



**The Corporation of the City of Temiskaming Shores**  
**Special Meeting of Council**  
**Friday, October 27, 2023 – 12:00 noon**  
**City Hall – Council Chambers – 325 Farr Drive**

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**Agenda**

**Land Acknowledgement**

**1. Call to Order**

**2. Roll Call**

**3. Approval of Agenda**

**Draft Resolution**

Moved by: Councillor

Seconded by: Councillor

Be it resolved that City Council approves the agenda as printed.

**4. Declaration of Special Council Meeting**

**Draft Resolution**

Moved by: Councillor

Seconded by: Councillor

Be it resolved that the Council of the City of Temiskaming Shores declares this meeting a “Special Meeting of Council” in accordance with Section 9 of Procedural By-law No. 2023-022.

5. **Disclosure of Pecuniary Interest and General Nature**

6. **New Business**

a) **Administrative Report No. RS-024-2023 – Lawrence “Bun” Eckensviller Community Hall**

*Draft Resolution*

Moved by: Councillor

Seconded by: Councillor

Be it resolved that Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-024-2023;

That Council directs staff to complete an emergency procurement in accordance with the City’s Procurement Policy (By-law No. 2017-015, as amended), for the replacement of the boiler at the Lawrence “Bun” Eckensviller Community Hall, for an upset limit of \$65,000 plus non-refundable HST; and

That staff bring forward a report to Council about the long-term options for the facility at a later date.

7. **Adjournment**

*Draft Resolution*

Moved by: Councillor

Seconded by: Councillor

Be it resolved that City Council adjourns at \_\_\_\_\_ p.m.

City of Temiskaming Shores  
**Administrative Report**

**Subject:** Lawrence “Bun” Eckensviller  
Community Hall

**Report No.:** RS-024-2023

**Agenda Date:** October 27, 2023  
Special Council Meeting

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**Attachments**

**Appendix 01:** Town of New Liskeard – New Liskeard Legion Branch 33 Agreement

**Appendix 02:** BECH Financials (2019-2023)

**Appendix 03:** Greenview Environmental Report

**Appendix 04:** Kohut Quote

**Recommendations**

It is recommended:

1. That Council for the City of Temiskaming Shores acknowledges receipt of Administrative Report RS-024-2023;
2. That Council directs staff to complete an emergency procurement in accordance with the City’s Procurement Policy (By-law No. 2017-015, as amended), for the replacement of the boiler at the Lawrence “Bun” Eckensviller Community Hall, for an upset limit of \$65,000 plus non-refundable HST; and
3. That staff bring forward a report to Council about the long-term options for the facility at a later date.

**Background**

The Bun Eckensviller Community Hall (BECH) was built in 1950 by the former Town of New Liskeard through a land and financial donation by the New Liskeard Legion Branch 33. The funding agreement stated that the Legion was to be provided a specific space at the building in perpetuity. A copy of the original 1949 agreement is attached as Appendix 01.

The following groups currently lease space at the BECH from the City. In addition to these groups, the facility is rented on a one-off basis by various individuals and organizations:

- New Liskeard Legion Branch 33
- 2344 Army Cadet Corps

- Temiskaming Shores Pickleball Club
- Royal Canadian Cadets
- Temiskaming Festival of Music
- Temiskaming Community Choir
- New Liskeard BIA / One Light

The facility is also used for various City programming. Revenues from operating the facility amount to approximately \$10,000 each year with direct expenses (excluding insurance, staffing and administration) totalling approximately \$25,000 each year (Appendix 02).

The building itself is approaching 75 years old and has numerous deficiencies which make it increasingly difficult to maintain. The most glaring issue is the building's lack of accessibility and fire code issues. The City commissioned a report by Greenvue Environmental Management in 2019 to look at the accessibility, fire code and building code issues of the building. Their report (Appendix 03) notes that extensive renovations are required to bring the building up to current fire code standards and the upcoming AODA standards, which come into effect January 1, 2025. Their preliminary (2019) estimate was \$1,200,000 (\$1,500,000 adjusted to 2023) for these improvements.

This year during the fall startup of the building's heating system, building maintenance staff noted issues with the boiler's heat exchanger. The boiler is 39 years old and is rated for 1,000,000 btu at 80% efficiency. Due to the boiler's size, an outside contractor was brought in to look at the equipment. Their report concluded that the heat exchanger had failed and would need to be replaced. However, due to the boiler's age, they recommended a total replacement stating that not only would parts be extremely difficult to find but other failures within the boiler were likely to manifest. Staff received a quotation to replace the current boiler with two, 399,000 btu 95% efficiency boilers at a cost of \$65,000.

Staff also received a second opinion from another certified technician who provided the same recommendation to staff. Staff are currently waiting for this technician to provide a quotation for this work to compare.

## **Analysis**

Currently, the building has continued to stay open for use but without heat. The building is not in danger of freezing temperatures but will be soon without immediate action. Staff have considered three options:

1. Complete an emergency procurement for the replacement of the current boiler with a similar boiler size (like for like). This has the added benefit of not requiring additional design or engineering work. The proposed replacement would be a two-boiler setup in tandem which provides greater reliability, easier maintenance and

better availability of parts. Staff would move forward with the lowest of the two quotations received. Both companies quoting this work have completed extensive work for the City over the past number of years.

Due to how the current boiler and hot water heater are vented to the outside of the building, a new hot water heater will also be required. Staff are proposing to replace this equipment as part of the regular building maintenance operations budget and complete installation with our own staff. Further, staff are proposing to assist with the removal of the current boiler to lower the cost of the project and to speed up the installation of the new boilers. This assistance was not calculated into the quotation at the time it was received but both contractors have agreed to provide a credit for the work provided by the City.

2. Complete a regular procurement for this work. This option is not recommended by staff due to the timing necessary. This option would extend the proposed installation date well into winter, complicating issues for the building. Temporary heat would be required to ensure the building doesn't freeze and user groups would need to be accommodated in other spaces while the building was unavailable.
3. Close the facility for the upcoming winter season. Staff would install temporary heating in the building to ensure that the interior is maintained at a temperature above freezing. Leasees would need to be accommodated at other City facilities and while there are options available at Dymond Hall and Haileybury Arena Hall, these would not accommodate every user group and would likely be met with some hardship for those groups. This option is not being recommended by staff for several reasons. There is an unknown cost to this type of heating, it is unknown how the City would accomplish this, and the building would still need some type of permanent heat source for the following winter.

Complicating matters is the aforementioned AODA regulations which come into effect in Ontario on January 1, 2025, and the lack of a long-term place for the building within the City's Recreation Master Plan.

As stated in the Recreation Master Plan, the City has a surplus of community halls and meeting spaces to meet our current and future needs. Further, the Recreation Master Plan states the following for the Bun Eckensviller Community Hall:

*The New Liskeard Community Memorial Hall on Whitewood Avenue is primely located within New Liskeard's downtown. The build presently has costly fire code issues and accessibility challenges that can be resolved through a complete building renovation.*

*The master plan identifies this architecturally significant building for redevelopment as a mixed-use, city-centre project that contributes to*

*downtown economic well being. This building and property should be made available to private developers through an RFP process. As part of this process, developers will need to demonstrate how existing community program/activity users are accommodated or relocated.*

Should the City decide to continue to operate the BECH beyond January 1, 2025, without significant renovations the City would be in violation of the AODA.

Staff are therefore recommending that Council authorize staff to complete an emergency procurement for the replacement of the boilers at the Bun Eckensviller Community Hall at an upset limit of \$65,000 plus non-recoverable HST and that staff bring forward a report to council about the long-term options for the facility.

Staff would move forward with the lower of the two quotes once both have been received and would negotiate a credit for additional work provided by City staff for the removal of the current boiler.

### **Relevant Policy / Legislation / City By-Law**

- City of Temiskaming Shores 2023 Capital Budget
- Procurement Policy – By-law 2017-015
- Recreation Master Plan – By-law 2020-088
- Accessibility for Ontarians with Disabilities Act, 2005

### **Consultation / Communication**

- Consultation with the City Manager
- Consultation with the Treasurer
- Consultation with the Superintendent of Parks and Facilities
- Consultation with the City's licensed Building Maintenance Tradesperson
- Consultation with outside contractors

### **Financial / Staffing Implications**

This item has been approved in the current budget: Yes ☐ No ☒ N/A ☐

This item is within the approved budget amount: Yes ☐ No ☒ N/A ☐

Staff are proposing to use unspent capital dollars within the 2023 capital budget currently allocated to the ice resurfacer replacement to pay for this boiler replacement. The City

has an outstanding order for a new ice resurfacer however, the manufacturer has indicated that delivery will be in 2024. As a consequence of using these unspent funds for the boiler replacement, new funding within the 2024 capital budget will need to be included to pay for the ice resurfacer replacement.

