickwork. Cracks in the masonry suggest potential structural settlement or material degradation in this area. Repairs are needed to address these issues and prevent further deterioration.

Photographs #82 & #83 show the window crown where cracks and gaps have been poorly sealed with sealant or mortar that does not match the original color. Discolored bricks are also visible in the brick masonry, indicating potential water damage or material degradation.

Photograph #84 shows the west elevation access door at the top of the access ramp, featuring a the original decorative crown with an apparent patch repair that is poorly executed and inconsistent with the surrounding brickwork. The door opening was created by enlarging a previous window, achieved by cutting the lower portion of the original opening. The sides of the door exhibit brick repairs made with grout that does not match the original color.

Photograph #85 shows the west elevation brick masonry with visible holes and areas of localized deterioration. Photograph #86 shows the west elevation with a bricked-in window where the original window opening has been closed using bricks and grout that do not match the original color or texture of the surrounding masonry. The infill brickwork appears inconsistent, with visible gaps and discoloration in the mortar joints, indicating poor workmanship. The original wooden sill has been left in place, showing signs of weathering and deterioration.

Photograph #87 shows one of the basement windows that all in this elevation have been infilled with concrete blocks. The foundation wall is constructed of masonry stone with cementitious grout. The infill is visually inconsistent with the surrounding stone and brickwork. Cracks are visible in the concrete block and joints. The grout joints in the stone foundation show signs of aging and wear, suggesting the need for maintenance and repair to preserve the integrity of the structure.

EAST: Photograph #88 shows the east elevation of the building, looking northwest. The elevation comprises brick masonry on the upper section and stone masonry on the lower section. The brickwork shows signs of cracking and inconsistent mortar repairs, indicating potential structural movement or aging materials. The wooden door at the basement level, likely for the carpentry shop, appears weathered and deteriorated. Additionally, the retaining concrete curbs and the slab-on-grade are in poor condition and require repairs to address water infiltration and prevent further deterioration.

Photograph #89 shows the south section of the east elevation, looking southwest. The foundation wall at the police office has been partially demolished to accommodate a door with a metal façade. The original window

has been modified, with a new reinforced concrete lintel introduced to support the altered opening. Additionally, a new opening in the stone foundation wall is visible, fitted with a wooden cover and protruding PVC pipes. These renovations may have compromised the structural integrity of the facade, as indicated by the cracks observed at the top and bottom of the ground-level windows. The concrete slab adjacent to the sidewalk consists of two sections: one in front of the police office, which appears to be in good condition, and the northern section, which shows significant deterioration, including cracks, uneven surfaces, and signs of water infiltration likely caused by inadequate drainage. The upper brick masonry remains stable but displays minor discoloration and weathering. Repairs are necessary to address these issues, mitigate further damage, and preserve the structural and aesthetic integrity of the building.

Cracks and settlement at east elevation windows are observed in the brick masonry located between the upper arched window and the basement-level window see photograph#90 & #91. The cracks suggest structural settlement or movement. The wooden sills of the upper windows show weathering.

The photograph #92 shows the east elevation basement wall and window conditions. The basement wall is constructed of stone masonry with signs of weathering and inconsistent mortar repairs. The window frame exhibits peeling paint and deterioration, while the wooden sill is weathered and splitting. The overall condition suggests a need for maintenance to address aging materials and prevent further structural or water damage. The photograph #93 shows the east elevation at the carpentry shop entrance, with a weathered wooden door and a stone masonry wall exhibiting inconsistent mortar repairs. The adjacent concrete curb and the slab on grade are in poor condition, displaying cracks, uneven surfaces, and accumulated debris. Repairs are necessary to restore the functionality and aesthetic of the area.

The garage door on the east elevation is shown on the photograph #94. It set within a concrete block wall and appears functional. The adjacent concrete slab on grade shows visible cracks, uneven surfaces, and signs of deterioration, indicating inadequate drainage and potential water infiltration. Repairs are recommended to improve durability and restore the structural integrity of the slab.

SOUTH: The south elevation of the building, showcasing the upper masonry brick wall and the lower concrete block wall at the garage. The brick wall appears to be in good condition but shows minor signs of weathering. The concrete block wall of the garage is structurally intact but contrasts visually with the original brick masonry, lacking integration with the historical aesthetic of the building as shown on the photograph #95.

Discussion:

Based on visual observations only, it appears that the maintenance of the structural and architectural elements of the buildings has not been as meticulous as it could have been. Nevertheless, conditions appear to be much the same as those shown on the provided photographs in the previous building condition assessment BCA by Accent Building Sciences.

We have reviewed photographs from the previous, above-mentioned building condition assessment and find little in the way of significant structural change. The deficiencies and anomalies that have been previously reported, for the most part, have not been addressed, and therefore still existed at the time of our visual inspections. What we found to be encouraging is that, the magnitude, of the defects, does not appear to have been significantly exacerbated with the passage of time, since November 2021(we guess). The degree of remediation required now is generally the same as was required back in 2021.

For the exterior of the buildings on the east elevation on Oak Street, and the north elevation on Mathison Street West, and the west elevation, the local repairs are required. The cracks, lost and damaged bricks in the exterior stone, brick and concrete block walls should be repaired to maintain the stability of the structure.

Evidence of moisture infiltration is observed in the roof wood sheathing/boards in both the building and the

garage, which may compromise their long-term durability if not addressed.

The prefabricated wood trusses and their connections appear intact.

Accent Building Sciences has conducted the inspection of the asphalt shingles, flashing, and other roof elements, particularly on the inaccessible upper roofs of the building and garage.

Implement regular inspections and maintenance to address potential wear, particularly in areas exposed to moisture.

No visible settlement or displacement was observed in the foundation and walls, which are functioning adequately as load-bearing components.

Concrete repairs are necessary for the exterior entrance stairs. Patching or resurfacing the spalling concrete using an appropriate structural repair mortar is recommended. Adding a waterproof sealant is advised to mitigate future water penetration.

Replacing or refurbishing the handrails to meet current building codes is also required, with galvanized steel or powder-coated finishes recommended to resist future corrosion.

If significant structural deficiencies are identified, replacing the entire staircase and redesigning it for enhanced durability and compliance with current codes should be considered. This would ensure both safety and long-term performance.

Concrete repairs are needed for the curbs and slab on grades on the east side of the building.

Fill the gaps and replace the missing bricks, ensuring the new bricks match the original in color and texture. Consult with a building envelope engineer for options to apply a water-resistant sealant to the exposed masonry stone and brick masonry surfaces to minimize future moisture-related deterioration and extend the lifespan of the structure.

Additionally, inspect and improve the drainage system around the base of the wall to prevent water accumulation and reduce the risk of water infiltration, which could compromise the structural integrity over time.

Repoint the mortar joints, particularly in the east, north and west walls at areas with visible degradation, to restore the structural bond between masonry units and improve the overall stability and appearance of the wall. This observation indicates that the exterior walls are currently performing adequately as a load-bearing structure. However, ongoing maintenance is necessary to ensure their long-term durability. If further concerns or issues arise, a detailed structural analysis or additional testing should be conducted to address potential underlying problems.

For the basement, consider repairing mortar joints in the masonry foundation walls to restore structural integrity.

Monitor and seal cracks in the slab on grade at the mechanical room to prevent further moisture-related damage. Address moisture management through improved drainage, waterproofing, and ventilation.

Inspect the discolored ceiling tiles to determine the cause of the staining and address any underlying moisture issues.

Replace the flooring finish to improve durability and appearance.

Consider organizing storage off the floor to prevent potential damage and lower the fire load and allow for better cleaning and maintenance.

Investigate the cause of the ceiling discoloration to rule out ongoing leaks or moisture issues.

Replace the deteriorated polyethylene floor finish with a more durable and moisture-resistant material.

Consider reopening or ventilating the sealed windows to improve air circulation.

Reorganize and declutter the storage to allow for better access to the walls and flooring for inspection and maintenance.

For the ground floor and town hall, the structure appears to be in good condition, with no visible structural cracks, misalignments, or irregularities observed during the inspection.

For the bleacher area/viewing balcony on the mezzanine level, the structure is also in good condition, with no visible structural cracks, misalignments, or irregularities.

Summary:

Based on our visual observations and review of previous reports, we conclude that the conditions have not changed significantly over the past three years. However, some structural wood roof members, particularly those over the building — including rafters, trusses, beams, joists, boards, and vertical and horizontal braces — appear aged, displaced, cut, or modified and show signs of wear. Given the age of the building, expected deterioration of the structural elements has occurred. It is our opinion that the structure has performed adequately well to date, and that there is no indication that it will not continue to perform well into the future, provided the required repairs are made

We recommend that the brick facades, interior and exterior faces of the foundation stone walls, entrance concrete stairs, and slabs on grade be remediated as soon as possible. Additionally, repairs to the roof are strongly advised.

Finally, clutter such as unused furniture, surplus wood pallets, and other materials should be removed to reduce the fire load within the building.

Disclaimer:

This report was prepared for the account of Accent Building Sciences by Canadian Sound Structures Inc. The material in it reflects Canadian Sound Structures Inc. best judgment in light of the information available to it at the time of preparation.

Any use which a third party makes of this report, or any reliance on, or decisions to be made, based on it, are the responsibility of such third parties. Canadian Sound Structures Inc. accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions taken based on this report.

Accent Building Sciences expressly agrees that it has engaged Canadian Sound Structures Inc. both on its own behalf and as an agent on behalf of its principals and employees. Accent Building Sciences expressly agrees that Canadian Sound Structures Inc. principal and employees shall have no personal liability to Accent Building Sciences with respect to a claim, whether in contract, or in tort and/or any other cause of legal action. Accent Building Sciences, accordingly, expressly agrees that it will bring no legal proceedings and take no legal action against any of the principals or employees, of Canadian Sound Structures Inc. in their personal capacity.

Respectfully Resubmitted,

Ghassan Bachir, P.Eng.
Whitby, Ontario
February 4th, 2025



APENDIX A



Photo #1
General View of the North Elevation



Photo #2
General View of the East Elevation



Photo #3
General View of the South Elevation



Photo #4
General View of the West-North Elevations



Photo #5

General View of the Attic Looking South – Scattered Debris, Deteriorated Materials, and Aged Rafters with Inadequate Bracing



Photo #6

Northwest Attic Corner Looking Northwest – Deteriorating Wooden Rafters with Visible Damage, Including Missing Sections, Signs of Decay, and Inadequate Load Transfer Mechanisms



Photo #7

Northeast Attic Corner Looking Northeast – Deteriorating Wooden Rafters with Visible Damage, Including Missing Sections, Signs of Decay, and Inadequate Load Transfer Mechanisms



Photo #8

North Side Wall in the Attic Looking North – Irregular Bracing, Deteriorated Wood, Cavities in the Brick Wall, and Irregular Anchoring Requiring Further Detailed Assessment



Photo #9

Close View of Ventilation Opening – Deteriorated Wood, Cut Bracing, and Cavities in Roof Boards.



Photo #10

Close view at other a poorly executed ventilation opening with uneven cuts, indicating potential for moisture ingress and further structural concerns.



Photo #11

Close View of Roof-to-Wall Connection in Northwest Corner – Highlighting Misaligned Masonry, Deteriorated Wooden Elements, and Inadequate Anchoring.



Photo #12

Close View of Roof Structure – Deteriorated Wooden Rafters and Bracing, with Roofing Boards of Varying Sizes and Conditions Indicating Past Renovations.



Photo #13

Close View of Attic Ceiling Supporting Structure – Steel Tension Tie/Hang-Up Rod (~35mm Diameter) for Wooden Roof Truss, with Joists Lacking Proper Connections. Visible Attic Floor Debris and Insulation Indicate Potential Hazards. Extra Safety Measures Are Required for Attic Access, as the Structural System Supporting the Ceiling May Be Unsafe for Walking or Inspection.



Photo #14

View of Flat Roof Over the North Portion of the Building and Gabled Roof Over the Main Portion of the Building Looking Southeast



Photo #15

View Highlighting the Sloped Roof Over the Basement Access Door, Looking West West



Photo #16

View of Gabled Roofs Over the Garage Addition and the Main Building – Highlighting Eaves and Supporting Structure, Looking Northwest

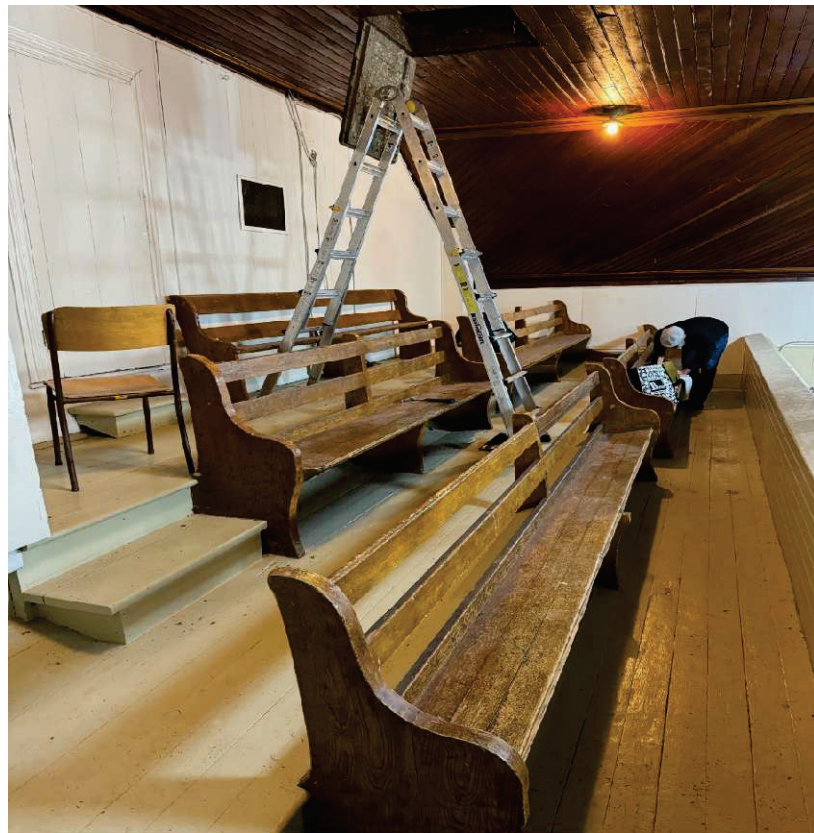


Photo #17

View of Bleacher/Viewing Balcony on Mezzanine Level – No Signs of Distress, Deflection, or Misalignments Observed in Walls, Floor, or Over Door to Mechanical Room. Attic Access Opening Shown in Ceiling Overhead with Ladder Used for Attic Entry, Looking East.



Photo #18

View of Bleacher/Viewing Balcony on Mezzanine Level.
Looking West – No Signs of Distress, Deflection, or Misalignments Observed in Walls, Floor, or Over Door to Mechanical Room. Visible Features Include the Tilted Steel Tension Tie Supporting the Wooden Roof Truss Beneath the Wood Ceiling, the Wooden Railing for the Stairs, the Ventilation Opening in the North Wall, and the Door to the Mechanical Room.

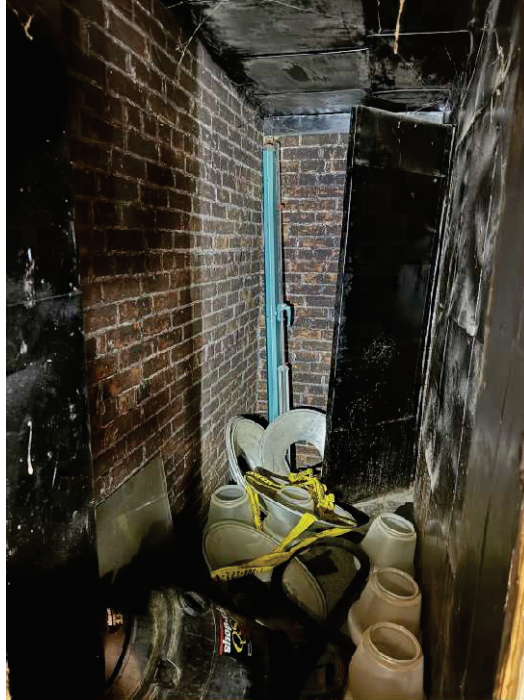


Photo #19

Narrow Mechanical Room Corridor Near the Bleacher – Featuring Exposed Exterior Brick Walls, a Black-Painted Ceiling, and Cluttered Storage Items, Including a Vacuum, Duct Connectors, and Caution Tape. Looking North.



Photo #20

View of Mechanical Room – Featuring a Mechanical Duct, Black-Colored Brick Walls, and a Black-Painted Ceiling. Looking East.



Photo #21

Mechanical Bleacher Room – Featuring Exposed Brick Walls with Worn Joints, a Black-Painted Ceiling, Cobwebs, a Mounted Metal Duct, and Scattered Debris, Indicating Poor Maintenance. Looking Southeast.



Photo #22

Mechanical Bleacher Room – Featuring Exposed Brick Walls with Worn Joints, a Metallic, Black-Painted Ceiling, Cobwebs, Scattered Debris, and Signs of Poor Maintenance. Looking Southeast.



Photo #23

Wooden Staircase from Bleacher to Landing –
Featuring a Railing on One Side, Viewed from the Top.



Photo #24

Wooden Staircase from the Landing to the Bleacher
Area – No Railing Present. No Structural Irregularities
Such as Cracks, Deflections, or Movements Observed.
Looking South.



Photo #25

View of the Town Hall from Bleacher – Featuring a Wooden Vaulted Ceiling with Visible Wood Roof Trusses and Steel (~35mm Diameter) Tension Ties/Cables Connecting the Top of Supporting Brick Walls/Columns to the Truss Center. The Photo Also Shows the Performance Stage, Stairs to the Stage, and the Main Hall Below. Looking Southwest.



Photo #26

View of the Town Hall from Bleacher Looking Southeast – Featuring a Wooden Vaulted Ceiling with Visible Wood Roof Trusses and Steel (~35mm Diameter) Tension Ties/Cables. The Two Sloped Steel Tension Cables/Ties Are Connected to the Main Tension Tie/Cable/Hang-Up Shown in Attic Photo #13, Providing Structural Support Against Thrust Forces Generated by the Roof Rafters. The Photo Also Shows the Performance Stage, Stairs to the Stage, Windows with Stained Glass, and the Main Hall Below.



Photo #27

Main Entrance Door – View Looking North from Inside the Building.



Photo #28

Second Interior Entrance Door – View Looking South Towards the Town Hall Entrance Door.



Photo #29

East Closet in Entrance Corridor – View Looking Southeast.



Photo #30

West Closet in Entrance Corridor – View Looking Southwest.



Photo #31

Stairs to the Bleacher – View Looking West. These Stairs Were Previously Closed Before the Inspection. No Signs of Structural Irregularities Were Observed During the Inspection.

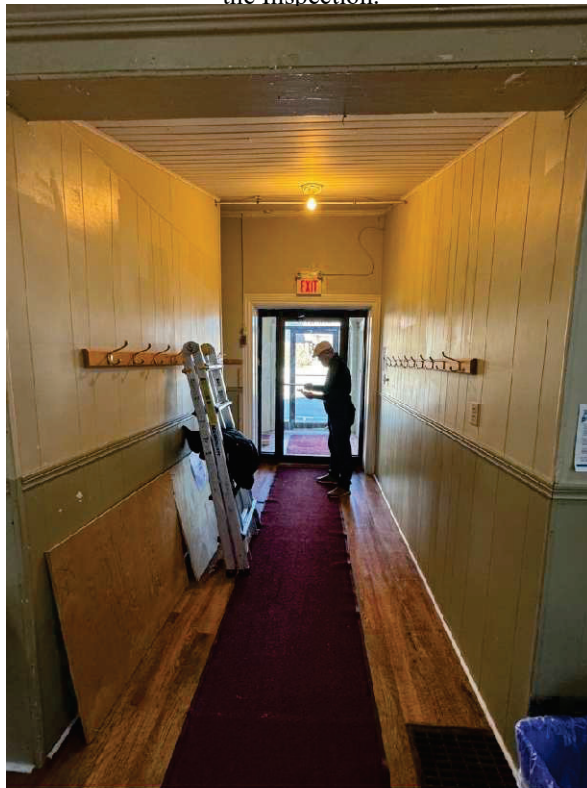


Photo #32

Corridor Leading to the Town/ Banquet Hall
View Looking North



Photo #33

Washroom Area – Featuring a Structural Column with a Capital. No Signs of Structural Irregularities Were Observed During the Inspection of Any Structural Member.



Photo #34

Interior View of Hall with Bleacher/Mezzanine Support System Showing Kitchen (West) and Washrooms (East), Supported by Brick Walls, Structural Columns, and Beams with No Visible Defects



Photo #35

Interior View of Town Hall Looking North, Showing Roof Structure, Walls, and Mezzanine with No Visible Signs of Distress, Misalignment, Deflection, or Structural Irregularities



Photo #36

Interior View of Town Hall Capturing South-West-North Sides, Including Stage Area, Roof Structure, and Walls with No Visible Signs of Distress, Misalignment, Deflection, or Structural Irregularities



Photo #37

Stage Area, Looking East, Highlighting Structural Integrity of the Supporting Architectural Arch below the Roof Truss, Walls, and Roof with No Visible Signs of Distress, Misalignment, or Structural Defects



Photo #38

Stage Area, Looking South, Showing the South Building Bearing Brick Wall Finished with Drywall and Paint, with a Brick Column in the Middle Supporting the Roof Structure



Photo #39

Ceiling View at the Stage Area, Highlighting Architectural Arches and Roof Trusses;
Possible Hidden Tension Cables within the Arch or Structural Function of the Arch
Unconfirmed; No Visible Signs of Structural Irregularities



Photo #40

Double Arches at the Stage Area, Looking North, Highlighting Ceiling and Roof Truss
Details; No Visible Signs of Structural Irregularities or Defects



Photo #41

Basement North Access Doors with Concrete Stairs and Landings, featuring a Single Metal Railing on the North Side; No Visible Structural Defects, Misalignment, or Distress in the Stairs, Landings, or Surrounding Masonry



Photo #42

Basement North Access Doors and Concrete Stairs, Looking East; The Wall is Composed of Two Portions. No Visible Structural Defects, Misalignment, or Deterioration Observed in the Stairs, Landings, or Surrounding Wall Structure.



Photo #43

View from Inside Looking East at the Basement Access on the North Side of the Building, Showing the Covering Structure Including the Wall Above the Original Stone Foundation Wall, Roof, and Access Door. The Roof of the Added Structure is in Fair Condition and May Require Replacement. No Visible Structural Defects or Deterioration Observed in the Surrounding Components.



Photo #44
Basement North Exit/Access and North Stairs Leading to Ground
Floor, Looking West

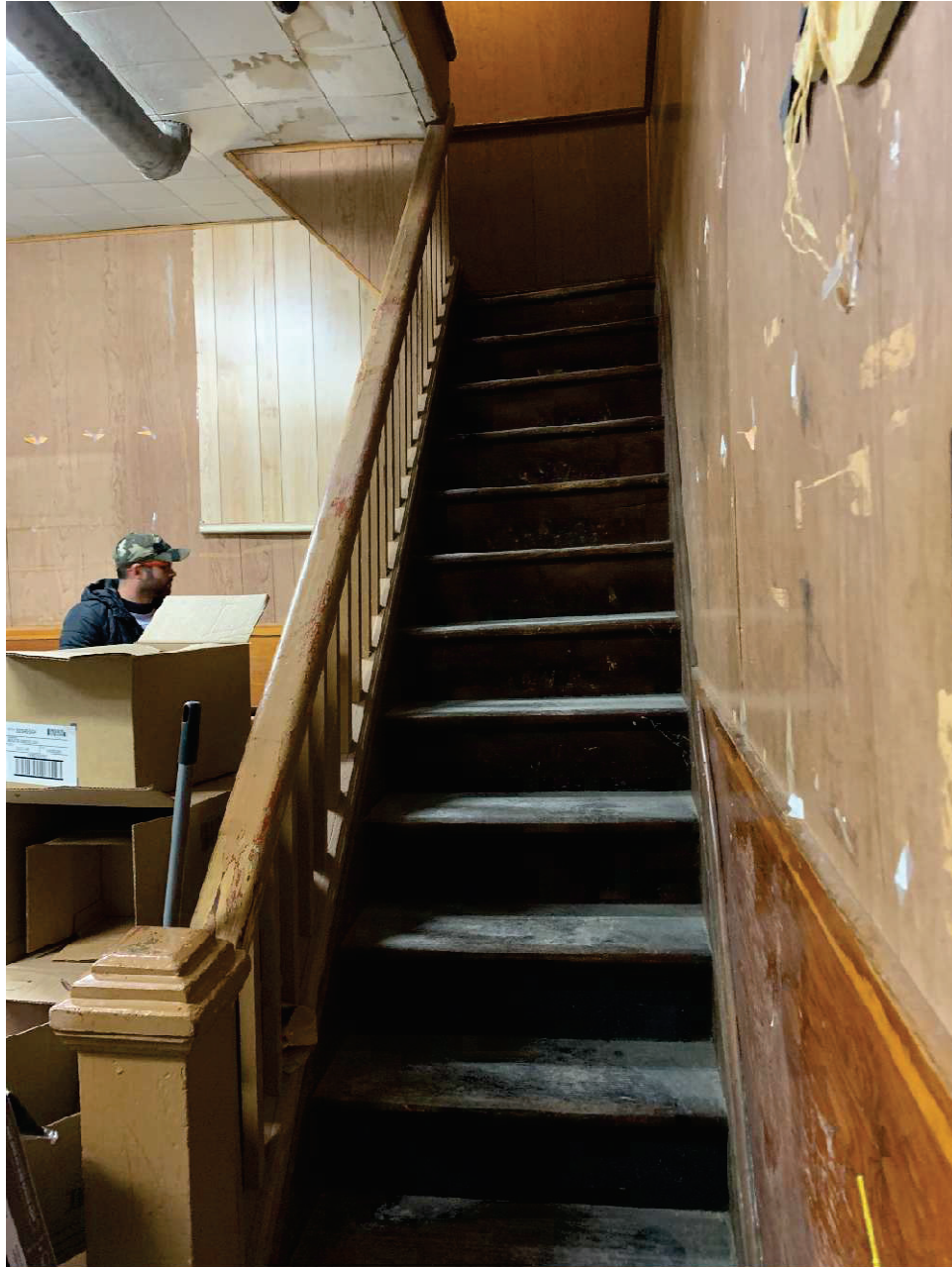


Photo #45
View of Basement North Stairs Leading to Ground Floor, Looking West



Photo #46

Storage Room Below North Basement Stairs at Northeast Corner, Looking North. Interior wall finishes are deteriorated, exposing the wooden lath beneath.



Photo #47

View of Storage Room Located Below North Basement Stairs, Facing East.
Interior wall finishes are deteriorated, exposing the wooden lath beneath.



Photo #48

Overhead ceiling opening revealing the ground floor joists.



Photo #49
Basement east wall, looking west.



Photo #50

Food bank area with a structural column with capital and overhead beam, looking southwest.



Photo #51

Food bank area with a structural column and overhead beam, looking southeast.



Photo #52

Basement mechanical room, looking west. The south side features a new partition to the police office. The concrete slab on grade appears to be in generally fair condition, with no visible signs of significant cracking, settlement, or heaving



Photo #53

Basement mechanical room slab on grade and the east foundation wall below the south stairs. Local damage to the slab-on-grade has been observed and should be repaired promptly. The stone masonry foundation wall shows signs of mortar joint erosion and surface degradation, which may reduce its lateral support capacity and resistance to hydrostatic pressure. Repointing and sealing the joints are recommended to enhance stability and durability.



Photo #54

Closer view of the east foundation wall below the stairs, looking east. Local damage to the slab-on-grade has been observed and should be repaired promptly. The stone masonry foundation wall shows signs of mortar joint erosion and surface degradation, which may reduce its lateral support capacity and resistance to hydrostatic pressure. Repointing and sealing the joints are recommended to enhance stability and durability.



Photo #55

Basement mechanical room, part of the east building foundation wall, looking east. Cracking and gaps around utility pipe penetrations compromise the wall's load-bearing capacity and water resistance.



Photo #56

Door to the stairs leading to the stage area.
The interior layer of the east foundation wall on the right side of the photo appears to consist of lath and plaster. This layer has experienced surface wear and degradation.



Photo #57

Wooden stairs leading to the stage area, closed off at the top during the inspection for an unknown reason. The stairs exhibit visible wear, including surface damage and discoloration.

The interior finishing of the east foundation stone masonry wall under the stairs shows some deterioration, with missing mortar and signs of spalling.



Photo #58

Closer view of the east foundation wall and a poorly closed window infilled with concrete blocks, looking south. The peeling paint and deteriorating surfaces in the area highlight the need for the cosmetic restoration.



Photo #59

Closer view of the east foundation wall and a closed window infilled with concrete blocks, looking northwest.

The window opening appears sealed but not adequately finished. The peeling paint and deteriorating surfaces in the area highlight the need for the cosmetic restoration.



Photo #60

Entrance Corridor to the Carpentry Shop (Looking North): The grout finishing on the east foundation wall (right side of the photo) is peeling and spalling, as is the west interior foundation wall at the bottom.



Photo #61

General view of the carpentry shop, looking north.
A structural wood column is visible in the space.



Photo #62

General View of the Carpentry Shop, Looking Southwest
A structural wood column is visible in the space.
No structural irregularities or signs of distress were observed.



Photo #63

General View of the Storage Room Corridor (Looking West)
A missed HVAC opening cover in the ceiling. The interior foundation wall is approximately 600 mm thick and appears to be bearing wall, providing vertical and lateral support for the structure above. There is no evidence of any structural cracks, deformations or irregularities.

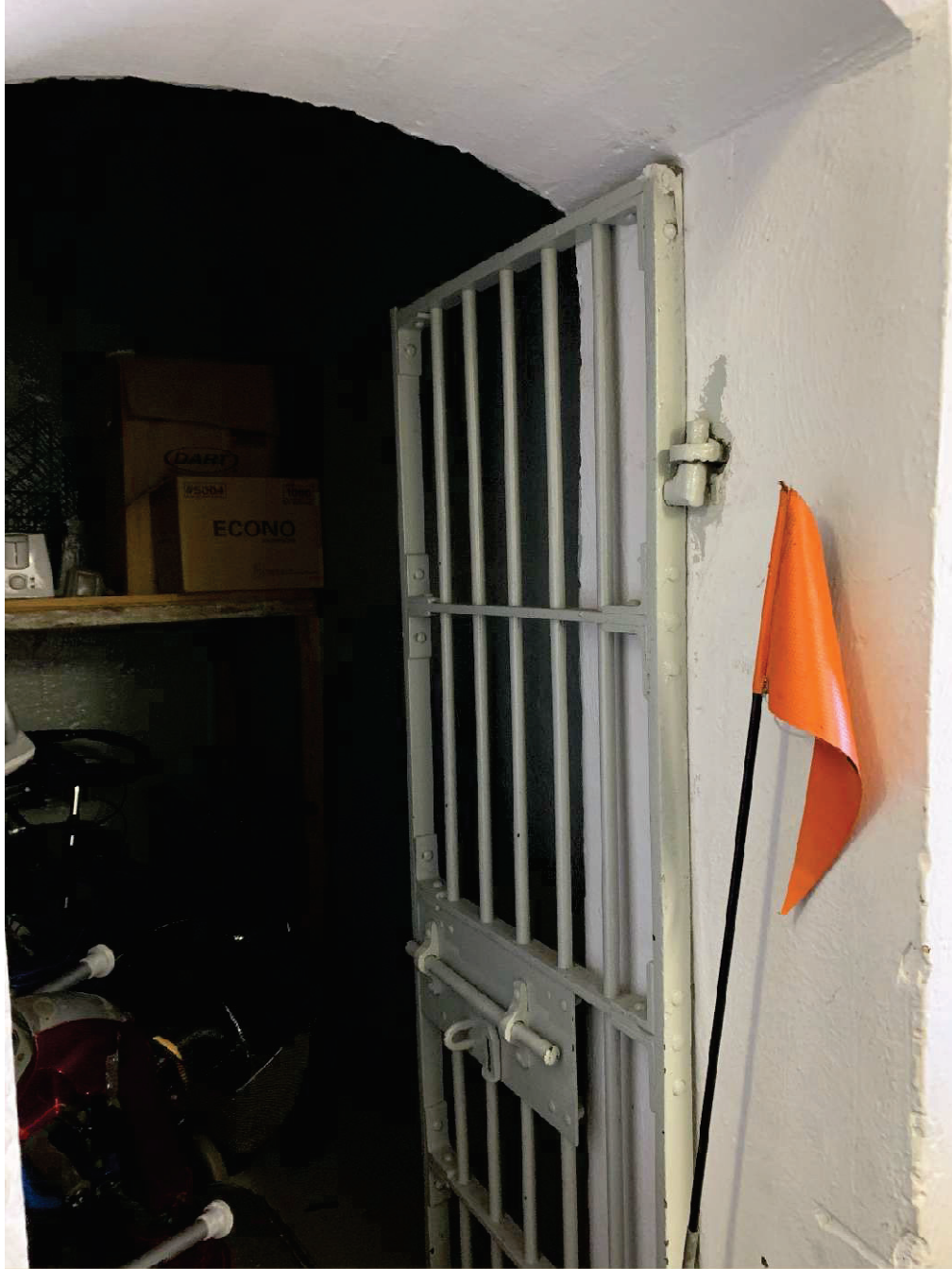


Photo #64

General View of One of the Two Storage Rooms (Former Jail Compartments, Looking North)