### **Climate Considerations**

To mitigate against greenhouse gas emissions, the City would ideally install a low-carbon energy source such as air source heat pumps with electric backup heating. Due to the time available before winter this is not feasible however, by installing more energy efficient boilers (95% efficiency vs. 80% efficiency) the City should realize an immediate significant decrease in the amount of greenhouse gas emissions from heating this facility.

### **Alternatives**

Council could direct staff to close the facility to users and provide temporary heat for the 2023-2024 winter.

Council could direct staff to complete a regular procurement.

### **Submission**

Prepared by:

Reviewed and submitted for Council's  
consideration by:

*"Original signed by"*

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*"Original signed by"*

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Mathew Bahm  
Director of Recreation

Amy Vickery  
City Manager

BY-LAW NUMBER 1064

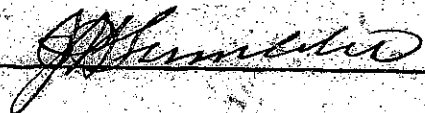
CORPORATION OF THE TOWN OF NEW LISKEARD

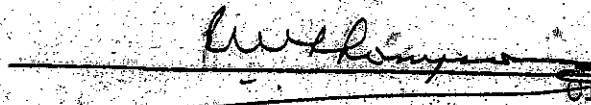
WHEREAS it is desirable that an agreement be entered into with the Canadian Legion, Branch Number 33, of the Town of New Liskeard, in connection with the operation of the proposed Community Memorial Hall.

AND WHEREAS a draft of the proposed agreement was submitted to the Mayor and Council for consideration.

NOW IT IS HEREBY ENACTED as By-Law Number 1064 of the Corporation of the Town of New Liskeard that the Corporation do enter into an agreement with the Canadian Legion, Branch Number 33, of the Town of New Liskeard, and that the Mayor and Clerk be authorized to sign the agreement in accordance with the terms of the draft submitted and that such agreement be attached and form part of this By-Law.

ENACTED AND PASSED this 3<sup>rd</sup> day of January, 1949.

  
MAYOR

  
CLERK



Minutes of a meeting of the New Linwood Community Memorial Hall Board held in the Council Chambers on Friday, October 22nd, 1954, at 7:30 p.m.

There were present:

J. L. Taylor, Chairman

Members:

W. H. Burns  
Edna Fambler  
Graydon Fielder  
G. W. Godby  
Ray Keshack

The meeting was a joint meeting with the Executive of the Canadian Legion to discuss their complaint in their letter of May 29th, 1954.

Items as listed below were approved by motion of both the Community Memorial Hall Board and the Canadian Legion Executive.

- (1) That a deadlock be placed on the door at the foot of the stairs and that a deadlock also be placed on the Auxiliary room, and that a key be given to the President of the Canadian Legion and the caretaker of the Community Memorial Hall, a spare key maybe kept in the Town Office.
- (2) That the caretaker of the Community Memorial Hall be advised to keep out of the Canadian Legion Quarters -- ONLY for emergency or for good and sufficient reason.
- (3) That the Canadian Legion agree to do their own caretaking for which they be allowed \$5.00 per month from their yearly service charge, and this caretaking to include the kitchen, which used in connection with functions in the Canadian Legion quarters and such cleaning up must be done immediately after the functions.
- (4) That the above arrangements shall be effective as of November 1st, 1954.

There being no further business the meeting adjourned.

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CHAIRMAN

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SECRETARY

A G R E E M E N T

Gordon Wallingford,  
Registered Solicitor, Etc.,  
Wallingford, Ontario.

THIS AGREEMENT made in duplicate this twenty-fourth day of January in the year of Our Lord One Thousand Nine Hundred and Forty-Nine,

BETWEEN:

THE CORPORATION OF THE TOWN OF  
NEW LISKEARD, hereinafter referred  
to as the "Town", of the first part,

OF THE FIRST PART,

and

THE CANADIAN LEGION of the  
British Empire Service League,  
Branch 33, New Liskeard, Ontario,  
hereinafter referred to as the  
"Legion", of the second part,

OF THE SECOND PART.

A G R E E M E N T

WHEREAS the Corporation of the Town of New Liskeard proposes to erect a Community Memorial Hall in the Town of New Liskeard.

AND WHEREAS the "Legion" is to have the use and enjoyment in perpetuity of that part of the said Hall hereinafter described.

AND WHEREAS the "Legion" agrees to contribute the sum of \$27,000.00 toward the cost of erecting the said Hall, upon the conditions hereinafter expressed: -

(a) The "Legion" agrees to transfer upon the execution of this agreement or shortly thereafter, the lands upon which the said Hall is to be erected, which said lands may be more particularly described as: - Lots Numbers 366 and 367 on the South Side of Whitewood Avenue, New Liskeard, Ontario, Plan M-29.

(b) The "Legion" agrees to pay the Town, the said sum of \$27,000.00 which said sum of moneys the "Legion" acknowledges it has now available for payment as soon as the "Town" will require the said moneys, for the first payment on the contract for the above mentioned building.



(c) The "Legion" further agrees and undertakes to pay the "Town", the sum of \$240.00 annually at the end of each current year, for service charges, comprising heat, Janitor service, electricity and water rates. If for any reason, such as a decrease in its membership etc. the "Legion" is unable to pay the said sum of \$240.00 annually for the said services, it is agreed that the "Legion" will as soon as this inability to pay the said sum becomes apparent, send delegates to the Town Council, where the amount the "Legion" can actually pay for the said services will be determined and paid by the "Legion" at the end of that current year. Failure by the "Legion" to pay when financially unable to do so, is not to be considered a breach of the contract, invalidating this agreement.

(d) The "Legion" is ~~not~~ at any time to sell or apply to the Ontario Liquor Control Board or other authority, for a licence to sell beer or other intoxicating liquors to its members and/or others, as is the practice in some other centres.

(e) The Legion quarters are to be those in the basement shown on the architect's plan, more particularly described as the kitchen which is to be used jointly with the Town, and all those quarters North of the North wall of the caretaker's quarters and East of the partition dividing the Legion quarters from the Service Clubs' quarters, and extending to the front of the building.

(f) The "Legion" is to have (1) The free use of the auditorium on Armistice Day, "November 11th", in each year; (2) The free use of the auditorium on that Friday in each year closest to V-E Day, "May 8th" and (3) The free use of the auditorium, one night a month, it being agreed that the particular night the "Legion" is to have the auditorium is to be determined upon the same consideration as if any one else applied for the use of the said auditorium.

(g) The "Legion" is to supply the basement kitchen with adequate kitchen cupboards and an electric stove of sufficient capacity to meet the requirements of the said kitchen.

See notation of  
Legion's Hall bill  
Oct 22/54 -  
yearly rate  
to be \$160.00  
Glen

(h) The "Legion" is to have the exclusive use and enjoyment of its portion of the Hall under the supervision of the Legion Executive.

(i) The "Town" agrees to heat the Legion quarters adequately at all times.

(j) The "Legion" agrees to maintain the decorating and make minor repairs on its portion of the Hall, but will not be responsible for structural defects.

(k) The "Legion" may make any minor alterations to its quarters at its own expense, at the discretion of the House Committee, but not so as to interfere structurally with the building.

(l) It is also agreed that the final plans of the Legion quarters and facilities will be approved by an appointed representative of the "Legion" before the contract for the erection of the said house is entered into by the Town with the contractor, who is to build the said Hall.

(m) It is also agreed that the Town will commence construction of the said Hall by the first day of August 1949. In the event that the Town does not commence construction by that time, this agreement is then to be null and void.

(n) It is also agreed that whenever convenient and practical the Town will employ as caretaker of the said Hall, a veteran, preferably a pensioner.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals.