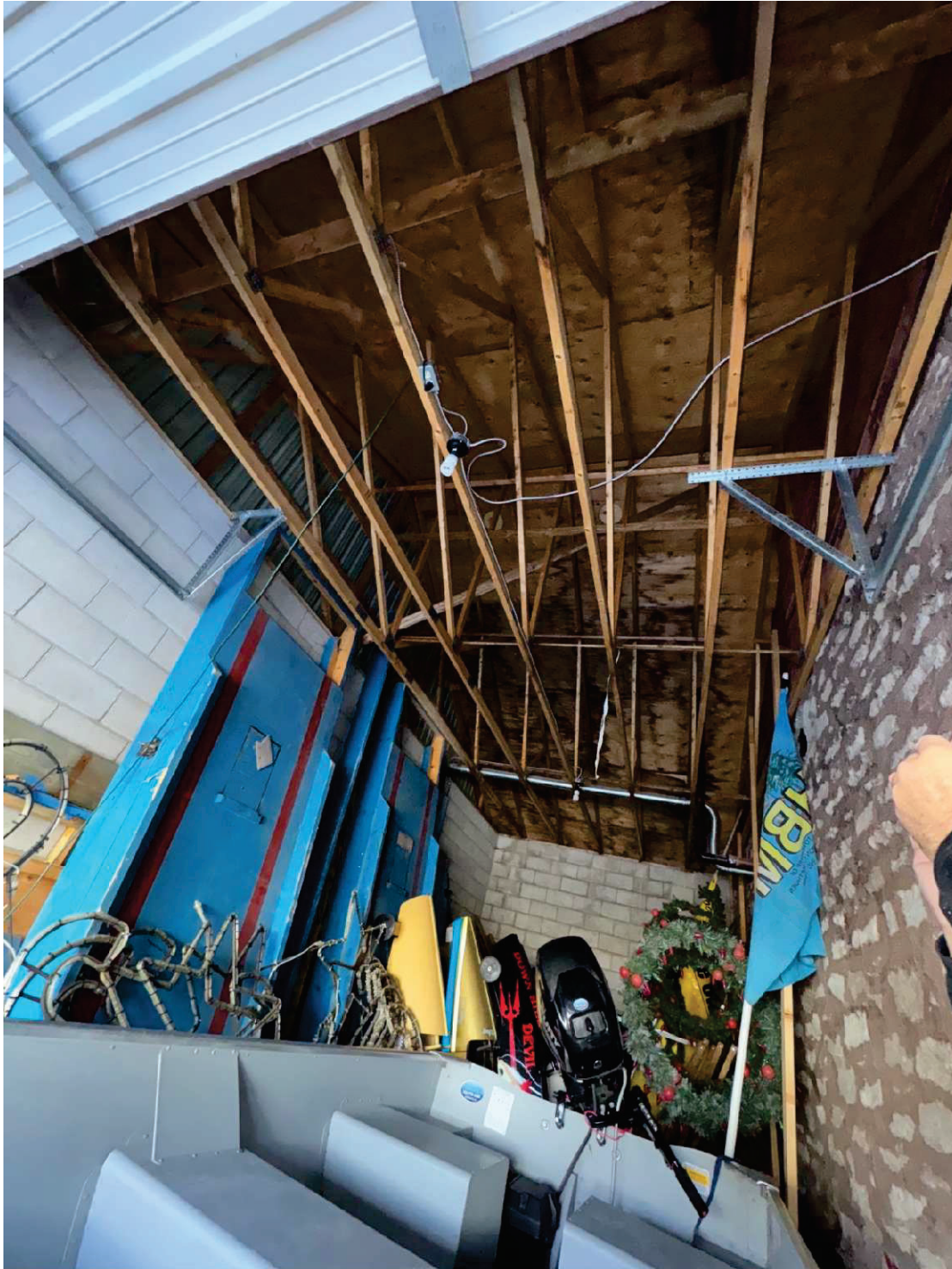


Photo #65
General View of the Garage Interior, Looking West

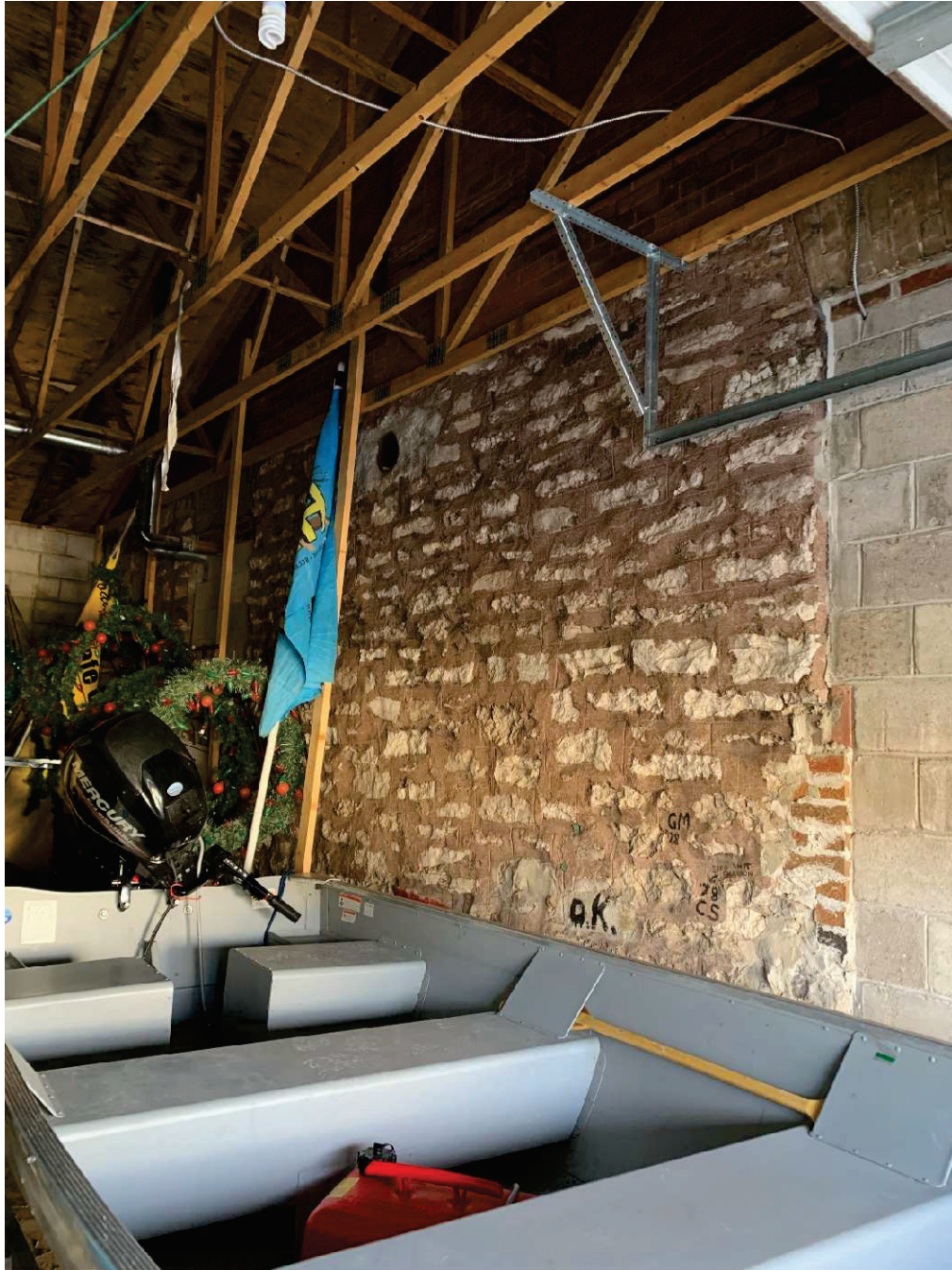


Photo #66

South Foundation Wall of the Building: Door and Window Openings Closed Using Concrete Blocks, Looking Northeast
The masonry of the stone and brickwork show signs of weathering and potential mortar joint degradation in certain areas. There are no structural cracks visible, though some surface inconsistencies, such as minor separations, suggest wear over time.



Photo #68

Roof Structure of the Garage.

The plywood roof sheathing shows dark staining. No significant sagging of the sheathing or trusses is evident. The wood trusses appear to be properly spaced and braced. The gusset plates at the joints appear intact.



Photo #69

The access ramp addition on the west side of the building is in good condition. The ramp features a wooden deck and concrete landings, with steel railings installed on both sides for safety and support. The construction appears to meet accessibility requirements, with no visible signs of structural defects or wear.



Photo #70

This photograph shows the underside of the access ramp structure on the west side of the building. The ramp is supported by a series of treated wood beams and posts, with diagonal bracing installed for lateral stability. The posts are securely anchored to concrete footings, and the gravel base beneath ensures proper drainage and minimizes moisture accumulation. The structure appears to be in good condition.



Photo #71

Town Hall Entrance Concrete Stairs.

The concrete exhibit signs of spalling, potential water damage, and corrosion on the handrails.



Photo #72

Entrance door threshold exhibits signs of settlement, with visible gaps and crumbling materials. The wooden threshold is weathered and misaligned.

~ 65



Photo #73

The brick wall near the stair entrance shows deterioration, with visible gaps, crumbling mortar



Photo #74

North brick wall near the stair entrance shows deterioration, with visible gaps, crumbling mortar, and brick damages

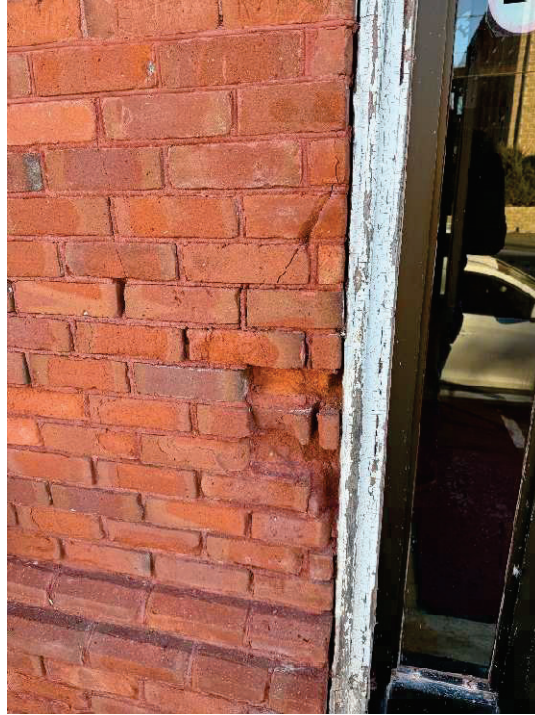


Photo #75

North Bick Wall near to the entrance door exhibits severe localized deterioration, including spalling, cracking, and material loss, with some bricks entirely damaged.

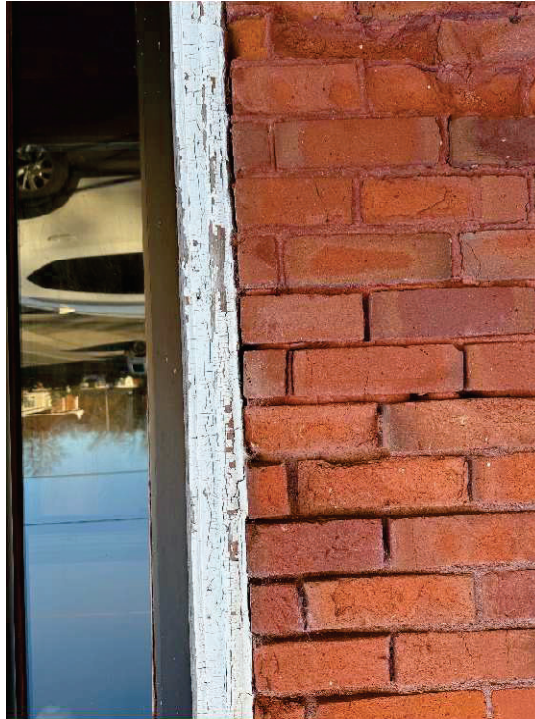


Photo #76

The north brick wall adjacent to the door entrance shows cracks, separation from the door frame, and gaps in the mortar joints. The paint on the frame is peeling.



Photo #77

The north brick wall adjacent to the door entrance shows cracks, separation from the door frame, and gaps in the mortar joints. The paint on the frame is peeling.



Photo #78

The brick above the entrance door around the light fixture shows signs of poor sealing and potential water infiltration. The buildup of dirt and cobwebs.



Photo #79

The west building elevation looking southeast. Show general view of historical brick wall with arched windows in good conditions.



Photo #80

The west building elevation looking northwest. Show general view of historical brick wall with arched windows in good conditions.

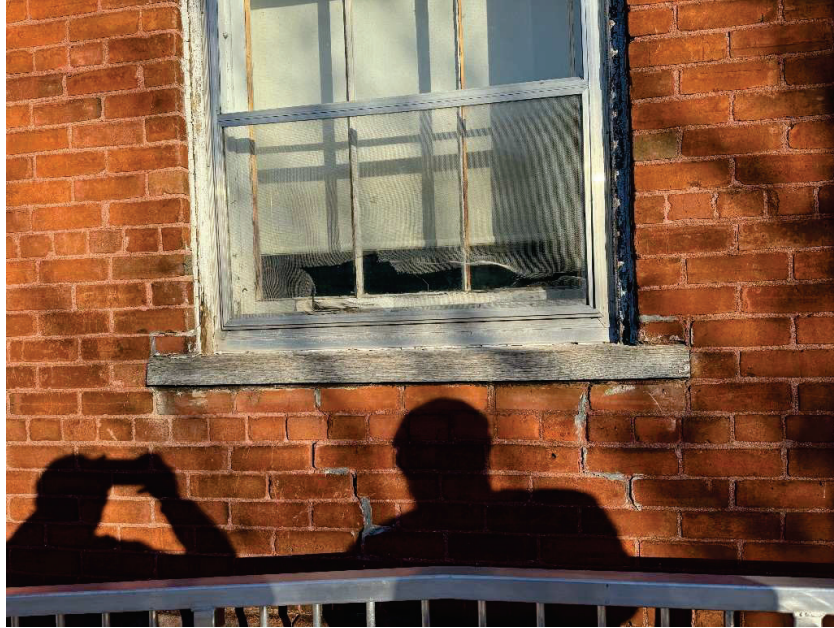


Photo #81

The west elevation window shows a deteriorated wooden sill and cracking in the adjacent brickwork. Cracks in the masonry suggest minor potential structural settlement or material. Repairs are needed to address these issues and prevent further deterioration.

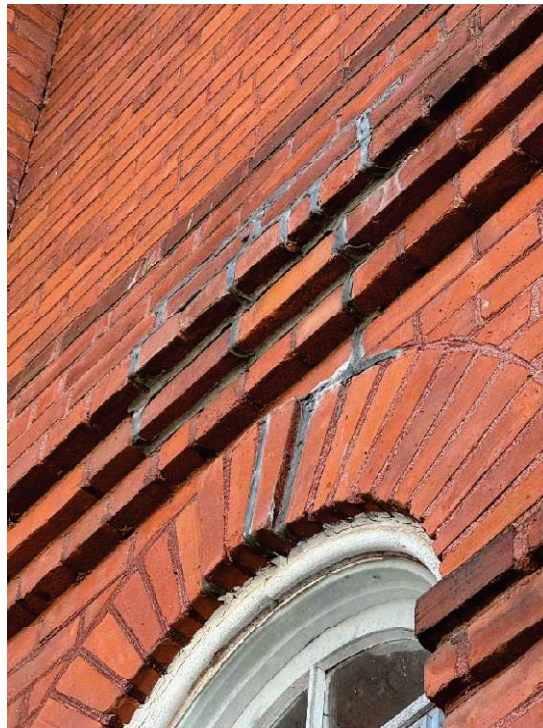


Photo #82

The window crown at the north elevation where cracks and gaps have been poorly sealed with sealant or mortar that does not match the original color. Discolored bricks are also visible in the brick masonry, indicating potential water damage or material degradation.

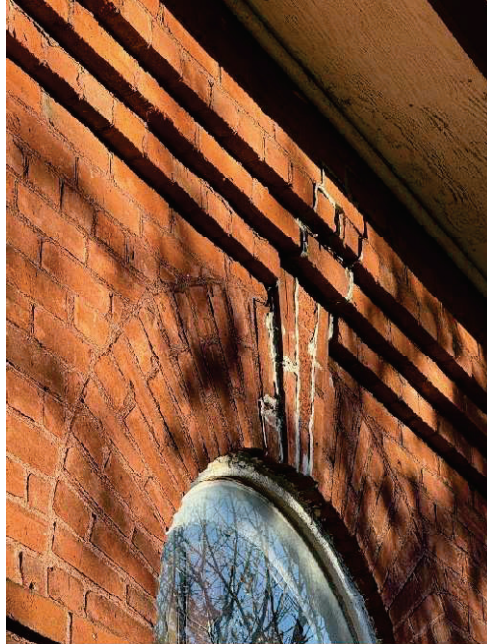


Photo #83

The window crown at the north elevation where cracks and gaps have been poorly sealed with sealant or mortar that does not match the original color. Discolored bricks are also visible in the brick masonry, indicating potential water damage or material degradation.



Photo #84

The window crown at the north elevation where cracks and gaps have been poorly sealed with sealant or mortar that does not match the original color. Discolored bricks are also visible in the brick masonry, indicating potential water damage or material degradation.

~ 71

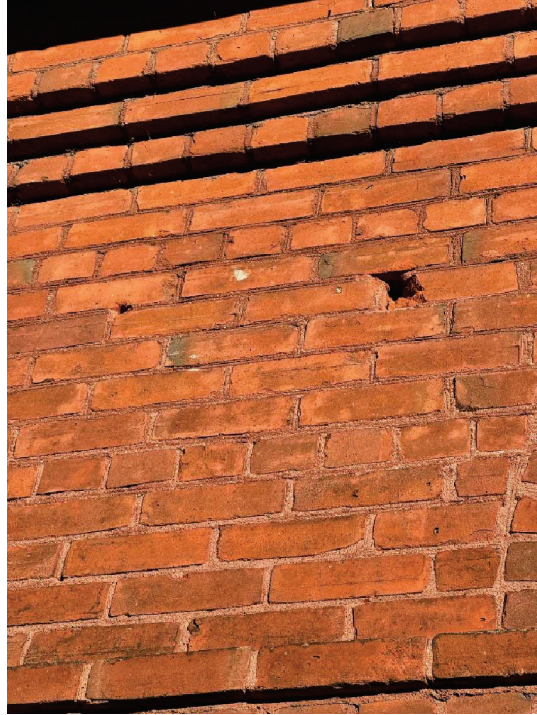


Photo #85

West elevation brick masonry with visible holes and areas of localized deterioration.

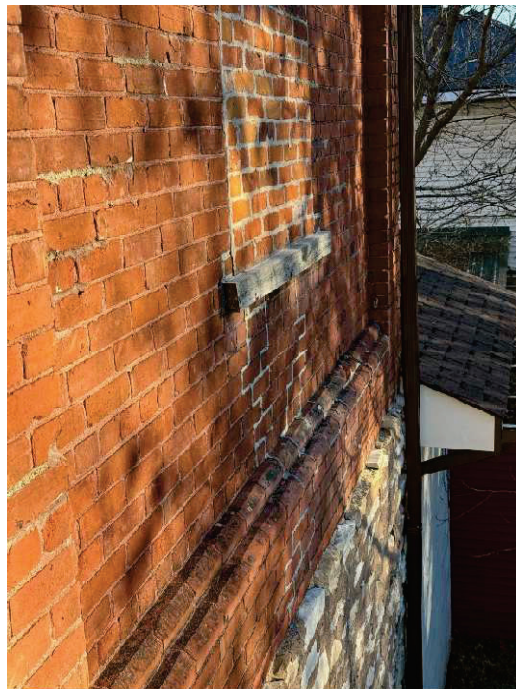


Photo #86

Original window opening has been closed using bricks and grout that do not match the original color or texture of the surrounding masonry. The original wooden sill has been left in place, showing signs of weathering and deterioration.



Photo #87

West Elevation Window Infilled with Concrete Blocks
The infill is visually inconsistent with the surrounding masonry. Cracks are visible in the concrete blocks and joints, while the grout joints in the stone foundation show signs of aging and wear.



Photo #88

Est elevation looking Northwest. The brickwork shows signs of cracking and inconsistent mortar repairs. The wooden door at the basement level (for the carpentry shop) appears weathered and deteriorated. The retaining concrete curbs and the slab-on-grade are in poor condition.



Photo #89

East Elevation South Section Renovations and Structural Concerns. Renovations, including a new door with a metal façade, reinforced concrete lintel, and an opening with PVC pipes. The concrete slab adjacent to the sidewalk shows mixed conditions, with one portion deteriorated due to water infiltration and poor drainage.



Photo #90

Cracks at east elevation windows are observed in the brick masonry located between the upper arched window and the basement-level window. The wooden sills of the upper windows show weathering.



Photo #91

Cracks at east elevation windows are observed in the brick masonry located between the upper arched window and the basement-level window. The wooden sills of the upper windows show weathering



Photo #92

East elevation and basement wall and window condition. Stone masonry with signs of weathering and inconsistent mortar repairs. Window frame exhibits peeling paint and deterioration, while the wooden sill is weathered and splitting. A need for maintenance.



Photo #93

East elevation at the carpentry shop entrance, with a weathered wooden door and a stone masonry wall exhibiting inconsistent mortar repairs. The adjacent concrete curb and the slab on grade are in poor condition, displaying cracks, uneven surfaces.

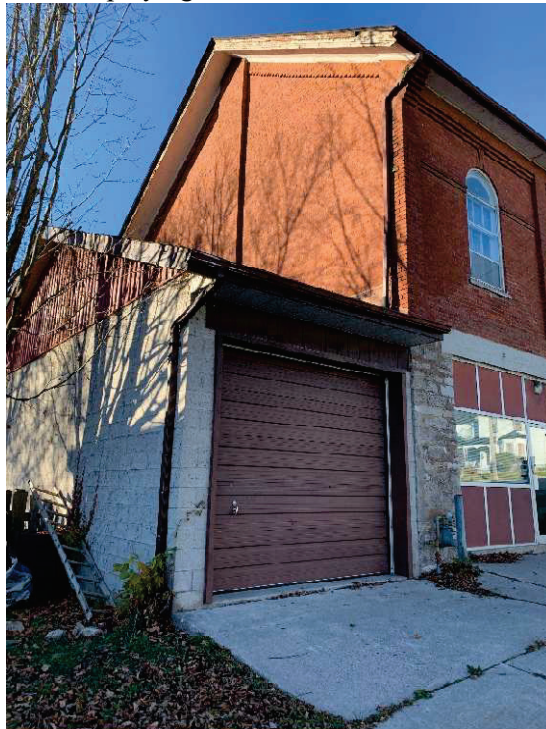


Photo #94

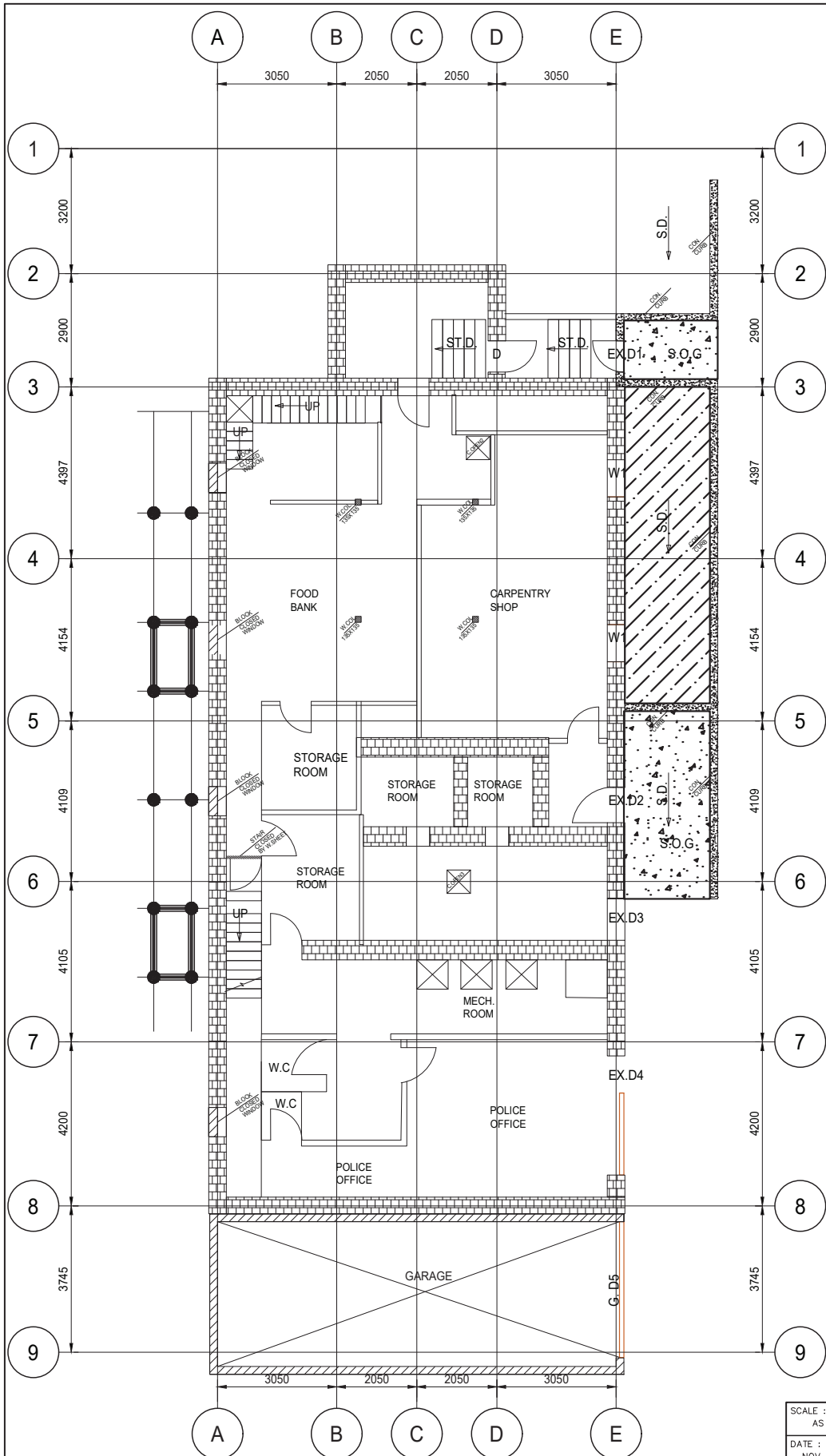
East Elevation Garage Door and Concrete Slab Condition
The garage door appears functional. The adjacent concrete slab on grade shows visible cracks, uneven surfaces, and signs of deterioration



Photo #95

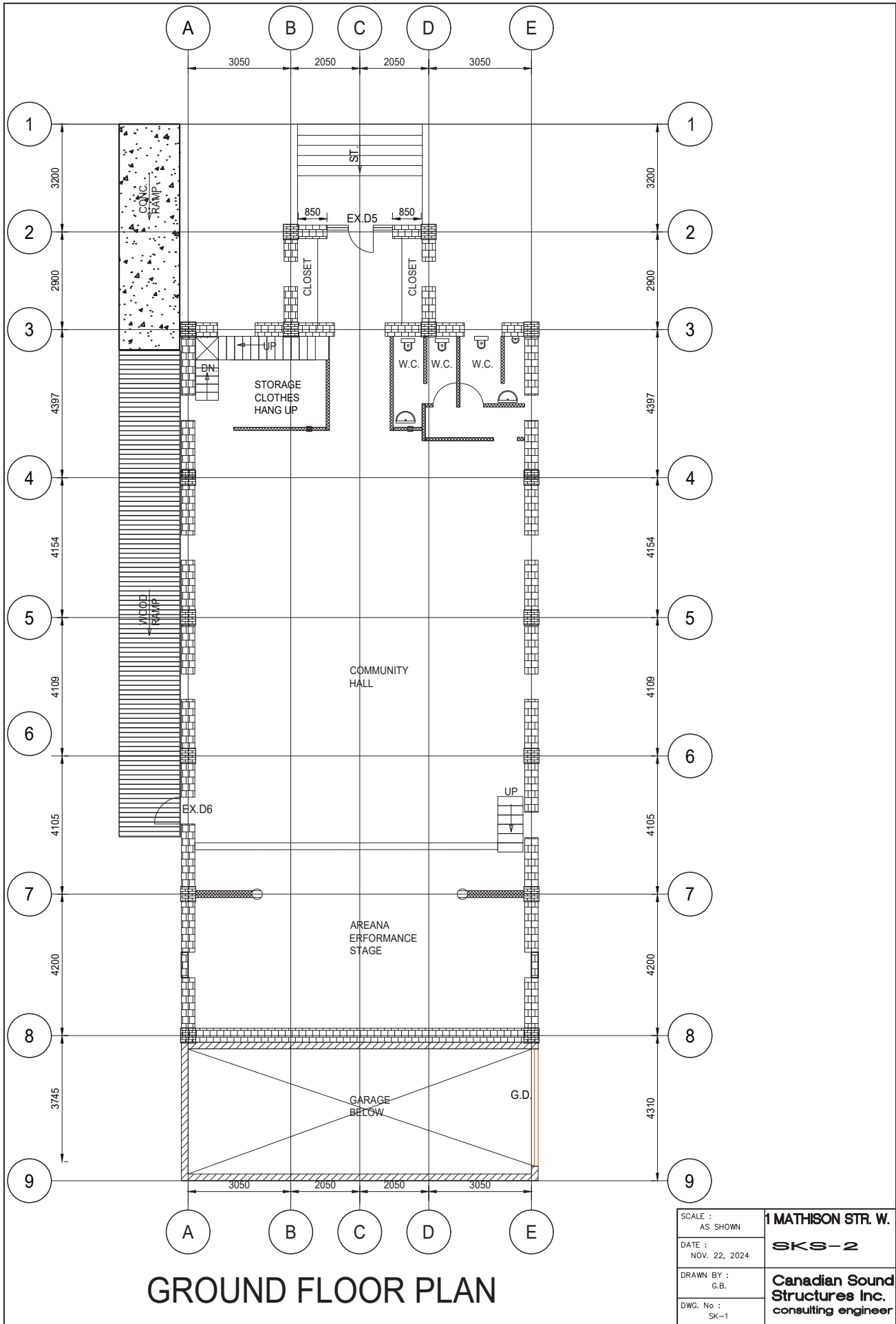
South Elevation Building brick wall and Garage concrete bloc wall de
shows visible cracks, uneven surfaces, and signs of deterioration

ATTACHMENTS



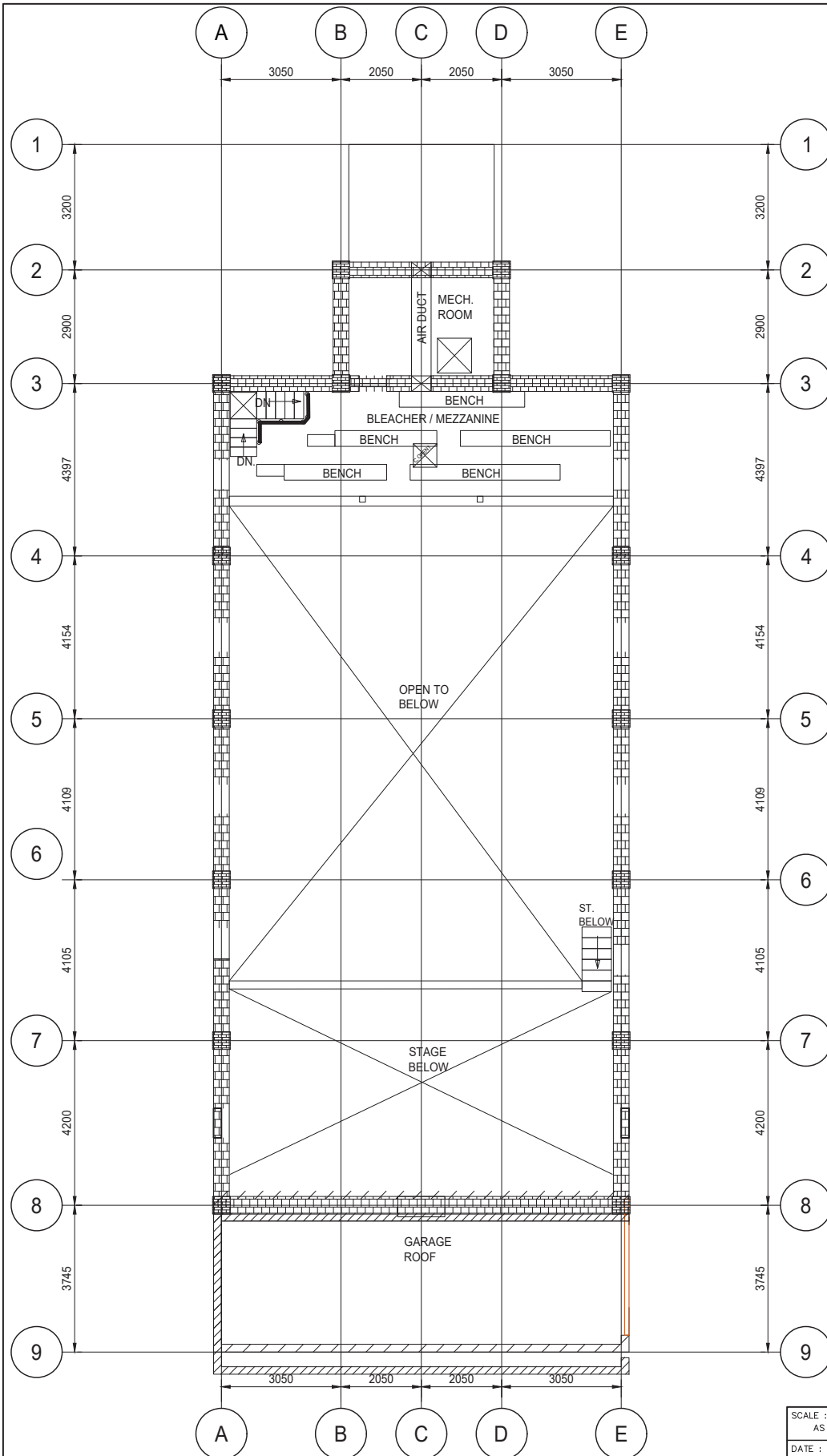
BASEMENT FLOOR PLAN

SCALE : AS SHOWN	1 MATHISON STR. W.
DATE : NOV. 22, 2024	SKS-1
DRAWN BY : G.B.	Canadian Sound Structures Inc.
DWG. No : SK-1	consulting engineer