SIGNED SEALED AND DELIVERED ) THE CORPORATION OF THE TOWN OF  
in the presence of ) NEW LISKEARD

) Per: *[Signature]*

) Mayor

)

)

)

)

)

)

)

)

) Per: *[Signature]*

) Clerk-Treasurer

)

)

)

)

)

)

) CANADIAN LEGION OF THE BRITISH  
EMPIRE SERVICE LEAGUE,  
) BRANCH 33, NEW LISKEARD, ONTARIO.

) Per: *[Signature]*

) President



Rita Bourassa



Howard H. Scott  
Secretary

Thomas Magladery  
Trustee

V. H. Longstaff  
Trustee

W. Farlinger  
Trustee

AFFIDAVIT OF EXECUTION

DISTRICT OF TEMISKAMING

TO WIT:

I, RITA BOURESSA, of the Town of New Liskeard, in the District of Temiskaming, Stenographer, make oath and say: -

1. THAT I was personally present and did see the within Agreement duly executed by Thomas Magladery, Victor H. Longstaffe, and A. C. Farlingar, the Parties thereto.
2. THAT the said Agreement was duly executed by the said Parties at the Town of New Liskeard, in the District of Temiskaming and Province of Ontario.
3. THAT I know the said Parties.
4. THAT I am a subscribing witness to the said Agreement.

SWORN BEFORE ME at the Town  
of New Liskeard, in the Dis-  
trict of Temiskaming, this  
24th day of January, A. D.  
1949.

*Rita Bourassa*

*Gordon T. ...*

A Commissioner, etc.

CITY OF TEMISKAMING SHORES  
Provisional Budget Report

GL5220  
Date : Oct 24, 2023

Page : 1  
Time : 12:08 pm

Account Code : 1-3-7463-????  
To 1-4-7463-????  
Fiscal Year : 2023

Account Code	Account Description	2023 ACTUAL	2022 ACTUAL	2021 ACTUAL	2020 ACTUAL	2019 ACTUAL
1	GENERAL FUND					
	Revenue					
	NL COMMUNITY HALL					
1-3-7463-1000	Facility Rentals	-10,726	-6,348	-5,758	-7,764	-9,869
	Total NL COMMUNITY HALL	-10,726	-6,348	-5,758	-7,764	-9,869
	Total Revenue	-10,726	-6,348	-5,758	-7,764	-9,869
	Expense					
	NL COMMUNTY HALL					
1-4-7463-3100	Hydro Electric	5,384	5,144	4,341	5,255	6,222
1-4-7463-3110	Heating Oil & Gas	11,325	13,831	10,398	9,447	11,493
1-4-7463-3470	Materials & Supplies	7,197	5,243	2,090	1,511	6,429
1-4-7463-3975	Taxes	0	0	0	0	984
	Total NL COMMUNTY HALL	23,906	24,218	16,829	16,213	25,128
	Total Expense	23,906	24,218	16,829	16,213	25,128
	Total GENERAL FUND	13,180	17,870	11,071	8,449	15,259





# **Feasibility Study Report**

## **Accessibility Upgrades for New Liskeard Community Hall**

**90 Whitewood Avenue  
New Liskeard, ON**

September 30, 2019

Greenview File: 170.18.002



13 Commerce Court  
Bancroft, Ontario  
613-332-0057  
greenview-environmental.ca

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## **1.0 Introduction**

### **1.1 Background**

The City of Temiskaming Shores (City) has commissioned a feasibility study to review and evaluate accessibility alternatives for the City's Community Hall building in New Liskeard, Ontario.

Greenview Environmental Management Limited, with support from mechanical and electrical engineering subconsultant Suppa Engineering Inc., were retained by the City to complete the study in accordance with the scope of work and Greenview's service and fee proposal dated June 26, 2018.

### **1.2 Purpose and Scope**

The purpose and scope of this report is to:

- 1.2.1. Provide a preliminary assessment of the existing building with respect to building condition, structure, fire and life safety systems et al under it's current and possible future use. The scope of the site work was limited to site observations of readily accessible parts of the building and related systems. No comprehensive testing or analysis, destructive or otherwise, was performed.
- 1.2.2. Provide a preliminary assessment of possible and recommended accessibility upgrades as it pertains to item 1.2.1. above.

## 2.0 Methodology

### 2.1 Ontario Legislation

Within the scope of item 1.2.1 above:

- 2.1.1. The Ontario Building Code (OBC) refers to the current Ontario Regulation 332/12 under the Building Code Act, and is applicable to proposed construction due to *change of use, renovation* or as otherwise regulated (OBC Division B Section 3.17. *Additional Requirements for Existing Buildings*, Part 10 *Change of Use*, Part 11 *Renovation*, et al).
- 2.1.2. The Ontario Fire Code (OFC) refers the current Ontario Regulation 213/07 under the *Fire Protection and Prevention Act*, and is applicable to existing buildings, retrofit and as otherwise regulated (OFC Division B, Section 9 Retrofit, et al).
- 2.1.3. As defined in the OFC, retrofit means the minimum performance requirements for life safety for existing buildings and is considered applicable to existing buildings only where the OBC would not otherwise apply.
- 2.1.4. The 1986 Ontario Building Code (86-OBC) means Ontario Regulation 419/86 as it reads on February 11, 1986 under the requirements OFC Division B, Section 9.2 Assembly Occupancies.

The scope of item 1.2.2. of this study falls under the *Accessibility for Ontarians with Disabilities Act, 2005, S.O., Chapter 11* (AODA). The stated purpose of this Act (AODA Section 1 a and b) is as follows:

1. *Recognizing the history of discrimination against persons with disabilities in Ontario, the purpose of this Act is to benefit all Ontarians by,*
  - a. *developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities with respect to goods, services, facilities, accommodation, employment, buildings, structures and premises on or before January 1, 2025; and,*
  - b. *providing for the involvement of persons with disabilities, of the Government of Ontario and of representatives of industries and of various sectors of the economy in the development of the accessibility standards. 2005, c. 11, s. 1.*

Specifically, the scope of this study falls under AODA Section 1 a with respect to facilities, buildings, structures, and premises.

As of the date of this report, the only developed standard under the AODA is the *Integrated Accessibility Standards, Ontario Regulation 191/11* (IAS). Under the scope of this study, the IAS provides standards for facilities and paths of travel, not otherwise covered under the OBC, accessible parking and generally regulates areas and ancillary structures associated with obtaining services.

As of the date of this report, accessibility for buildings is regulated under the Ontario Building Code, *Ontario Regulation 332/12* (OBC). Under the scope of this study, the OBC provides accessibility standards for buildings under construction, renovation or change of use with the following sections being primarily used:

- 2.1.5. OBC Section 3.3. *Safety Within Floor Areas*, Section 3.4. *Exits*, and Section 3.7. *Health Requirements*, providing some general accessibility standards and provisions for persons with ambulatory disabilities (sight impairment et al).
- 2.1.6. OBC Section 3.8. *Barrier-Free Design* providing specific accessibility standards including doors, ramps, washrooms et al. for ambulatory and non-ambulatory persons alike.
- 2.1.7. OBC Part 10 *Change of Use* and Part 11 *Renovation*, providing related standards and alternatives to OBC Part 3, where existing accessibility is not otherwise compliant but may be deemed acceptable.

As of the date of this report, neither the IAS nor the OBC is otherwise applicable to existing facilities, buildings, structures and premises. Other possible applicable standards for existing facilities may include *Municipal Property Standards* (under the *Building Code Act, 1992, S.O. 1992, c.23* and related Municipal By-Law) and/or as otherwise recommended by a *Municipal Accessibility Advisory Committee* (under the AODA) or other such body. It is anticipated that clear standards for existing facilities may be established on or before January 1, 2025 by the Municipality and/or the Province.

It should be noted that municipalities are defined as an *organisation*, under the AODA, and a *designated public sector organisation* under the IAS. Under the IAS, a *designated public sector organisation* is also, by definition, an *obligated organisation*. As an *obligated organisation*, accessibility policies would need to be established under the IAS. As a *designated public sector organisation*, accessibility plans would need to be established under the IAS.

## **2.2 Documentation Review**

Documentation provided to and reviewed by Greenview for this study is summarised as follows.