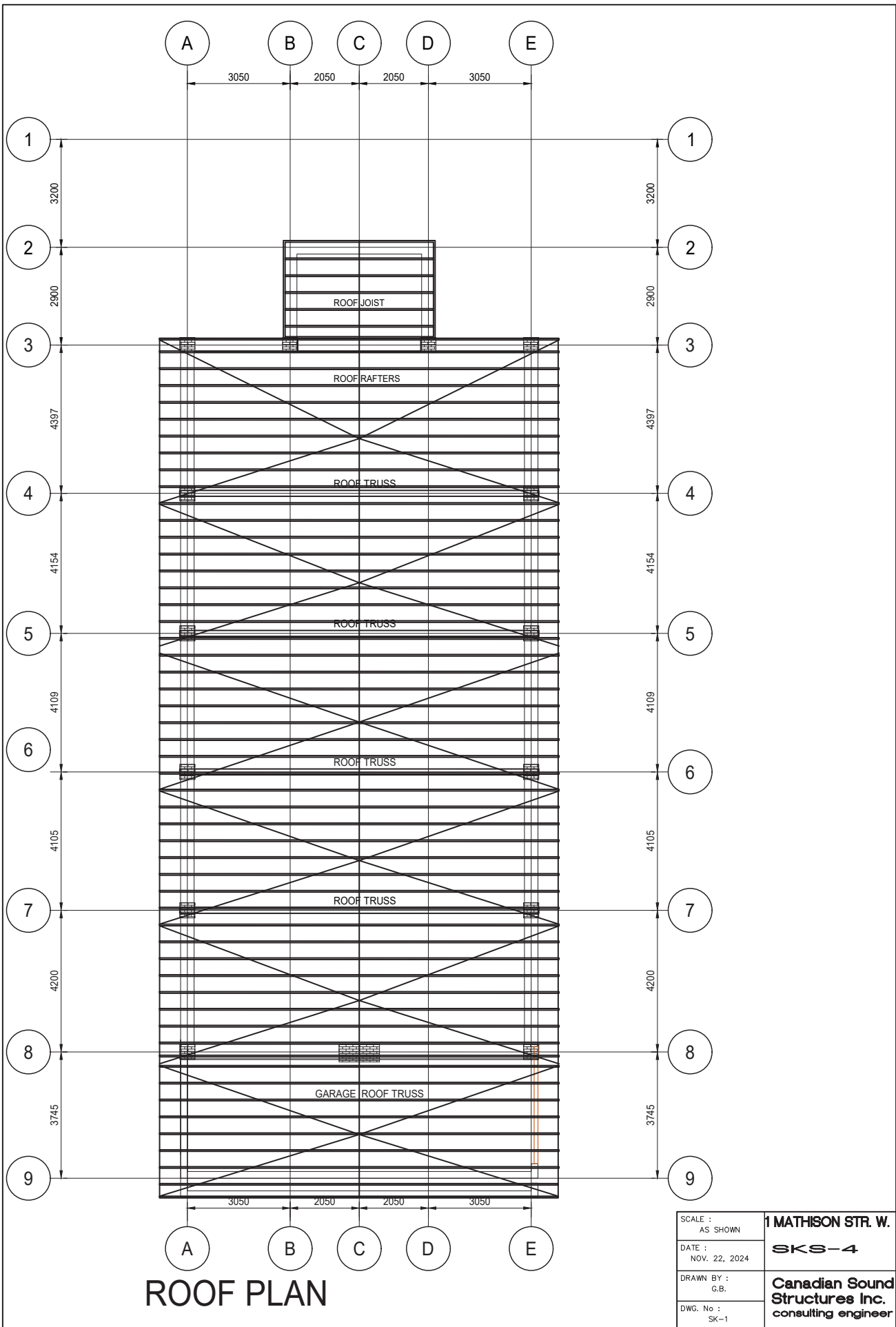
GROUND FLOOR PLAN

SCALE : AS SHOWN	1 MATHISON STR. W.
DATE : NOV. 22, 2024	SKS-2
DRAWN BY : G.B.	Canadian Sound Structures Inc.
DWG. No : SK-1	consulting engineer



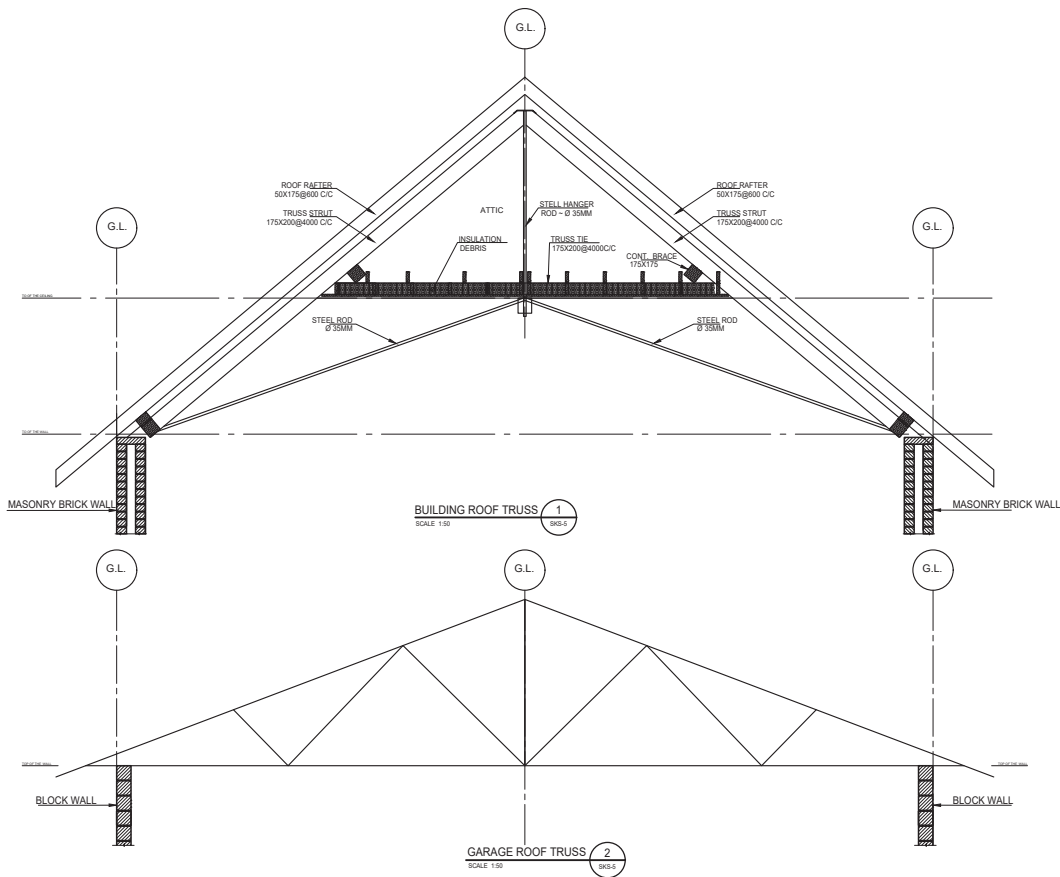
MEZZANINE FLOOR PLAN

SCALE : AS SHOWN	1 MATHISON STR. W.
DATE : NOV. 22, 2024	SKS-3
DRAWN BY : G.B.	Canadian Sound Structures Inc.
DWG. No : SK-1	consulting engineer



ROOF PLAN

SCALE : AS SHOWN	1 MATHISON STR. W.
DATE : NOV. 22, 2024	SKS-4
DRAWN BY : G.B.	Canadian Sound Structures Inc.
DWG. No : SK-1	consulting engineer



SCALE :	AS SHOWN	1 MATHISON STR. W. SKS-5
DATE :	NOV. 29, 2024	
DRAWN BY :	G.B.	Canadian Sound Structures Inc. consulting engineer
DWG. No :	SK-5	

From: admin@gbachir.ca <admin@gbachir.ca>
Sent: February 4, 2025 8:53 AM
To: Bob Marashi <bob@absi.ca>
Cc: Naji Hassan <naji@absi.ca>; Zack Salman <zack@absi.ca>
Subject: RE: HBM | Old Town Hall Assessment | Structural Concerns

Good morning Bob,

Thank you for your feedback.

To clarify, a **detailed structural assessment is not required** as long as the client does not proceed with retrofits, updates, or upgrades to the building.

Our initial recommendation for further investigation was based on the assumption that such modifications might be undertaken.

However, based on our current understanding, if the client intends to maintain the building **as-is**, additional investigations are unnecessary.

Please let me know if you have any concerns or require further clarification.

Best regards,

Ghassan Bachir Ph.D, P.Eng.

President/ Structural Consultant

Cell: 647-528-1637

admin@gbachir.ca

<https://gbachir.ca>



CANADIAN SOUND
STRUCTURES INC.(CSS)
STRUCTURAL CONSULTANTS.
DESIGN FOR COMMUNITY
99 WETHERBURN DRIVE,
WHITBY, ON, L1P 1N5

Appendix C – Reveal Environmental Inc. Designated Substances Assessment Report

Designated Substances Assessment

1 Mathison St., West, Havelock

Prepared for:

Accent Building Sciences

2800 14th Avenue
Unit 13
Markham, Ontario, L3R 04E

Attention: Bob Marashi
Principal, CEO

December 3, 2024

Reveal Project Number: 935





Table of Contents

1.0	INTRODUCTION	4
	1.1 Regulatory Requirements.....	4
	1.2 Designated Substances & Other Hazardous Materials Included	4
2.0	ASSESSMENT AREA CONSTRUCTION.....	5
	2.1 Assessment methodology	6
3.0	FINDINGS.....	6
	3.1 Floors	6
	3.2 Ceilings.....	9
	3.3 Walls	10
	3.4 Structure	11
	3.5 Pipes	11
	3.6 Ducts	12
	3.7 Mechanical	12
	3.8 Other.....	12
4.0	RECOMMENDATIONS.....	12
	4.1 General.....	12
	4.2 Building Demolition or Renovation Work.....	13
5.0	Closure	13
6.0	Limitations.....	14
7.0	References.....	15

APPENDICES

APPENDIX I	Asbestos Analytical Certificates
APPENDIX II	Lead Analytical Certificates

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY OF FINDINGS & RECOMMENDATIONS

The following table provides a summary of the hazardous materials that have been identified within the Assessed Area only. For information regarding description, location, and condition please refer to Section 3.0, Findings:

Table 1 - Executive Summary

Floors:	Lead, Silica, Mercury, & Mould	<ul style="list-style-type: none"> No presumed or confirmed lead, silica, mercury, or mould are present on floor surfaces.
	Asbestos:	<ul style="list-style-type: none"> Asbestos-containing 9"x 9" and 12"x 12" vinyl tiles in the Basement. Asbestos-containing backing paper is present on vinyl sheet flooring in the Basement.
Ceilings:	Asbestos, Lead, Silica, & Mould:	<ul style="list-style-type: none"> No presumed or confirmed asbestos, lead, silica, or mould are present on ceilings within the Assessed Area.
	Mercury	<ul style="list-style-type: none"> Mercury vapour is present in lamps of florescent fixtures.
Walls:	Mould & Mercury	<ul style="list-style-type: none"> No presumed or confirmed mould or mercury are present on walls within the Assessed Area.
	Asbestos:	<ul style="list-style-type: none"> Asbestos-containing exterior black tar around windows with window caulking.
	Lead:	<ul style="list-style-type: none"> The following paint was found to contain elevated levels of lead <ul style="list-style-type: none"> Dark green paint on interior wood walls White paint on interior windowsills Green paint on plaster wall in basement stairwell to stage White exterior paint on window frames.
	Crystalline Silica:	<ul style="list-style-type: none"> Silica is present in all masonry, concrete, tiles, and mortars
Structure:	Asbestos, Lead, Silica, Mould & Mercury	<ul style="list-style-type: none"> No presumed or confirmed asbestos, lead, silica, mould or mercury are present on structure within the Assessed Area.
Pipe:	Asbestos, Lead, Silica,	<ul style="list-style-type: none"> No presumed or confirmed asbestos, lead, silica, mould or mercury are present on pipe within the Assessed Area.

	Mould & Mercury	
Duct:	Asbestos, Lead, Silica, Mould & Mercury	<ul style="list-style-type: none"> No presumed or confirmed asbestos, lead, silica, mould or mercury are present on duct systems within the Assessed Area.
Mechanical:	Asbestos, Lead, Silica, Mould & Mercury	<ul style="list-style-type: none"> No presumed or confirmed asbestos, lead, silica, mould or mercury are present on mechanical equipment within the Assessed Area.
Other:	Asbestos, Lead, Silica, Mould & Mercury	<ul style="list-style-type: none"> No presumed or confirmed asbestos, lead, silica, mould or mercury are present on other materials within the Assessed Area.

SUMMARY OF RECOMMENDATIONS

The following is a summary of recommendations; refer to the body of the report for detailed recommendations.

1. Provide this report to all contractors and sub-contractors prior to bidding or commencing Project Work.
2. Remove all asbestos-containing materials which may be disturbed during demolition or renovation work.
3. Prepare asbestos abatement specifications and/or a scope of work for all asbestos abatement.
4. Lead based paints are present throughout the building interior and exterior. Lead paint can be re-painted or encapsulated. If lead paint must be removed prepare abatement specifications and/or a scope of work for all lead abatement.
5. Use wet methods when saw cutting or pulverizing concrete, masonry or mortar products as prescribed in the Ministry of Labour Guideline, [Silica on Construction Sites](#) (Ontario Ministry of Labour, 2011).
6. Recycle all florescent light fixtures prior to any demolition or renovation work. Do not break lamps

Note: This Executive Summary is to be read in conjunction with the entire report and should not be separated from the report. This Executive Summary does not represent all Findings and Recommendations reported

1.0 INTRODUCTION

Accent Building Sciences (Client) have retained Reveal Environmental Inc. (Reveal) to prepare a Designated Substances Survey at the Havelock Town Hall, 1 Mathison St., West in Havelock, Ontario. The assessment included the entire building.

Jeff Lainsbury performed the field work (survey) November 12, 2024. A representative from the Town of Havelock provided access to the building. The building was unoccupied during the assessment.

1.1 REGULATORY REQUIREMENTS

Prior to starting this project, [Section 30 of the Occupational Health and Safety Act](#) requires that the Owner prepare a list of Designated Substances present at the Project site (Ontario Ministry of Labour, 2016). In addition, [Section 10 of Ontario Regulation 278/05](#) requires that the Owner prepare a report of asbestos-containing materials present at the Project Site (Ministry of Labour, 2005). This report has been prepared to meet and exceed the requirements of Section 30 of the Occupational Health and Safety Act, and Section 10 of Ontario Regulation 278/05. The information contained in this report must be provided to all contractors and sub-contractors bidding on work for this project.

1.2 DESIGNATED SUBSTANCES & OTHER HAZARDOUS MATERIALS INCLUDED

The following Designated Substances are included in the assessment:

- Asbestos
- Lead
- Silica
- Mercury

Mould is not a Designated Substance but has been included in this assessment because it can have a significant impact on construction cost and schedule when found during construction or renovation work. The presence of mould in a building can cause adverse health effects for building occupants and renovation/demolition workers. These adverse effects can be amplified during construction disturbance of mould impacted building materials. Building occupants, renovation workers and bystanders adjacent to the construction disturbance can all experience adverse health effects such as:

- Eye, nose, and throat irritation
- Cough or congestion

- Aggravation of asthma
- Fatigue
- Headaches
- Difficulty concentrating

[According to the Canadian Centre for Occupational Health and Safety \(CCOHS\)](#), “moulds can also exacerbate ... the symptoms of allergies including wheezing, chest tightness, shortness of breath as well as nasal congestion and eye irritation. People who are immuno-suppressed or recovering from surgery are usually more susceptible to health problems from moulds.”

The following Designated Substances have been excluded because they are not usually present in building materials:

- Arsenic
- Acrylonitrile
- Benzene
- Coke oven emissions
- Ethylene oxide
- Isocyanates
- Vinyl chloride monomer

2.0 ASSESSMENT AREA CONSTRUCTION

1 Mathis on St. West is a community building consisting of a theatre with stage on the Ground Floor and with storage and workshops on the basement level. Office space has been added to the back of the building, and a Garage has been added beside the office. In general, construction is as follows:

Table 2- Assessment Area Construction

System	Construction
Floors	Vinyl Tile, Vinyl Sheet, Wood
Ceilings	Drywall, plaster, acoustic tile
Walls	Drywall, plaster, wood,
Structure	Wood, steel, concrete
HVAC	Hot water with some electric baseboard heating
Exterior	Stucco and aluminum siding

2.1 ASSESSMENT METHODOLOGY

The Reveal Assessor entered every space within the Assessment Area. Observations were made above ceilings by lifting acoustic tiles or opening existing access panels. Crawl spaces, mechanical shafts and other service areas were accessed by opening existing access panels. No demolition was performed to access concealed locations. Representative sampling of building materials suspected to contain hazardous materials was performed for confirmation. Some items such as asbestos cement were visually identified and are known to contain hazardous materials, and therefore, not sampled. Sampling was only performed on building materials. Owner or occupant items present within the Assessment Area may contain hazardous materials but are not included. No sampling was performed on building exterior finishes or materials that would compromise the building envelope. No sampling was performed on materials that would result in injury to the Reveal assessor, such as live electrical wires. Inaccessible materials are building materials that are visible, but not accessible from a 6'-0" ladder and were not sampled.

Information was collected on building materials suspected to contain hazardous materials including location, condition and quantity. This information combined with the extent of renovation work was used to formulate recommendations for the handling of hazardous materials on this project.

3.0 FINDINGS

3.1 FLOORS

3.1.1 Asbestos

12"x 12" beige floor tile located in the basement storage area was sampled (Sample 2-1 to 2-3) and found to contain chrysotile asbestos. This non-friable material is cracked and chipped in some locations but is still considered to be in good condition from a health and safety perspective. There are approximately 75 square feet.

Figure 1: Asbestos-containing 12"x 12" vinyl tile from Basement



Grey vinyl sheet flooring is present in the Carpentry Shop. This material was sampled (Sample 8-1 to 8-3) and found to contain chrysotile asbestos. Vinyl sheet flooring is a non-friable material and is in good condition.

Figure 2: Asbestos-containing vinyl sheet flooring from Carpentry Shop

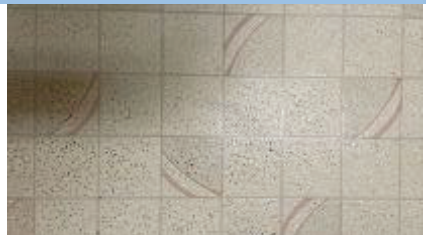


9"x 9" grey floor tile with beige fleck is present in the Carpentry Shop. This material was sampled (Sample 9-1 to 9-3) and found to contain chrysotile asbestos. Vinyl floor tile is a non-friable material and is in good condition. There are approximately 150 square feet present.

Figure 3: Asbestos-containing grey 9"x 9" vinyl tile from Carpentry Shop



Confirmed **non-asbestos** flooring materials include:

Material	Description	Sample #	Photo
Vinyl Sheet Flooring	Grey sheet flooring from Ground Floor Washroom	7-1 to 7-3	

No other suspect asbestos-containing material were noted on floor finishes.

3.1.2 Other Hazardous Materials


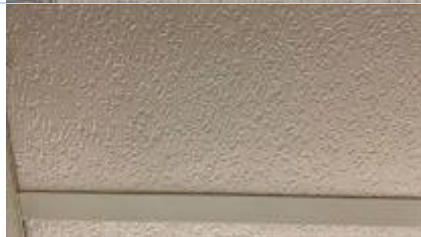
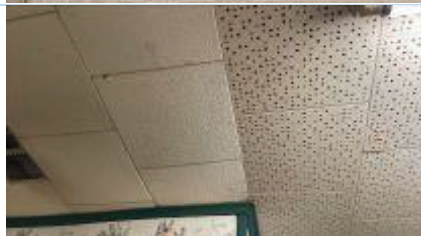
No suspect lead, mercury, silica or mould is present on flooring systems within the assessed area.

3.2 CEILINGS

3.2.1 Asbestos

No confirmed or presumed asbestos-containing materials are present on ceiling surfaces.

Confirmed **non-asbestos** ceiling materials include:

Material	Description	Sample #	Photo
Lay-in Acoustic Tile	White 2'x 5' acoustic tile from OPP office	4-1 to 4-3	
Lay-in Acoustic Tile	White fibreglass tile from Ground Floor Washrooms	Not Sampled	
Acoustic Tile	White wood fibre tile from Basement	Not Sampled	

No other suspect asbestos-containing materials were noted on ceiling surfaces.

3.2.2 Mercury

Small amounts of mercury vapour are present in the lamps of florescent fixtures.

3.2.3 Other Hazardous Materials

No suspect lead, silica or mould is present in ceiling materials.

3.3 WALLS

3.3.1 Asbestos

Caulking was sampled from doors and windows on the exterior of the building (Sample 6-1 to 6-3). Laboratory analysis revealed a different number of phases in each sample. In sample 6-2 and 6-3 Phase b contained black tar which was found to contain chrysotile asbestos. No black tar phase was found in sample 6-1. Tar is a non-friable material. Assume any black tar found around exterior windows to be asbestos-containing.

Confirmed **non-asbestos** wall materials include:

Material	Description	Sample #	Photo
Drywall Joint Compound	White compound from OPP office walls and Ground Floor Washrooms	5-1 to 5-5	N/A

No other suspect asbestos-containing materials were noted on wall surfaces.

3.3.2 Lead

The EACC guideline defines a lead-based paint as any paint containing greater than 0.1%. (EACC, 2014)

- Dark green paint was sampled from wood walls on the Ground Floor (Sample L001) and found to contain 2.6% lead.
- White paint from interior windows was sampled (Sample L002) and found to contain 7.5% Lead.
- Green paint on plaster wall in the Basement Stairwell (up to the stage – closed off) was sampled (Sample L003) and found to contain 6.4% lead.
- White paint from an exterior window frame was sampled (Sample L004) and found to contain 13% lead.

3.3.3 Silica

Crystalline silica is present in all concrete products including exterior brick, block and mortar products.

3.3.4 Other Hazardous Materials


No suspect mercury or mould is present in wall materials.

3.4 STRUCTURE

3.4.1 Asbestos

No confirmed or presumed asbestos-containing materials were identified in the attic or structural assembly.

Confirmed **non-asbestos** structural materials include:

Material	Description	Sample #	Photo
Thermal Attic Insulation	Beige granular material.	1-1 to 1-3	

No other suspect asbestos-containing materials were noted on structural assembly.

3.4.2 Other Hazardous Materials

No suspect lead, mercury, silica or mould is present on structural systems within the assessed area.

3.5 PIPES

3.5.1 Asbestos

No confirmed or presumed asbestos-containing materials were identified on pipes.

3.5.2 Other Hazardous Materials

No suspect lead, mercury, silica or mould is present on pipe systems within the assessed area.

3.6 DUCTS

3.6.1 Asbestos

No confirmed or presumed asbestos-containing materials were identified on ducts. All ducts are uninsulated.

3.6.2 Other Hazardous Materials

No suspect lead, mercury, silica or mould is present on duct systems within the assessed area.

3.7 MECHANICAL

3.7.1 Asbestos

No confirmed or presumed asbestos-containing materials were identified on mechanical equipment.

3.8 OTHER

3.8.1 Asbestos

No other confirmed or presumed asbestos-containing materials were identified in the building.

3.8.2 Other Hazardous Materials

No other suspect lead, mercury, silica, or mould were noted during this assessment.

4.0 RECOMMENDATIONS

4.1 GENERAL

1. Provide this report to all contractors and sub-contractors prior to bidding or commencing Project Work.

4.2 BUILDING DEMOLITION OR RENOVATION WORK

4.2.1 *Asbestos*

1. Remove all asbestos-containing materials which may be disturbed during demolition or renovation work.
2. Prepare asbestos abatement specifications and/or a scope of work for all asbestos abatement.

4.2.2 *Lead*

1. Lead based paints are present throughout the building interior and exterior. Lead paint can be re-painted or encapsulated. If lead paint must be removed prepare abatement specifications and/or a scope of work for all lead abatement.

4.2.3 *Silica*

1. Use wet methods when saw cutting or pulverizing concrete, masonry or mortar products as prescribed in the Ministry of Labour Guideline, [Silica on Construction Sites](#) (Ontario Ministry of Labour, 2011).

4.2.4 *Mercury*

1. Recycle all florescent light fixtures prior to any demolition or renovation work

4.2.5 *Mould*

1. Removal all mouldy materials following EACO mould abatement guidelines

5.0 Closure

Should you have any questions or concerns regarding this report, please do not hesitate to contact the author.

Prepared by:

Reveal Environmental Inc
Jeff Lainsbury
jlainsbury@RevealENV.com
416.300.6327

6.0 Limitations

Reveal Environmental Inc. (Reveal) prepared this report to describe Reveal's findings during a client requested environmental survey. The findings are limited to the specific areas and materials of concern identified by the Client and outlined in Reveal's proposal of work. The findings are limited to Reveal's observations on the date of the survey. Reveal performed all work in accordance with the locally accepted engineering and scientific practices at the time the work occurred. Reveal neither expresses nor implies any warranty by sharing written reports and findings. The Client accepts that uninspected areas, such as subsurface and concealed areas and materials may differ from the observations of areas and materials which were part of the scope of work in this report. The Client accepts that uninspected areas are not within Reveal's scope of work and the results presented in this report do not apply to uninspected areas.

Regulatory statutes are subject to interpretation and generally accepted interpretations may change as time passes. In this report, Reveal reflects the generally accepted understanding of regulatory compliance at the time the work occurred. Reveal makes no claim concerning the legal significance of its findings or to any other legal matters addressed in the report, including but not limited to property ownership or the application of any law to the facts set out in the report. Reveal does not accept any responsibility for financial implications on property values, transactions, or follow-up actions and costs.

Reveal will only be liable for damages caused by Reveal's negligence. Reveal will not be responsible for any consequential or indirect damages. If the Client has failed to begin legal proceedings against Reveal within two years of the date of the discovery of the claim (Claim Period), Reveal will not be responsible for any losses or damage unless the laws of the jurisdiction governing the Claim Period exceeds two years and cannot be abridged by the Client and Reveal, in which case, the Claim Period may be extended by the shortest additional period resulting in this provision being legally enforceable. The liability of Reveal or its shareholders, officers, staff or directors will be limited to the lesser of Client fees paid to Reveal or actual Client damages incurred.

All information Reveal provides is intended for Client use only. No warranties are implied or expressed. Reveal will disclose results or information to other parties only if the law requires Reveal to disclose the information. If a third party uses, relies on or makes decisions based on information, findings, documents or reports Reveal generates, the third party accepts sole responsibility for the use of Reveal's

work or information. Reveal will accept no responsibility for damages incurred by any party because of third party or Client decisions or actions.

7.0 References

EACO. (2014). *EACO Lead Guideline for Construction, Renovation, Maintenance or Repair*. Toronto: EACO.

Ministry of Labour. (2005). *Ontario Regulation 278/05 Designated Substance - Asbestos on Construction Projects and in Buildings and Repair Operations*. Toronto: Ministry of Labour.

Ontario Ministry of Labour. (2011, April). *Silica on Construction Projects*. Retrieved from Ontario Ministry of Labour: <https://www.labour.gov.on.ca/english/hs/pubs/silica/>

Ontario Ministry of Labour. (2016, December 8). *Occupational Health and Safety Act, R.S.O. 1990, Chapter 0.1*. Retrieved from Ontario.ca: <https://www.ontario.ca/laws/statute/90o01>

APPENDIX I

ASBESTOS ANALYTICAL CERTIFICATES

Laboratory Analysis Report

To:

Jeff Lainsbury
Reveal Environmental Inc.
218 Indian Grove
Toronto, Ontario
M6P 2H2

EMC LAB REPORT NUMBER: A111888

Job/Project Name: 1 Mathison

Analysis Method: Polarized Light Microscopy – EPA 600

Date Received: Nov 15/24

Date Analyzed: Nov 25,26/24

Analyst: Elizabeth Mierzynski

Reviewed By: Chengming Li

Job No: 935

Number of Samples: 29

Date Reported: Nov 26/24



Client's Sample ID	Lab Sample No.	Description/Location	Sample Appearance	SAMPLE COMPONENTS (%)		
				Asbestos Fibres	Non-asbestos Fibres	Non-fibrous Material
1-1	A111888-1	Bulk insulation from attic	Brown and grey, fibrous material	ND	60	40
1-2	A111888-2	Bulk insulation from attic	Brown and grey, fibrous material	ND	60	40
1-3	A111888-3	Bulk insulation from attic	Brown and grey, fibrous material	ND	60	40
2-1	A111888-4	12"x12" vinyl floor tile beige with brown fleck from basement	Beige, vinyl floor tile	Chrysotile 1		99
2-2	A111888-5	12"x12" vinyl floor tile beige with brown fleck from basement	NA	NA		
2-3	A111888-6	12"x12" vinyl floor tile beige with brown fleck from basement	NA	NA		
3-1	A111888-7	Plaster from wall in basement – stairwell	2 Phases: a) White, textured plaster b) Grey, plaster	ND ND	2	100 98
3-2	A111888-8	Plaster from wall in basement – furnace room	Grey, plaster	ND	1	99
3-3	A111888-9	Plaster from wall in basement – furnace room	Grey, plaster	ND	1	99
4-1	A111888-10	White 2'x5' acoustic tile from OPP office	Grey, ceiling tile	ND	75	25
4-2	A111888-11	White 2'x5' acoustic tile from OPP office	Grey, ceiling tile	ND	75	25
4-3	A111888-12	White 2'x5' acoustic tile from OPP office	Grey, ceiling tile	ND	75	25

EMC LAB REPORT NUMBER: A111888

Client's Job/Project Name/No.: 935

Analyst: Elizabeth Mierzynski

Client's Sample ID	Lab Sample No.	Description/Location	Sample Appearance	SAMPLE COMPONENTS (%)		
				Asbestos Fibres	Non-asbestos Fibres	Non-fibrous Material
5-1	A111888-13	DJC from wall in OPP office	White, joint compound	ND		100
5-2	A111888-14	DJC from wall in OPP office	White, joint compound	ND		100
5-3	A111888-15	DJC from wall in OPP office	White, joint compound	ND		100
5-4	A111888-16	DJC from ground floor washroom walls	White, joint compound	ND		100
5-5	A111888-17	DJC from ground floor washroom walls	White, joint compound	ND		100
6-1	A111888-18	Caulking from east side basement window	White, caulking	ND		100
6-2	A111888-19	Caulking from west side ground floor window	2 Phases: a) Green, caulking b) Black, tar	ND Chrysotile	2	100 98
6-3	A111888-20	Caulking from front door	3 Phases: a) Green, caulking b) NA c) Beige, cementitious material	ND NA ND		100 100
7-1	A111888-21	VSF from ground floor washroom	Grey, vinyl sheet backing	ND		60 40
7-2	A111888-22	VSF from ground floor washroom	Grey, vinyl sheet backing	ND		60 40
7-3	A111888-23	VSF from ground floor washroom	Grey, vinyl sheet backing	ND		60 40
8-1	A111888-24	VSF from basement carpentry shop	2 Phases: a) Grey, vinyl sheet backing b) White, cementitious material	Chrysotile ND	50	10 40 100

EMC LAB REPORT NUMBER: A111888

Client's Job/Project Name/No.: 935

Analyst: Elizabeth Mierzynski

Client's Sample ID	Lab Sample No.	Description/Location	Sample Appearance	SAMPLE COMPONENTS (%)		
				Asbestos Fibres	Non-asbestos Fibres	Non-fibrous Material
8-2	A111888-25	VSF from basement carpentry shop	NA	NA		
8-3	A111888-26	VSF from basement carpentry shop	NA	NA		
9-1	A111888-27 ⁵	9"x9" vinyl tile, grey with beige fleck from carpentry shop	2 Phases: a) Beige, vinyl floor tile b) Black, mastic	Chrysotile Chrysotile	1 1	99 97
9-2	A111888-28	9"x9" vinyl tile, grey with beige fleck from carpentry shop	NA	NA	2	
9-3	A111888-29	9"x9" vinyl tile, grey with beige fleck from carpentry shop	NA	NA		

Note:

1. Bulk samples are analyzed using Polarized Light Microscopy (PLM) and dispersion staining techniques. The analytical procedures are in accordance with EPA 600/R-93/116 method.
2. The results are only related to the samples analyzed. **ND** = None Detected (no asbestos fibres were observed), **NA** = Not Analyzed (analysis stopped due to a previous positive result).
3. This report may not be reproduced, except in full without the written approval of EMC Scientific Inc. This report may not be used by the client to claim product endorsement by NVLAP or any other agency of the U.S. Government.
4. The Ontario Regulatory Threshold for asbestos is 0.5%. The limit of quantification (LOQ) is 0.5%.
5. Phase b) is small in size.