### **2.2.1 Drawings**

- 2.2.1.1. Renovation Plans A1 to A6, dated June 10, 1986, by Natale and Scott Architects. Note: Drawings apparently for renovation work never completed in whole or in part.
- 2.2.1.2. Plan Showing Location of Building, dated November 20, 1985 by H. Sutcliffe Limited O.L.S. (Appendix A).
- 2.2.1.3. Untitled (not scaled and undated) building plans indicating building layout and some alarm system components.

### **2.2.2 Inspection Reports**

- 2.2.2.1. Ontario Fire Code Inspection Report, dated September 22, 2014, performed by the Temiskaming Shores Fire Department.
- 2.2.2.2. Emergency Lighting Inspection Report, dated July 18, 2018, performed by G. Lachapelle.
- 2.2.2.3. Building Fire Alarm/EVAC System Testing, dated July 18, 2018, performed by GRL Electric Fire Security.

## **2.3 Site Visitations**

Greenview performed the primary site visit and building review on August 15, 2018.

Suppa Engineering performed mechanical and electrical site visits and building review on August 15, 2018 and July 10, 2019

## **3.0 Building Description**

### **3.1 Building Location**

The building is located at 90 Whitewood Avenue, New Liskeard, Ontario. The building is approximately 540m<sup>2</sup> in building area and can be considered two (2) storeys in height. The building is located on an approximately 1,010m<sup>2</sup> rectangular site, understood to be Lots 366, 367, and part of 368, Plan M-29 N.B., Town of New Liskeard (Appendix A).

The building fronts onto Whitewood Avenue to the north with laneways abutting the east and south sides of the property. The site slopes downward from the northwest corner of the to the southeast. The building apparently extends to the east property boundary but is “situated entirely within the limits” of the property according to the 1985 OLS Plan.

### **3.2 Building Construction and Condition**

The date of construction for the building has not been determined but is assumed to be circa 1920's or later based on building construction and style. The main building structure is considered to be:

- 3.2.1 Cast-in-place concrete foundations and foundation walls;
- 3.2.2. Masonry (brick and hollow core terracotta blocks) exterior walls;
- 3.2.3. Open web steel joist (OWSJ) with concrete deck floors in the auditorium;
- 3.2.4. Cast-in-place concrete floors (main floor and second storey) in the north end (front) of the building;
- 3.2.5. Wood stage area (including second storey) floors; and,
- 3.2.6. Wood and OWSJ roof.

All assemblies could not be fully accessed or determined. No issues were noted with respect to the observable principal structural systems. The exterior foundations for the steel stage exit stairs (east and west) were noted to be out of alignment with the base of the stairs.

Due to the assumed date of construction, the original building envelope is presumed to have had limited thermal resistance. The building appears to have undergone one or more major renovations with exterior walls being built-out in a number of locations. It is possible that insulating materials were incorporated into these areas. It is assumed that insulation has been installed above the roof deck. A PVC roofing system appears to have been installed relatively recently. The condition of the roofing system is not currently known.

Metal cladding has been retrofit over upper parts of the north (front) and northern part of the east and west, elevations. It appears that this may have been done to cover spalling or otherwise deteriorating brick. Metal cladding has also been installed to infill the larger auditorium windows. Stucco cladding on the east, west, and south elevations of the auditorium appears to have been installed over the terracotta block wall structure and is currently assumed to be original. One area of failed stucco, and exposed and frost-damaged terracotta block, was noted at the upper southwest corner of the south elevation.



## 4.0 Ontario Building Code and Fire Code Assessment

### 4.1 Building Classification

The building was previously used as the New Liskeard Town Hall (municipal administration) and is currently or recently used by:

- Royal Canadian Legion – Branch 33.
- New Liskeard Lions Club.
- Northern Ontario Farm Innovation Alliance (NOFIA).
- Royal Canadian Army Cadets.
- Community Cancer Care.

In conformance with the OBC, the major occupancies of the building are considered to be:

- Group A, Division 2 *Assembly Occupancies*.
- Group D *Business and Personal Services Occupancies*.

A Building Classification has been performed based Part 11 of the OBC. With respect to OBC Table 11.2.1.1.C. (for Group A, Division 2), the building would be considered medium in size (under 800m<sup>2</sup> and 2 storeys per Table 11.2.1.1.C.) with a Hazard Index (H.I.) of 4 for the existing occupancy. With respect to OBC Table 11.2.1.1.J, (for Group D) the building would be considered small in size (under 800m<sup>2</sup> and 2 storeys per Table 11.2.1.1.J.) with a H.I.=3. With respect to the existing multiple occupancies, the H.I. for the entire building would conform to the most conservative value (i.e. H.I.=4).

The building, as a whole, is considered to be of combustible construction. The Construction Index (C.I.) for the building was determined based on the observed construction and assumed fire resistance ratings (FRR) of: floors over basements; other floors; and, roof. The assumed assemblies are itemised as follows:

- 4.1.1. Floor over basement, OWSJ and concrete deck (auditorium floor), FRR=0 based on lack of adequate protection of joists. Higher FRR would require installation/confirmation of rated ceiling membrane etc.
- 4.1.2. Floor over basement, cast-in-place concrete, FRR=1hr (assumed if concrete cover to reinforcing steel is 20mm minimum).
- 4.1.3. Other floors, cast-in-place concrete, FRR=1hr. Floor structures on either end of the stage are assumed to be wood and should be checked base on actual construction and configuration but would otherwise be considered to have a FRR=0hr.
- 4.1.4. Roof, OWSJ and wood, FRR=0hr.

Based on the above and with respect to OBC Table 11.2.1.1.A., the maximum C.I. that could be applied to the existing building is considered to be 2.

Within the scope of the OBC, existing buildings are assessed with respect to their required H.I. compared to their existing C.I. with the regiment to either upgrade the C.I. to equal H.I. or provide alternative compliance through upgrades to the early warning system, sprinkler system, and FRR of indicated assemblies (OBC Table 11.4.3.4.A.). It is noted that a fire alarm system is currently installed in the building and, as of its latest July 18, 2018 testing and inspection report, was “functioning without deficiencies”. It is also noted that fire sprinklers have not been installed in any part of the building. With the fire alarm but no sprinklers installed, the building would be considered suitable for a maximum hazard index of 3 (per OBC Table 11.4.3.4.A.) and would only be suitable for the existing Group D occupancy.

In general, the building would only be considered suitable for an assembly occupancy (H.I. = 4 and under the requirements of Part 10 or 11 of the OBC) if:

- 4.1.5. The C.I. was upgraded if floors over basement, noted in item 3.1.1., were upgraded to a minimum FRR=0.75hr and second storey stage floors, noted in item 3.1.3., were upgraded to a minimum FRR=0.75hr or;
- 4.1.6. The areas noted in item 4.1.5. were sprinklered (as an Alternative Compliance per OBC Table 11.4.3.4.A.) or;
- 4.1.7. The H.I. could be lowered (hazard index credit of 1) by improving or confirming the fire fighting access to the building (in accordance with OBC 10.3.2.2.(6) or 11.2.1.1.(2) et al).

A maximum hazard index of = 4 is considered reasonable for any proposed or anticipated future occupancy of the building. Given the existing combustible construction, a maximum C.I. for the building of 5 could be achieved if, in addition to the upgrades noted in item 3.1.5., the roof was also upgraded to a minimum FRR of 0.75hr. This would not, however, conform to, or be required for, any proposed or anticipated future occupancy of the building.

## 4.2 Evaluation of Fire and Life Safety

An evaluation of the building would need to conform to OBC Tables 10.3.2.2.A. and 11.4.3.3. and as otherwise required with respect to:

- 1. Access to exit widths based on occupant load in OBC Subsection 3.3.1. or compliance alternatives.
- 2. Exit widths, based on occupant load, in OBC Subsection 3.4.3. or compliance alternatives.
- 3. Exit signs in OBC Subsection 3.4.5. or compliance alternatives.
- 4. Lighting of exits, lighting of access to exits and emergency lighting in OBC Subsection 3.2.7.
- 5. Fire alarm system in OBC Subsection 3.2.4.
- 6. Travel distance and number of exits in other Parts of Division B, OBC.
- 7. Door release hardware requirements in OBC Articles 3.3.1.12. and 3.4.6.16.

In general, items 1, 2, 3, 6, and 7 listed above are examined under Section 4.2.1. of this report, while item 4 is examined under Section 4.2.2 and item 5 is examined under Section 4.2.3.

### 4.2.1 Exits and Access to Exits

There are currently eight (8) doors providing a means of egress from, and around the perimeter of, the building. Of these eight, four (4) are being used as primary building *exits* (main entrance, Legion entrance, southeast and southwest assembly hall exits) with respect to the OBC. Of the remaining four (4), the stage door and kitchen door are only currently configured to provide egress from those areas while the two (2) south basement doors are either not configured as *exits* or only provide egress for a small part of the building's basement.

Within the building, the central stairwell is considered a required *exit* for basement and second storey areas. A retrofit stairwell also provides a means of egress from second storey areas into the main auditorium space and appears to be configured as an *exit*. Stairs on either side of the stage are generally considered means of egress from second storey areas and not *exits*.

The following deficiencies were noted with respect to exits in the building:

- 4.2.1.1. The main *exit* stairwell is not separated from the lobby area and is therefore non-compliant with OFC 9.2.3.15.(1), OBC-89 3.4.4.1.(1), and OBC 3.4.4.1. *Fire-Resistance Rating of Exit Separations*.

- 4.2.1.2. Regardless of item 4.2.1.1., the main stairwell is the primary exit for basement and second storey areas and is non-compliant with OFC 9.2.3.16.(1), OBC-89 3.4.4.1.(7)(c) to (f), and OBC 3.4.4.2. *Exits through Lobbies*, primarily with respect to, and/or pending confirmation of, fire separations, glazing, etc. between adjacent occupied areas.
- 4.2.1.3. Basement and second storey washrooms and storage rooms open directly on the stairwell and are non-compliant with OBC 3.4.4.4 *Integrity of Exits*. Storage rooms opening directly on the exit stairwell are considered non-compliant with OFC 9.2.3.17.(1).
- 4.2.1.4. The retrofit stairwell is considered to have been installed to provide a second means of egress from the second storey assembly room and is deemed only required (as an exit) where the occupancy load (of the second storey) is over 60 persons (OBC 3.4.2.1.(1)). However, the stairwell only provides egress into the main floor auditorium (with no direct connection to the building exterior) and cannot be considered an exit. As an access to exits, the stairwell would need to be included in the minimum access to exits and exit width requirements from the auditorium. The exits from the auditorium are only considered sufficient for up to, but not more than, the posted maximum occupant load of 640 (per OFC 9.2.3.7.(1) and OBC 3.4.3.2.(1)).
- 4.2.1.5. Basement access to the main stairwell from the Legion Hall space and Lion's Den space is deficient with respect to stair riser (two riser) configuration (OBC 3.4.6.2.).
- 4.2.1.6. The distance between exits in the Legion Hall is considered to be less than 9m and is less than the minimum required in OBC 3.4.2.3.(1)(b). If the stair exit were not included in the required exits (based on deficiencies noted in (3.2.1.1., 3.2.1.2., 3.2.1.3., 3.2.1.5., and 3.2.1.6.) the Legion Hall is only considered suitable for a maximum occupant load of 60 (refer to Section 7.2.2).
- 4.2.1.7. The noted foundation issue (Section 3.2 above) with respect to the east and west exterior exit stairs would mean that these stairs would likely be deficient under full emergency egress loading.

Exit signs are deemed required for all exit doors and where not otherwise visible in the building. The main entrance is considered exempt only as it pertains to OFC 9.2.3.13.(1) and OBC-89 3.4.5.1.(1) but not the current OBC. Existing exits and exit signs are further reviewed in Section 7.0 of this report.

## 4.2.2 Emergency Lighting

Existing emergency lighting is reviewed under Section 7.0 of this report. It is noted that changes to the OBC coming into force on January 1, 2020 will include the requirement for emergency lighting in "washrooms with fixtures for public use" (OBC 3.2.7.3.(1)(m) pending the introduction elements of O.Reg 88/19). It is also noted that correction of deficiencies noted in Section 4.2.1 and changes required in Section 5.0 of this report will introduce new areas that will be required to be covered by emergency lighting. This has been accounted for in Section 6.0.

## 4.2.3 Fire Alarm

A fire alarm system is considered required (building occupant load over 300 per OBC 3.2.4.1. *Determination of Requirement for a Fire Alarm System*) and has been installed in the building. The fire alarm system is considered compliant with respect to the OBC. This would need to be confirmed with respect to any planned modifications including where the system may be considered as part of any alternative compliance under OBC Part 11, and with respect to any other building classification or fire and life safety deficiencies, under the OBC and OFC. It was noted that the height of manual pull stations was not in compliance with OBC 3.8.1.5.(c)(i) (at 1,200mm above the finished floor). Other existing deficiencies are further reviewed in Section 7.0 of this report. In general compliance with the OFC is considered equivalent to compliance with OBC under the scope of this study.

However, because aspects of fire alarm systems can be, and apparently have been, installed to offset other building classification or fire and life safety deficiencies (compliance alternatives) and since a fire alarm system

is required regardless, care must be taken when reviewing any change of use or renovation plan (under OBC Part 10 and 11). If any aspect of the existing fire alarm system is considered required, regardless of other deficiencies, it should not also be used as a compliance alternative for a known deficiency. The fire alarm system will need to be reviewed under OBC 11.4.3.3. and 11.4.3.4. and upgraded accordingly.

### **4.3 Change of Use and Renovation**

Any future plans for the building will first require the determination of its primary use (major occupancies) and the number of persons for which the building is designed (occupant load). The selected major occupancies and occupant load will have a large impact on what renovations will be required. At present, the building is considered mainly suitable to assembly and office type occupancies (Group A, Division 2, and Group D, respectively). Mercantile occupancies (Group E) have also been considered with the caveat that building separation requirements (proximity of adjacent buildings/lots when compared to exterior wall configuration and sprinklering requiring) are more restrictive. Group B (care and treatment or detention), Group C (residential), and Group F (industrial) occupancies could be considered on a case-by-case basis but have not otherwise been included in the scope of this study.

#### **4.3.1 Building**

The building is considered marginally-suitable for change of use and renovation under the requirements of the OBC. As indicated in Section 4.1 above, the existing C.I. is considered to be 2, and with the fire alarm, the maximum allowable H.I. would be 3. However, maximum and current H.I. based on the current use and occupancy of the building is considered to be 4. Any change of use or renovation that would maintain an H.I. of 4 would require:

4.3.1.1. All basement and other floor areas confirmed or upgraded to ensure a fire resistance rating (FRR) of 0.75hr (above items 3.2.3., 3.2.5., 4.1.1., 4.1.3., etc.) or;

4.3.1.2. Sprinkler systems installed in all areas indicated in 4.3.1.1.

In general, a H.I.=4 would be required for:

4.3.1.3. All Group A, Division 2 major occupancies (Auditoria, Community Halls, Dance Halls, Museums, Art Galleries, Restaurants, etc.);

4.3.1.4. The most restrictive Group D major occupancies (Dental and Medical Offices etc.), and/or;

4.3.1.5. The most restrictive Group E major occupancies (Exhibition Halls, Flea Markets, Stores etc.).

In general, an existing H.I. = 3 could only be maintained where fire alarm systems are considered to be providing more than minimum levels of safety. Otherwise, a H.I. of 3 would require:

4.3.1.6. All basement floor areas confirmed or upgraded to ensure an FRR = 0.75hr; or,

4.3.1.7. Sprinkler systems installed in all areas indicated in 4.3.1.6.

In general, reducing the occupancy load to less than 300 persons should allow the fire alarm system to be considered as an upgraded early warning system and the existing H.I. = 3 would be considered suitable for:

4.3.1.8. The least restrictive Group D major occupancies (most basic offices); and/or,

4.3.1.9. The least restrictive Group E major occupancies (most basic stores).

Where multiple major occupancies would be considered, all major occupancies would need to be separated from each other in accordance with OBC Table 3.1.3.1. and as otherwise provided in OBC Table 11.4.3.4.B. with sprinklers installed as required.

All changes in use or occupancy (in whole or in part) would trigger OBC accessibility (barrier-free) requirements (in whole or in part, as applicable). Accessibility is further discussed in Section 5.0 below.