APPENDIX II

LEAD ANALYTICAL CERTIFICATES



EMSL Canada Inc.

2756 Slough Street, Mississauga, ON L4T 1G3
Phone/Fax: (289) 997-4602 / (289) 997-4607
<http://www.EMSL.com> torontolab@emsl.com

EMSL Canada Or 552418625
CustomerID: 55RVEV42
CustomerPO:
ProjectID:

Attn: **Jeff Lainsbury, MBA**
Reveal Environmental Inc.
218 Indian Grove
Toronto, ON M6P 2H2

Phone: (416) 300-6327
Fax:
Received: 11/15/2024 10:31 AM
Collected: 11/12/2024

Project: **1 Mathison / 935**

Test Report: Lead in Paint Chips by Flame AAS (SW 846 3050B/7000B)*

<i>Client SampleDescription</i>	<i>Collected</i>	<i>Analyzed</i>	<i>Weight</i>	<i>RDL</i>	<i>Lead Concentration</i>
L001 552418625-0001	11/12/2024	11/18/2024 Site: Dark green paint on wood walls	0.2512 g	0.080 % wt	2.6 % wt
L002 552418625-0002	11/12/2024	11/18/2024 Site: White paint from window sills	0.2554 g	0.40 % wt	7.5 % wt
L003 552418625-0003	11/12/2024	11/18/2024 Site: Green paint on plaster wall in basement stairwell	0.2509 g	0.40 % wt	6.4 % wt
L004 552418625-0004	11/12/2024	11/18/2024 Site: White exterior paint on windowframe	0.2430 g	0.82 % wt	13 % wt

Rowena Fanto, Lead Supervisor
or other approved signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above, and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. Samples are within quality control criteria and met method specifications unless otherwise noted.
* Analysis following Lead in Paint by EMSL SOP/Determination of Environmental Lead by FLAA. Reporting limit is 0.008% wt based on the minimum sample weight per our SOP. "<" (less than) result signifies the analyte was not detected at or above the reporting limit. Measurement of uncertainty is available upon request. Definitions of modifications are available upon request.
Samples analyzed by EMSL Canada Inc. Mississauga, ON AIHA LAP, LLC-ELLAP Accredited #196142

Initial report from 11/22/2024 09:17:53

Date: December 17, 2024	Accessibility Report for Havelock Old Town Hall	Prepared By: Amanda Motyer
-------------------------	--	----------------------------

Unity Design Studio was commissioned by the Township of Havelock-Belmont-Methuen to review the accessibility of the Old Town Hall at 1 Mathison Street West, in Havelock, Ontario.

The benefits of a built environment that is as inclusive as possible are supported by the demographics: as of 2017, 22% of Canadians over the age of 15 had self-identified as having at least one disability, and seniors account for 38% of that number. 1000 people turn 65 every day in Canada, and the growth rate for seniors is four times faster than the population at large. When one considers family members of people with disabilities, an aging population, and temporary or situational disabilities, it is clear that disability affects most if not all of us in some way, at some point during our lives. This is reflected in public opinion on accessibility: 93% of Canadians believe that accessibility is a basic human right, and 91% believe that accessibility should be a priority.

The Town Hall includes a community hall, basement, and an OPP office and old jail. Access was restricted to some areas and there were access points between the community hall and the basement that were closed off. As a result, the balcony in the community hall was not reviewed, nor were the stairs at the closed-off access points.

The community hall and basement were reviewed as two separate spaces, and as long as the intent is to continue to use them separately and there is an accessible entrance and amenities provided to each separate area, an elevator is not required.

The purpose of this report is to comment on what needs to be done to make the Old Town Hall building accessible. While this report will provide design recommendations, it does not include any drawings. A detailed design exercise will need to be undertaken to determine how the space can be laid out based on these recommendations.




The Ontario Building Code and Accessibility for Ontarians with Disabilities Act contain the minimum legal requirements for accessibility in Ontario. The building code update process moves slowly, and as a result, designs that only meet the barrier-free requirements of the building code will not provide the level of accessibility that is required to ensure meaningful access to our built environment. Building codes are also not very inclusive of the spectrum of disability experience: they remain very focused on mobility disabilities and to a much lesser extent sensory disabilities.



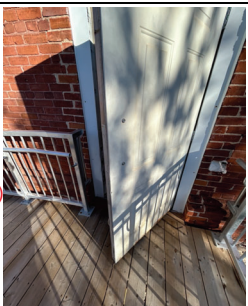
The CSA B651 Accessible Design for the Built Environment standard is a national standard that in most cases provides an increased level of accessibility over the Ontario Building Code. The AODA, CSA B651, principles of Universal Design, and the Ontario Building Code were all used as references in the preparation of this report.



Location	Element	Existing Condition	Proposed Upgrade	Standard	Photo
Exterior Environment					
Exterior environment concerns parking and vehicular access to a site, the pedestrian approach to the building entrances, and the accessibility of the entrances themselves. It will also include exterior areas such as decks, patios, and picnic areas, where present.					
Exterior	Parking	Large on-street parking spaces are available, however there are no designated accessible spaces.	Designate some of the on-street parking spaces as accessible parking spaces. Accessible parking spaces should be level, with slopes of no more than 2% in any direction.	CSA B651	Unquantifiable


Notes:

- Any element that is lacking the information that would allow me to provide a cost will be labeled as "unquantifiable."
- I have provided you with rough budgets for several elements based on the historical data of our past projects for a few of the unquantifiable elements.
- For elements that do not have dimensions or quantities I have provided unit costs where possible.
- Any element that is not relevant to the services that we provide will be labeled "out of scope."

Exterior	Parking/Pedestrian Pathways	There is a flush transition between the sidewalk and the parking spaces, however there are no Tactile Attention Indicators (TAIs) identifying the entry into the vehicular area.	<p>Provide Tactile Attention Indicators identifying the entry into the vehicular area. OBC requires barrier-free paths of travel from entrances to exterior parking areas, where exterior parking is provided. AODA also requires TAIs at depressed curbs.</p> <p>Unit Price for TAI: \$544.50 ea (Supply/install)</p>	OBC/AODA/CSA B651	
Exterior in front of Community Hall	Pedestrian Pathways	In front of the community hall, there is no sidewalk. The bottom landing for the stair is an asphalt parking space. This is a safety issue, as pedestrian and vehicular areas should be kept separate and clearly defined to avoid collisions. The risk to people with low vision or blindness is particularly concerning.	<p>Provide a sidewalk in front of the building, sized so that a landing is available at the bottom of the stairs.</p> <p>Unit Price for Sidewalks: 755.71m²</p>	OBC/CSA B651	
Exterior of Community Hall	Exterior Stair	The stair at the main entrance of the community hall has numerous accessibility issues. The stair is experiencing deterioration of the concrete as well as rusting of the handrails. The handrails are too low and do not meet current OBC requirements. The depth of the top landing is a bit shallow. There are no TAIs at the top of the stairs, or colour-contrasted and slip-resistant nosing strips on the treads.	<ul style="list-style-type: none"> • Guardrails and handrails of the proper height and configuration should be provided for stairs. Handrails should be cane detectable. • Colour-contrasted slip-resistant nosing strips should be provided on stair treads and risers, to make the edge of treads visible when travelling either up or down the stairs. • Tactile Attention Indicators (TAIs) are required at the top of stairs to warn people with blindness or low vision of the hazard. They should have colour contrast with the adjacent floor surface and be 600 mm deep <p>Handrails: budget \$3630.00 Nosing strips/risers: unquantifiable (spec/dimensions required) Unit Price for TAI: as above</p>	OBC/AODA/CSA B651	

Exterior entrances to basement, OPP office, and old jail from Oak Street	Exterior Entrances	Exterior entrances have a step up from sidewalk to door	Spaces need an accessible entrance, with the interior floor at the same level as the exterior surface. In most cases, the steps at the entrances along Oak Street can likely be mitigated by repouring the concrete slabs or adjusting the door thresholds if there is a corresponding step down on the interior. The OPP entrance may require a ramp if sloping up to the entrance cannot be achieved with a slope less than 5%. Unit Price for Demo/New Slab: \$1118.00/m ²	OBC/CSA B651	
Exterior entrances to basement, OPP office, and old jail from Oak Street	Exterior Entrances	Thresholds at entrances, including the entrance at the top of the ramp, are not accessible. The high, vertical lip of the door frame would prevent someone in a wheeled mobility device from being able to move through these doorways independently, even where the interior and exterior surfaces are flush with each other.	Provide accessible thresholds at entrances. Maximum height of thresholds is 13mm, and should be bevelled. Unit price for threshold replacement: \$310.00	OBC/CSA B651	
Community Hall Accessible Entrance	Exterior Entrances	No handle on exterior of accessible entrance door.	Provide a handle on the door. Typically a building's main entrance is expected to be accessible, but in situations like this where there is an alternative accessible entrance, it should be possible to use the accessible entrance independently, just like you can with a regular entrance. Buttons should be mounted on the pull side of the door. Unit cost for accessible door hardware (per standard man door): (Panic/lever/closer/swing clear hinges/cylinder - keying by others) \$3860.62 per door Unit cost for just a lever handle: \$363.43 (no door prep included)	OBC	
Exterior entrances to Community Hall, basement, OPP office	Exterior Entrances	Exterior entrances do not have power door operators.	Provide power door operators at entrances. Recommend long bar push buttons as these are more accessible than the square or round push buttons. Budget for power door operator package: \$4961.00 (electrical not included - unquantifiable)	OBC	
Community Hall Entrance	Exterior Entrances	Some exterior doors on closers are very heavy. The main entrance doors to the community hall were measured as requiring 14 lbs of force to open. This could be challenging for seniors or others with limited upper body strength.	Adjust exterior doors on closers so that they require no more than 8 lbs of force to open. Interior doors should not require more than 5 lbs of force to open Unit price for closer adjustment: \$169.40 (cost will go down depending on quantity)	CSA B651	

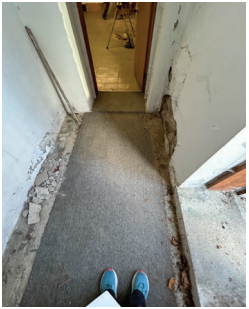
Community Hall and OPP Office Entrance Doors	Exterior Entrances	No vision strips are provided on glass doors.	Provide vision strips on glass doors. OBC requires one min. 50mm wide strip between 1350-1500mm above the finished floor. Best practice is to provide two strips per CSA B651, with the second one at around 900mm, to be visible to children and other people of short stature. Cost for vision strips on both doors and sidelites: \$629.20	OBC/CSA B651	
Exterior entrances to Community Hall, Basement, OPP Office, and Old Jail	Exterior Entrances	Doors do not meet current accessible clear width requirements, nor is their hardware or operation accessible.	Consider increasing entrance door sizes to 965mm. Under new OBC coming into effect in January 2025, 914mm doors will be acceptable, however this is widely recognized as a regression in accessibility. We would still recommend putting 914mm doors on swing-clear hinges to achieve a clear width of 860mm. Door hardware should be operable with a closed fist: D-pulls or levers.	OBC/CSA B651	HM Option: \$4527.82 door and hardware package (installed). This is excluding any building modifications as we do not know the existing conditions. Aluminum Budget: \$11,600.00 ea
Exterior of Community Hall	Exterior Ramp	Exterior ramp providing access to community hall is newer and in excellent condition. 1:12 slope. Note that width of ramp would not permit someone to use it by pulling themselves up using handrails. Slip resistance of wood planks in winter or when wet could be a concern.	Colour contrast strips identifying the changes in level should be provided on the flat surface of landings. Add slip-resistant strips to ramp to aid traction in wet or icy weather. Unit Cost for Contrasting Grip Strips: \$629.20 per 8' installed	OBC/AODA/CSA B651	




Exterior along Oak St	Pedestrian Pathways	Accumulated leaves on the sidewalk present an accessibility issue to people with blindness or vision loss and people using wheeled mobility devices.	Keep sidewalks and entranceways clear of leaves, snow, or other accumulated debris. Out of scope	Better Practice Recommendation	
Exterior	Pedestrian Pathways	A large bin of rock salt was noted at main entrance. Note that rock salt can itself present a slip hazard due to the large size of the granules and salt in general is an issue for service animals.	Use a dog-safe de-icer with smaller granules. Out of scope	Better Practice Recommendation	
Exterior	Pedestrian Pathways	No designated service dog relief area.	In less urban settings where it is easy to find a patch of grass near the building for relieving a service dog, the area does not need to be specifically designated. However, we recommend placing a waste receptacle nearby for disposal of dog waste.	Better Practice Recommendation	Out of scope


Location	Element	Existing Condition	Proposed Upgrade	Standard	Photo
----------	---------	--------------------	------------------	----------	-------


Interior Circulation

Interior circulation concerns corridors and paths of travel, doors and doorways, ramps and stairs, and vertical transportation.

Basement and Old Jail	Entrance	There is a small step down immediately at one of the entrances to the basement and the old jail entrance from the exterior. The other exterior door to the basement has multiple steps to reach it. This currently makes the basement inaccessible to people using wheeled mobility devices.	Create flush transition between interior and exterior of the entrances to the workshop and old jail. Concrete threshold at door can be removed, or a sloped floor transition can be created, leading up to a level area on the inside of the door from the exterior to the workshop. Sloping should be kept to less than 5%, or must be designed as a ramp. Remove inner door and frame to widen door opening between vestibule and workshop. Budget: \$2650.00 for sloping/door frame removal	OBC	
-----------------------	----------	--	---	-----	---


Basement	Stair to exterior door	Interior concrete stairs are close to OBC rise and run requirements, lack TAIs, colour-contrasted nosing strips, and adequate handrails.	<ul style="list-style-type: none"> • Guardrails and handrails of the proper height and configuration should be provided for stairs. • Colour-contrasted slip-resistant nosing strips should be provided on stair treads and risers, to make the edge of treads visible when travelling either up or down the stairs. • Tactile Attention Indicators (TAIs) are required at the top of stairs to warn people with blindness or low vision of the hazard. They should have colour contrast with the adjacent floor surface and be 600 mm deep <p>Railings: \$3630.00 Anti-slip contrasting treads/nosings: \$372.68/step Riser Painting: \$3.00 ft² Unit cost for TAI's: \$726.00 ea</p>	OBC/CSA B651	
Community Hall	Stair to stage	<p>The stage is currently accessed by one narrow side stair with a door immediately at the top. There are no TAIs at the top of the stair and no colour-contrasted stair nosings. Having a door with a stair directly in front and no landing is problematic from a safety perspective. There is no wheelchair access to the stage.</p> <p>Door removal \$105.00 Railings: \$3630.00 Anti-slip contrasting treads/nosings: \$372.68/step Riser Painting: \$3.00 ft² (if already on site) Unit cost for TAI's: \$726.00 ea Wheelchair lift budget: \$12k to \$30k depending on spec</p>	<ul style="list-style-type: none"> • Provide a landing at the top of the stair, or remove the door • Guardrails and handrails of the proper height and configuration should be provided for stairs. • Colour-contrasted slip-resistant nosing strips should be provided on stair treads and risers, to make the edge of treads visible when travelling either up or down the stairs. • Tactile Attention Indicators (TAIs) are required at the top of stairs to warn people with blindness or low vision of the hazard. They should have colour contrast with the adjacent floor surface and be 600 mm deep • Wheelchair access to the stage could only be achieved with an accessible lift and relocation of the existing stair, which may not be feasible. There is not enough space to feasibly accommodate a ramp. 	OBC/CSA B651	
Community Hall	Stage	The stage has a gap at the front for outlets/lights. There is a bit of an edge before the gap which would be cane detectable, but no colour contrast.	<p>Paint or apply tape to the edge before the gap, in a colour that contrasts with the stage. Yellow is preferred.</p> <p>Paint a yellow visual strip: \$223.85 (if already on site)</p>	CSA B651	




Community Hall, Basement, OPP Office, Old Jail	Interior Doors	Interior doors do not meet current accessible clear width requirements and do not always have accessible clearances on the pull or push side of the door.	<ul style="list-style-type: none"> • Accessible clear width for a doorway is 860mm. To provide this, doors need to be a minimum of 965 mm wide or a 914mm door using swing-clear hinges. Generally, existing doors may remain, but where possible it is recommended to increase the door size. • Clearances of 600mm from the latch edge on the pull side and 300mm on the push side should be provided, as well as clear space on both sides of doors for maneuvering 	OBC/CSA B651	<p>Cost for new swing clear hinges (installed): \$423.50/door</p> <p>Clearances and clear space needs to be assessed on site and can't be quantified.</p>
Community Hall, Basement, OPP Office, Old Jail	Interior Doors	Most doors have knob hardware, which cannot be operated with a closed fist as it requires a grasping and twisting motion.	<p>Where panic bars are not required, hardware should be U-shaped lever-style handles.</p> <p>Unit cost (installed) for lever style handle: \$490.48/door (will be less if there are multiple)</p>	OBC/CSA B651	
Basement	Corridor	Corridor between basement area and the unused washroom/photocopy area is too narrow for access by wheeled mobility devices.	Corridors and hallways should be at least 1200mm wide to meet the CSA B651 standard; 1100mm to meet Ontario Building Code. Existing narrower corridors may remain, but understand that these corridors are not accessible, and any necessary amenities such as washrooms should be provided in accessible areas.	OBC/CSA B651	Out of scope
OPP Office/Basement	Copy Room	There is a step down between the OPP Office and the room that houses the furnace, janitorial supplies, and the photocopier. Service rooms are not required to have a barrier-free path of travel, but if the room is being used as a print room it should be accessible.	Relocate the photocopier and designate this room as a building service/janitorial room only.	Better Practice Recommendation	Out of scope



Old Jail	Overall	The old jail is accessed from outside and is currently being used as storage. As such, it was not possible to access any areas within the space. The greatest impediments to accessibility appear to be access into the space from the exterior, and the clear width of doorways.	Given the thickness of the walls and sizes of openings into the cells, it seems unlikely that conversion of the cells to another occupied use such as offices would be feasible. If left as a storage space, no accessibility upgrades are required. Out of scope		
----------	---------	---	--	--	---

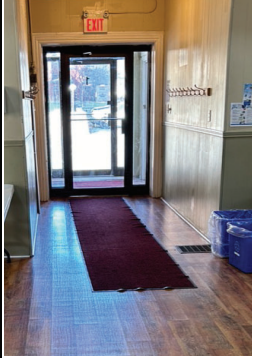

Location	Element	Existing Condition	Proposed Upgrade	Standard	Photo
----------	---------	--------------------	------------------	----------	-------


Interior Areas
Interior areas are the rooms and spaces inside a building, other than sanitary facilities, that are not solely for circulation.




Community Hall	Kitchenette	Kitchenette presents many accessibility issues. Getting into the kitchen would likely be impossible for a mobility device user. Countertops are lower than standard height but still above accessible height. No knee space provided. Fridge cannot be opened with a closed fist. Bar height is inaccessible. Budget based on past projects: \$20k to \$30k.	<ul style="list-style-type: none"> • Recommend reconfiguring access to the kitchenette so that there is an accessible door off of the main space. If the stair access to the basement is going to be permanently abandoned, this could provide some additional space for the kitchenette. • Cabinetry should be replaced and knee space incorporated under the sink and one area of the work surface. Provide drawers for undercounter storage. Bar counter should be lowered. • Hardware for cabinets and appliances should be operable with a closed fist. • Sinks should have single-lever faucets with soap and paper towels within reach. • Microwave needs to be mounted on countertop with clear space adjacent to the latch side of the microwave door for placing hot items. • Provide undercounter task lighting 	CSA B651	
----------------	-------------	---	--	----------	--

OPP Office	Kitchenette	Kitchenette is not accessible due to space constraints, lack of knee space, sink controls, and mostly cupboard storage. The fridge being placed on the counter would also present a challenge to some users.	<ul style="list-style-type: none"> • Consider relocating the OPP office kitchenette and consolidating it with a coffee station, in a location that is more accessible and has enough space for a sink, microwave, and undercounter fridge. • Ideally knee space should be provided under the sink. • Hardware for cabinets and appliances should be operable with a closed fist. • Sinks should have single-lever faucets with soap and paper towels within reach. • Microwave needs to be mounted on countertop with clear space adjacent to the latch side of the microwave door for placing hot items. <p>Budget based on past projects (small kitchenette): \$10K to \$15k</p>	CSA B651	
OPP Office	Kitchenette	Coffee station has adequate clear space, but countertop is very shallow and cluttered. No knee space, and no space adjacent to latch side of microwave to put down hot items.	Consider consolidating coffee station with kitchenette Incorporated in kitchenette budget.		
General	Offices	No existing offices in Community Hall; OPP office space is quite small and could be difficult for someone in a wheeled mobility device to access.	Ensure offices are sized and laid out appropriately to allow for maneuvering and access to workstations and equipment Out of scope	CSA B651	

OPP Office	Furniture	Furniture is not accessible – desks do not have adequate knee clearance.	Workstations should be large enough to accommodate expected usage and ideally be height adjustable. Chairs should also be adjustable.	CSA B651	Out of scope
OPP Office/Basement	Copy Room	Path of travel and clear space in front of the photocopier is adequate.	<ul style="list-style-type: none"> • Recommend relocating the photocopier as the room it is located in has a step down and is not accessible. • Supporting spaces are sized and laid out appropriately to allow for maneuvering and access to equipment such as printers and photocopiers. <p>Out of scope</p>	CSA B651	
Community Hall, Basement, OPP Office, Old Jail	Overall	Some waste receptacles create obstructions.	Locations for various waste receptacles should be planned out so that they don't become afterthoughts that get placed in locations where they obstruct clear space or access to amenities or equipment.	Better Practice Recommendation	Out of scope
Community Hall	Main Room	There are display cabinets on the walls of the Community Hall which project more than 100mm and would present a collision hazard for people who are blind as they are not cane detectable. During the site visit, there were tables below the display cases, which are cane detectable and would prevent collisions, but the tables are movable and presumably not always located in these spots. The bar for the kitchen also appears to project more than 100mm.	<p>Make sure any items projecting more than 100mm out from walls are made cane detectable by providing an element between 0 to 685mm above the finish floor. This can be done by lowering the item, or providing legs or other build-out beneath the item.</p> <p>Typically this only applies within paths of travel, but given the open nature of the Community Hall and circulation through it, we recommend making projections in this space cane-detectable to avoid injuries due to collisions.</p> <p>Cost to lower cabinets: \$533.00 (if already site this will cost less)</p>	OBC/CSA B651	
Location	Element	Existing Condition	Proposed Upgrade	Standard	Photo
Interior Environment					
Interior environment includes lighting, acoustics, finishes, and building controls.					

Community Hall	Acoustics	Lots of hard finishes in the space results in poor acoustics.	Add sound absorbing acoustic panels to main room to help with the acoustics in that space.	Better Practice Recommendation	Unquantifiable
Community Hall	Lighting	Lighting levels did not seem to exceed 50 lx in the main room, which is a bit on the dim side.	<ul style="list-style-type: none"> • CSA B651 provides guidance on lighting levels for different types of spaces. It is important that lighting levels are controllable, especially in individual spaces like offices, as the recommended light levels are needed by some people but may be overwhelmingly bright for others. Flexibility and the ability to customize the environment provides the most accessible solution. • LED light fixtures with dimmer control mechanisms could be provided 	CSA B651	Budget for new LED fixtures: \$500.00/fixture
Community Hall	Flooring	Flooring has more of a satin sheen, but there is glare in some spots. Windows do have sunscreens which offer the ability to control direct sunlight and glare.			Out of scope
Community Hall	Flooring	Floor entrance mats may present a trip hazard.	<p>Ensure edges of mats lay flat. Replace mats that have lifted edges.</p> <p>Out of scope</p>	Better Practice Recommendation	
Community Hall, Basement, OPP Office, Old Jail	Flooring	<p>Flooring was in poor condition in many areas. Floor surfaces should be firm, level, and slip resistant.</p> <p>Budget numbers for each type of floor (including removals):</p> <p>Resilient: \$12.00 ft²</p> <p>Ceramic/Porcelain: 24.00 ft²</p> <p>Carpet tile: \$10.00 ft²</p>	<ul style="list-style-type: none"> • Provide new flooring in basement, washrooms of community hall, at least some areas of OPP office, and the old jail. Resilient flooring, tile, and carpet are all acceptable types of flooring from an accessibility standpoint, as long as the carpet is low pile. • Strongly patterned or busy flooring should be avoided, and flooring with a linear pattern or layout that is used in areas with a defined path of travel should be laid parallel to the direction of travel. 		

Community Hall, Basement, OPP Office, Old Jail	Building Controls	Accessibility of controls and equipment varies. Light switches, hand sanitizer dispensers, and thermostats were often mounted outside of accessible reach. Adequate clear space was not always provided.	<ul style="list-style-type: none"> • Building controls such as light switches, electrical outlets, thermostats, and card readers should be installed at accessible heights and locations. • Accessible height is between 400-1200mm above floor finish (OBC Requirement), however, better practice is to install between 460-1100mm. Required clear space in front of these items is 820mm x 1390mm. • Avoid placing new/renovated controls too close to corners of walls, or obstructing the clear space with items such as waste receptacles will prevent people using wheeled mobility devices from being able to use them 	OBC/CSA B651	Unquantifiable. (Would need to complete a site visit to see existing conditions.)
Community Hall and Basement	Colours and Finishes	Colour contrast between walls and floors, doors and walls, and furnishings/millwork and surroundings could be improved.	<p>Contrast can be helpful for wayfinding. When selecting colours and finishes, provide contrast between floors and walls, doors and walls, and furnishings or cabinetry and their surroundings.</p> <p>Painting budget: \$2.75 ft²</p>	Better Practice Recommendation	
Location	Element	Existing Condition	Proposed Upgrade	Standard	Photo
Sanitary Facilities					
Sanitary facilities include washrooms and showers.					
Community Hall	Washrooms	The community hall has 2 gendered washrooms, with two stalls in the women's washroom and 1 stall and 1 urinal in the men's washroom. There is no accessible washroom that could accommodate people with wheeled mobility devices.	A universal washroom needs to be provided for the community hall. The women's washroom could be reconfigured into a universal washroom, and the men's washroom into a single-occupant washroom. As this will reduce the overall washroom count, there may be implications for the number of occupants permitted in the space.	OBC	Budget based on past projects: \$30k to \$50k

Community Hall	Washrooms	<p>Washroom stalls were outfitted with L-shaped side and horizontal rear grab bars. This could provide some stability to ambulatory users of the space. Grab bars were not provided for the urinal. Some of the hardware and washroom accessories, such as the type of slide lock on the stalls, would present challenges to some people with disabilities.</p> <p>Cost for slide locks/grab bars/toilet seat/toilet paper dispenser/faucet: \$1882.00</p>	<p>Recommendation is for substantial renovation/reconfiguration of the washrooms per above. Depending on timelines, some improvements could be made to the existing stalls in the interim:</p> <ul style="list-style-type: none"> • replace current locks with slide locks that can operated with a closed fist • Add addition L-shaped grab bar to the opposite side of the stall to create an "ambulatory washroom" – having grab bars on both sides allows people to pull themselves up with both hands, which is helpful in particular for seniors • make sure toilets are the comfort height type, like what is currently installed in the men's washroom • provide open roll toilet paper dispensers • replace faucets with ones that have lever-style control • washroom accessories should be mounted at accessible height and operable with a closed fist that doesn't require pinching or twisting motions 	OBC/CSA B651/Better Practice Recommendation	
Basement	Washroom	<p>No usable washroom is available in the basement – only washroom is used as a passageway/storage space.</p> <p>Budget based on past projects: \$30K to \$50k</p>	<p>A universal washroom should also be provided in the basement, as there are currently no usable washrooms in the basement and this space has been separated from the upper level. The unusable washroom is down an inaccessible corridor and therefore not suitable to being reconfigured as an accessible washroom.</p>	OBC	
OPP Office	Washroom	<p>Washroom is not wheelchair accessible, and could be improved for ambulatory users as well.</p> <p>Cost for a larger mirror (36"x48")/toilet paper dispenser: \$815.66</p>	<ul style="list-style-type: none"> • The OPP washroom may not be required to be upgraded as renovations to that space would likely not be considered "major" under the OBC. However, the space will not be truly accessible without one. If the kitchenette is relocated, that space can be used to expand the footprint of the washroom. • At a minimum, the space should be improved for ambulatory users by providing fixtures and accessories that contrast with their surroundings, a longer mirror, and toilet paper dispenser within reach of the toilet. 	Better Practice Recommendation	
Location	Element	Existing Condition	Proposed Upgrade	Standard	Photo
Wayfinding & Signage					


Signage is helpful in navigating a building, particularly buildings that are accessed by the public, who may not have the same familiarity with the layout as those who occupy the building on a regular basis.


Community Hall, Basement, OPP Office, Old Jail	Signage	There is very little to no signage currently provided.	<ul style="list-style-type: none"> •Provide exterior building signage for the entrances to various spaces •Provide signage leading to accessible entrance •The signage strategy should be comprehensive and consistent •Signage should be high contrast, and incorporate tactile signage that includes Braille, raised characters and raised symbols or pictograms. •Tactile signage needs to be mounted in the correct location in accordance with the Ontario Building Code, and the surfaces of signs should be matte so they do not cause reflections or glare, which make them difficult to read. 	OBC/CSA B651	Unquantifiable
--	---------	--	---	--------------	----------------

Location	Element	Existing Condition	Proposed Upgrade	Standard	Photo
----------	---------	--------------------	------------------	----------	-------

Emergency Systems

Proper provision of emergency systems and strategies is crucial to ensure the safety of building occupants. It is ultimately the building owner's responsibility to have a fire safety plan in place to ensure that all occupants can be evacuated from the building in the case of an emergency.

Community Hall		No fire alarms or visual fire alarms appear to be present in the space.	<p>The Ontario Building Code is inadequate when it comes to the provision of visual fire alarms. It would require them to be provided in an event space as it is an assembly area, however, it would not require them in offices.</p> <p>Given that it is a safety issue for people who are deaf and hard-of-hearing, it is strongly recommended that visual fire alarms be provided throughout the space, particularly in areas where people are more likely to be alone.</p>		Unquantifiable
Community Hall, Basement, OPP Office, Old Jail		Fire extinguishers were sometimes mounted within accessible reach. Adequate clear space was not always provided.	<ul style="list-style-type: none"> • Accessible height for emergency and first aid equipment – including fire alarm pulls, fire extinguishers, first aid kits, and debrillators – is between 400-1200mm above floor finish, however, better practice is to install between 460-1100mm. Required clear space in front of this equipment is 820mm x 1390mm. • Placing them too close to corners of walls, or obstructing the clear space with items such as waste receptacles will prevent people using wheeled mobility devices from being able to use them. •Recycling/waste bins blocking access to fire extinguisher in Community Hall should be relocated. <p>Out of scope</p>		

Community Hall, Basement, OPP Office, Old Jail		Exit signs are all of an older design, sometimes in poor condition.	<p>Replace existing exit signs with new green running man signs, which are pictorial and don't require an ability to read English.</p> <p>Unit cost to replace existing exit sign with new green running man sign: \$726.00 ea</p>	
Community Hall		There is a very old (unlit) exit sign above door to basement. This door has been screwed shut and should not be labelled as an exit.	<p>Remove exit sign from above door to basement so as to not confuse occupants.</p> <p>Cost to remove exit sign (if already on site and it is not powered): \$52.50</p>	