#### **4.3.2 Auditorium and Stage Areas**

Auditorium areas are mostly considered suitable for similar (Group A, Division 2) uses and could likely be maintained accordingly. Demolition of the stage and related second storey areas would eliminate some restrictive requirements, including sprinklers, under OBC 3.3.2.12. *Stages for Theatrical Performances*. Other assembly or mercantile (Group E) uses (flea markets, etc.) or other uses could also be considered with minimum modifications to the space.

This area is not currently considered universally-accessible and no accessible washrooms are available. Renovations would be required accordingly and as indicated in Section 5.0 below.

Extending second storey areas into this space is not currently considered feasible or recommended. Portioning the space into smaller areas or compartments (i.e. offices) could be considered, but the extended ceiling height would generally be unusable and inefficient.

#### **4.3.3 Lion's Den and Legion Hall Areas**

Basement areas are predominantly considered currently suitable for similar uses (Group A, Division 2) and could likely be maintained accordingly. Group E mercantile, or Group D, office uses could also be considered.

Each area is currently considered to have one (1) OBC compliant exit and would need to be restricted to an occupant load of 60 persons accordingly. Additional exits would need to be provided for higher occupant loads.

This area is not currently considered universally-accessible and no accessible washrooms are available. Renovations would be required accordingly and as indicated in Section 5.0 below.

Portioning the space into smaller areas or compartments (i.e. offices) could be considered.

#### **4.3.4 Other Areas**

Other main floor, second storey, and basement areas are mainly considered suitable for Group D office uses or other uses ancillary to any proposed adjacent occupancies.

These areas are not currently considered universally-accessible and no accessible washrooms are available. Renovations would be required accordingly and as indicated in Section 5.0 below.

#### **4.3.5 Main Stairwell**

The configuration of the main stairwell (as indicated in above items 4.2.1.1., 4.2.1.2., and 4.2.1.3.) would need to be addressed. It currently appears that compliance with OBC 3.4.4.1. would require extensive renovation in, and separation from, the lobby (extending to the building exterior) and would restrict exit requirements from the assembly area. Compliance with OBC 3.4.4.2.(2) would require extensive renovation in, and separation from, the lobby. Alterations would likely extend into the lobby and would restrict exit requirements from the auditorium. Additional fire separations would need to be installed in the basement and second storey. Any OBC compliant change of use or renovation would trigger this work. Alternatively, the current stair location could be abandoned, and a new code-compliant exit stair installed.

#### **4.3.6 Existing Retrofit Stairwell**

The existing retrofit stairwell would not be an acceptable exit under any change of use or renovation. Without the second storey assembly room being used as such, the stairwell is generally considered redundant and should be removed.

#### 4.3.7 Washrooms

Outside the scope of Section 5.0, washrooms are required to be available to all users of the building.

With respect to the OBC, the washrooms will need to be reviewed under the proposed major occupancies and occupant load and may need to be expanded or replaced.

It can be noted as an example that the existing basement washrooms (not otherwise associated with the Legion Hall) would be considered to conform to the requirements of OBC 3.7.4. *Plumbing Facilities* for 3 male water closets and 4 female water closets. As the only facilities accessible to the auditorium area (assembly occupancy), these facilities would be considered sufficient for the following occupant loads:

- 4.3.7.1. Occupant load of 250 persons (150 males and 100 females) under OBC 3.7.4.3.(1), for general assembly type occupancy requirements;
- 4.3.7.2. Occupant load of 240 persons (105 males and 135 females) under OBC 3.7.4.3.(4), dining room type occupancy requirements; and,
- 4.3.7.4. Occupant load of 600 (300 males and 300 females) under OBC 3.7.4.3.(12) for dance halls and recreation facilities.

With respect to a change in occupancy and renovation, OBC compliance alternative number A66 (Table 11.5.1.1.A.) could be applied and would generally allow and increase in occupant load of up to 15% prior to requiring additional facilities. With respect to the current maximum posted occupancy of the auditorium of 408 (nonfixed chairs), 322 (dining), 278 (alcohol) and 650 (standing), the existing washrooms would only be considered just sufficient for the standing occupancy under OBC 3.7.4.3.(12).

In general, most parts of the building are served by the aforementioned basement men's and women's washrooms. There is one additional second storey (one water closet) washroom that would apparently be available for general use. These washrooms are generally considered insufficient for all current occupancies under OBC 3.7.4.

There are also two other (one men's and one women's) washrooms associated only with the Legion Hall. These washrooms are generally considered suitable for the area served (Legion Hall and ancillary spaces).

#### 4.3.8 Sprinkler Systems

As indicated above, installation of local sprinkler systems would provide required or alternative compliance with respect to otherwise deficient construction or issues. Where partial systems are deemed warranted, installation of a full building system should also be considered. Sprinkler systems would require additional space allocations and building services are discussed further in Section 6.0.

#### 4.3.9 Structural Systems

No apparent or systemic issues were noted with respect to the building structure and it is considered suitable for the large occupancy loads to which it has been subjected. In general, the northern, two-storey part of the building (predominantly concrete and brick masonry construction) is considered more suitable to structural modifications than the south part (predominantly OWSJ and terracotta masonry construction). However, interior parts of the building may not be economically suitable for large scale accessibility upgrades. Upgrades such as new fire rated assemblies, partitions and sprinkler systems etc. will have to be assessed to the weight (load) they will add to existing components. All new penetrations through brick and terracotta walls will need to be detailed with appropriate structural support.

Greenview notes that the south exterior exit stairs should be repaired as soon as possible with respect to noted foundation issues (as indicated in Section 3.2 above). Exterior brick, stucco, and other cladding repairs should be considered.

#### 4.3.10 Energy Efficiency

Energy Efficiency is specifically covered under OBC Part 12 *Resource Conservation*. Part 12 reverts to Supplementary Standard SB-10 under most conditions and only in SB-10 does it indicate, under Article 1.1.1.1. *Application*, that:

- (2) The energy efficiency of existing buildings shall comply with
  - (a) Part 10 of Division B of the Building Code with respect to change of use, or
  - (b) Part 11 of Division B of the Building Code for renovation.

In general, energy efficiency is considered to apply to the requirements for *building systems* as defined only under OBC Part 11:

*Building system* means a combination of elements or components that form a complete major division of *construction* in the design of a *building* or part of a *building*, including a structural or framing system, a waterproofing system, a *drainage system*, an *exterior cladding system*, a roofing system, a window system, a *partition system*, a corridor system, a stair system, a fire alarm and detection system, a sprinkler system or a heating, ventilation or *air-conditioning system*, a *foundation system*, a standpipe and hose system, a flooring system, a *plumbing system*, a *sewage system* or an electrical system.

Any individual *building system* may be materially altered or repaired under other requirements as outlined OBC Part 11. Any new building system would need to be implemented to all other applicable parts of the OBC including the energy efficiency requirements of Part 12. With respect to extensive renovations, existing building envelopes would need to be maintained, but not otherwise upgraded, to the requirements of OBC Part 12 and SB-10. However existing heating, ventilation, and air conditioning (HVAC) systems may need to be replaced to current requirements. Where possible, all related systems (i.e. building envelopes etc.) should be upgraded to ensure maximum efficiency of all parts.

Where possible, vestibules should be installed at all new and existing principle entrances.

## **5.0 Building Accessibility**

Apart from the vacant Community Cancer Care office space (southeast corner of building basement), the building is not currently considered accessible. The south entrance to the Lion's Den is considered too narrow and restrictive for wheelchair access and all other entrances require stair access. Interior stairs restrict movement throughout the building including access to all three existing washrooms. The floor level changes between all areas of the basement (Lion's Den, Legion Hall, and front basement) further restrict access to shared areas. None of the existing washrooms are considered accessible or suitable (or large enough) for full accessible renovations. There are no universal washrooms in the building.

OBC accessible upgrades would only apply to new construction, change of use, or renovation and are not otherwise required. That being noted, the municipality as owner and the various organisations using the building have an obligation to provide accessible services under the AODA. It is generally up to the individual organisations to determine how services will be made accessible but where building alterations are considered, they should be completed to the minimum requirements of the OBC.

In general, building accessibility has been considered, to OBC requirements, as follows.

### **5.1 Main Floor**

A ramp or elevator (or similar device) would need to be installed to access the main floor. A ramp is considered feasible and had previously been detailed in prior reviews (item 2.2.1.1. above). With a ramp and related entrance modifications installed, the main lobby, auditorium, and some ancillary spaces would become accessible. The Cadet offices would not be accessible without modifications to principle entrances and an interior door.

No washrooms are provided on the main floor. Either main floor barrier-free washrooms or barrier-free access (elevator) to barrier-free washrooms on other levels would need to be provided. The building currently has no washrooms considered barrier-free.

### **5.2 Second Storey**

An elevator (or similar device) would need to be installed to access the second storey. Barrier-free washrooms could be provided on other storeys accessible by the elevator installation.

### **5.3 Basement**

The basement is currently configured with three separate floor levels with non-code compliant steps between each level. Accessing the basement and all three levels would require ramps and/or an elevator (or similar device).

### **5.4 New Ramp and Main Entrance Configuration**

Ramp access to the main floor has been considered in Section 5.1, and other parts of the study. The surrounding grade considered to be highest at the northwest corner of the building, with a change in elevation of approximately 0.8m (at the building) and an estimated change in elevation of approximately 1.3m at the west corner of the existing entrance stair (at the sidewalk). A barrier-free ramp would need to be configured with a maximum slope of 1V:12H (in conformance with OBC 3.8.3.4.). As the existing exterior stair would have to be reconfigured to provide a level entrance (raised approximately 0.6m and extended accordingly), it currently appears that any new ramp may not fit in the area to the west of the door (without obstructing the existing vehicle access) but may fit to the east.

It is noted that although the principle entrance to the building is required to be barrier-free (OBC 3.8.1.2.(2)), OBC compliance alternative number A70 (Table 11.5.1.1.A.) would allow the main entrance to remain in its current



configuration if an alternative barrier-free entrance was provided. An entrance ramp could also be configured in the location of the existing kitchen entrance.

## **5.5 Elevator**

Retrofit elevators (or like equipment) have been considered both exterior to, and within, the building structure. A new elevator would either need to be designed in conjunction with any new exterior ramp location or could be configured for level (at grade) access and thereby obviating the need for an exterior ramp. An at-grade entrance design would require an enclosed vestibule and an elevator configured with two entrance doors (to allow intermediate floor levels).

Due to the existing structural constraints, an at-grade accessible elevator configuration does not currently appear feasible within the limits of the existing building. Possible exterior locations were considered just south of the kitchen entrance, and just south of the Legion Hall entrance adjacent to the main entrance. At present, the Legion Hall location is not considered feasible within the property limits, while the front location would be most obtrusive. At present, the kitchen location appears the most suitable for elevating or like equipment.

Existing floor level access might also be accommodated with an interior retrofit. Care will have to be taken to fully determine the nature of the existing (concrete) floor structure to accommodate openings for elevator shafts. Excavations and new foundations will be required for most elevators (or lift) types. New concrete or masonry shaft walls could be configured to support floor openings, elevator assemblies, etc. as required.

## 6.0 Recommendations

Modifying the building to accommodate barrier-free requirements will require extensive renovations to washrooms and level entrances. Related items that will also need to be considered include building fire and life safety requirements.

In general, the installation of sprinkler systems would allow stage areas to be used for theatrical performances (under OBC 3.3.2.12) and would be a suitable alternative compliance (per OBC Table 11.4.3.4.A., for H.I. = 4) to providing an FRR system to deficient floor assemblies (auditorium floor over basement, et al per OBC). Sprinkler systems may also have to be installed in certain areas depending on elevation classification and would alleviate some other code requirements (e.g. OBC 3.2.5.2. *Access to Basements*).

Greenview provides the following recommendations with the understanding that a sprinkler system will be installed.

### 6.1 Sprinkler System

The installation of a sprinkler system will require a new incoming water service for the building, and the allocation of a Sprinkler Room in proximity to the main entrance. A flow and pressure test report will be required from a nearby fire hydrant to verify adequacy of flow/pressure at the building.

Installation of a sprinkler system will require applicable modifications to other building systems and will need to be configured for any of the following.

### 6.2 Fire Alarm

Required modifications to the fire alarm system will need to be assessed throughout the building based on the complete scope of work. New manual pull stations will need to be added specific renovations itemised below. new and existing manual pull stations should all be set in conformance with OBC 3.8.1.5.(c)(i) (at 1,200mm above the finished floor) to comply with barrier-free requirements.

### 6.3 Barrier-Free Washrooms

Provided that a barrier-free path of travel can be added to the north part of the existing basement, extensive renovations to the existing washroom should be considered. Provided a barrier-free path of travel can be added from the Legion Hall to the washroom location, all four existing basement washrooms should be amalgamated. Pending adding a servicing study to the building, Greenview recommends keeping the total number of water closets (toilets and/or urinals) unchanged. One, single, water closet Universal Washroom would be added to the basement in accordance with OBC 3.8.2.3.(2), et al. One, single, toilet washroom should also be added (either in the basement or main floor) for kitchen staff in accordance with OBC 3.7.4.3.(8). Re-configuring the male washroom for four (4) water closets (two (2) toilets and urinals), and the female washroom for six (6) toilets, while also accounting for the universal washroom (per OBC 3.7.4.3.(7)), would count for five (5) male and seven (7) female water closets for each sex and would be sufficient for the following occupant loads:

- 6.3.1. Building occupant load of 475 (300 males and 175 females) per OBC Table 3.7.4.3.A. for general assembly occupancies.
- 6.3.2. Building occupant load of 390 (165 males and 225 females) per OBC Table 3.7.4.3.D. for general dining occupancies.
- 6.3.3. Building occupant load of 1,025 (500 males and 525 females) per OBC 3.7.4.3.(12). for dance hall and recreational establishments.

Final fixture counts could be varied according to planned building use as required. The intent would be to keep the existing second storey washroom either in its current configuration and location or moved as otherwise

required. For the above described male and female washrooms, each would require one barrier-free water closet stall. A barrier-free urinal would be required for the male washroom as described.

New plumbing fixtures would be installed in conformance with OBC barrier-free requirements and all applicable standards. Existing below slab piping (waste pipes and venting) would be removed to a suitable connection point and replaced accordingly.

Heating and ventilation equipment would need to be replaced accordingly. Existing hydronic heating units would be replaced with convectors of radiant ceiling panels with associated heating lines as required. Ventilation systems will have to be included to OBC 6.2.2.1.(2).

Door operators, emergency call systems and emergency lighting will need to be added to all new washrooms as applicable (including provisions per OBC O.Reg. 88/19). New LED lighting fixtures are recommended for all renovated areas. The electrical distribution system will need to be upgraded accordingly.

Fire Alarm systems would need to be reviewed and modified accordingly.

#### **6.4 Basement Ramp Access/Exit**

With barrier-free access is provided to the basement from one location only, a ramp would be required for the access to all noted basement floor levels. The ramp could be configured to provide level access/exit for both the Lion's Den and the Legion Hall. If possible, the ramp should be configured with a 1V:20H slope to address more restrictive ramp requirements (OBC 3.8.3.4.(3)). At present, it appears that the ramp could be configured as a corridor located just south of the existing stairwell and extending from the existing Legion Hall entrance (lowest level) to the existing Lion's Den entrance. The new Lion's Den entrance/exit (into the corridor) would be located towards the middle of the basement.

Figure 1 shows the ramp in preliminary layout. The ramp would provide level access to either of the proposed elevator locations. The ramp would be configured as a corridor with exits at either end. In this configuration, both the Lion's Den and the Legion Hall would only be considered to have one exit each. Other exits would need to be configured for occupant loads over 60 persons.

Heating and ventilation equipment would need to be replaced accordingly. Existing hydronic heating units would be replaced with convectors of radiant ceiling panels with associated heating lines as required. Ventilation systems will have to be included to OBC 6.2.2.1.(2).

Door operators, exit signs and emergency lighting will need to be added as applicable. New LED lighting fixtures are recommended for all renovated areas. The electrical distribution system will need to be upgraded accordingly.

Fire Alarm Systems would need to be reviewed and modified accordingly.

#### **6.5 Elevator and Exterior Ramps**

Two preliminary elevator location alternatives are indicated in Figure 1. As configured, Elevator Alternative 1 would be completely within the existing structure while Elevator Alternative 2 would be constructed as an addition to the building. Elevator Alternative 2 would have to be configured with doors on two sides to allow a level entrance at grade. Elevator Alternative 1 is shown with added lobby areas on the basement and second storey levels. In general, a standard elevator, Limited Use Limited Application (LULA) elevator, or an accessibility lift could be considered for the application. All would be considered to be hydraulically-operated and would also require equipment and machine space at/near the shaft location.

In general, Elevator Alternative 2 is considered to require more extensive renovations to the interior of the building. The existing terracotta walls are considered to be less suitable for new openings than the adjacent brick masonry. Elevator Alternative 2 could be configured so as to obviate the need for an exterior ramp for building access and is shown in conjunction with a new stair in Figure 1.

Heating and ventilation equipment would need to be replaced accordingly with additional requirements for elevator equipment areas. Existing hydronic heating units would be replaced with convectors of radiant ceiling panels with associated heating lines as required. Ventilation systems will have to be included to OBC 6.2.2.1.(2).

Door operators, exit signs and emergency lighting will need to be added as applicable. New LED lighting fixtures are recommended for all renovated areas. The electrical distribution system will need to be upgraded accordingly. The existing single-phase service is not considered suitable for other than the LULA or accessible lift.

Fire Alarm systems would need to be reviewed and modified accordingly.

## **6.6 Stairwell and Main Lobby**

The existing main stairwell should be separated from all other parts of the building with fire separations and fire doors. It does not appear feasible to provide a direct connection from the stairwell directly to the building exterior therefore, the main floor lobby should be renovated for compliance with OBC 3.4.4.2. *Exits through Lobbies*.

Figure 1 shows required fire separations at the basement, main floor and second storey levels. To accommodate the main floor fire separations, the auditorium entrance has been moved to the centre of that space with the adjacent lobby wall accordingly. The width of the exit from the auditorium to the exterior is shown at 2.4m wide through the lobby. The stair between the auditorium and the second storey would be removed.

Heating and ventilation equipment would need to be replaced accordingly with additional requirements for elevator equipment areas. Existing hydronic heating units would be replaced with convectors of radiant ceiling panels with associated heating lines as required. Ventilation systems will have to be included to OBC 6.2.2.1.(2).

Door operators, exit signs and emergency lighting will need to be added as applicable. New LED lighting fixtures are recommended for all renovated areas. The electrical distribution system will need to be upgraded accordingly. The existing single-phase service is not considered suitable for other than the LULA or accessible lift.

Fire alarm systems would need to be reviewed and modified accordingly.

## **6.7 Other Items**

Determining the future use and occupancy of the building would dictate what recommendations would be most required. If the main floor kitchen facilities are to be kept, a washroom for kitchen staff should be added. If possible, the main floor kitchen should be used for all other areas and the existing basement kitchen removed. With the basement kitchen removed, the south part of the basement should be reconfigured for exiting purposes.

Exit signage, emergency lighting, and fire alarm systems et al, would need to be reviewed and modified accordingly.

## **6.8 Exterior Areas**

Designated accessible parking areas compliant with the AODA (or more restricted municipal regulations) and a loading zone compliant with OBC 3.8.2.2. should be added. A barrier-free path of travel would need to be extended from the building to any such area. Exterior lighting to OBC 3.8.1.6. would need to be extended to any such area.

## 7.0 Fire Code Audit

As indicated Section 2.1 of this report, the Ontario Fire Code (OFC) only governs buildings not otherwise regulated under the Ontario Building Code (OBC) and only as it pertains to the existing use and configuration. This section has been included to meet Phase 4 of the City's objectives of the project only, as it pertains to the purpose and scope of the OFC. Required compliance with Fire and Life Safety items arising from the proposed building uses (per the City's scope) are indicated in other sections of this report and with respect to the more restrictive requirements of the OBC.

It is noted that Division B of the OFC regulates proscriptive *acceptable solutions* unless otherwise provided by:

- Exceptions granted by the *Chief Fire Official* under OFC 9.1.2.2. (6);
- Life Safety Studies under OFC 9.1.4. or;
- *Alternative solutions* under OFC Division C, Subsection 1.3.2.

## 7.1 Documentation

### 7.1.1 Inspection and Testing

Provided documents (as indicated in section 2.2.2. Inspection Reports) are deemed to be comprehensive with respect to procedures required under the OFC. The scope this audit is not considered to be comprehensive where otherwise covered in the provided documentation. This audit did not include any comprehensive testing of equipment under the requirements of the OFC. Unless otherwise indicated, this Audit is limited to the configuration of systems as otherwise governed under the OBC.

### 7.1.2 Life Safety Study

Life Safety Studies are governed under Section 9.1.4. of the OFC. Required documentation has not been provided or reviewed. It is currently understood that there are no Life Safety Studies in effect for the building.

### 7.1.3 Alternative Solutions

*Alternative solutions* are governed under Division C, Subsection 1.3.2. of the OFC. Required documentation has not been provided or reviewed. It is currently understood that there are no Alternative solutions in effect for the building.

## 7.2 Existing Occupancy and Means of Egress

The building occupancy is as indicated in Section 4.1 above. An assessment of individual areas is as follows:

### 7.2.1 Auditorium and Community Hall

The auditorium appears to have a maximum posted occupancy of 650 (unmounted notice of occupancy at bar) and three means of egress. The means of egress are through the lobby (exit) and to the east and west of the stage (exits). The kitchen has a separate means of egress (exit) but is not, in itself, considered an exit.

### 7.2.2 Legion Hall

The Legion Hall appears to have a maximum posted occupancy of 258 (unmounted notice of occupancy at bar) and two means of egress. The means of egress are through the east legion entrance and to the main stairwell (through lobby). The kitchen and south basement entrance are not considered a required means of egress.

### 7.2.3 Lion's Den

The Lion's Den has a maximum posted occupancy of 59 (notice of occupancy on wall for banquet room) and one means of egress. The exit is to the main stairwell (through lobby).

### 7.2.4 Community Cancer Care

This area of the basement was not accessed during any site visitation. However, floor area has been calculated at approximately 45m<sup>2</sup>. The area is used for a Group D Business and Personal Service Occupancy. In accordance with OFC 2.1.2.1 and 2.7.1.4., the occupant load for this area is considered to be 5 persons. The means of egress is provided through an exterior exit door.

### 7.2.5 Royal Canadian Army Cadets

The floor area has been calculated at approximately 66 m<sup>2</sup>. The area is used for a Group D Business and Personal Service Occupancy. In accordance with OFC 2.1.2.1 and 2.7.1.4. the occupant load for this area is considered to be 7 persons. The means of egress is through the lobby (exit).

### 7.2.6 Second Storey

The second storey floor area has been calculated at approximately 130m<sup>2</sup> including the 69m<sup>2</sup> meeting room. The area is used for a Group D Business and Personal Service Occupancy and for meetings. In accordance with OFC 2.1.2.1 and 2.7.1.4. the minimum occupant load for this area is considered to be 14 persons but would be assumed to be higher depending on how the meeting area is used. The occupant load is not posted and is therefore considered to be 60 or less (per OFC 2.7.1.5. (1)). The means of egress is to the main stairwell (through the lobby exit) and via the retrofit stairwell (as outlined in 4.2.1.4 et al).

## 7.3 Fire and Life Safety Systems.

In general, Group D, Business and Personal Service Occupancies are only governed under their existing configuration (i.e. the OFC does not govern retrofit under Division B, Part 9). In general, Group A, Assembly Occupancies are governed under their existing configuration but are also required to be retrofit only as required under Sections 9.1 and 9.2 of the OFC.

### 7.3.1 Exits

Exterior *exits* are comprised of all exterior doors and stairs. Interior *exits* are considered to be limited to the two interior stairwells and the main entrance lobby.

It is noted that interior passageways (although part of the means of egress) have not been configured as and would not be considered *exits*. It is also noted that stairs in the stage area would not be considered exits given the size of the upper floor area and the proximity of the nearest exterior exit.

The following deficiencies were noted with respect to exits:

- 7.3.1.1. As outlined in sections 4.2.1.1. to 4.2.1.3., the configuration of the main stairwell and lobby is considered deficient with respect to exit requirements. It is noted that this has been identified by the Chief Fire Official and resolved to their satisfaction (Ref. 2.2.2.1 above). Without additional documentation the stair and lobby are considered exempt with respect to the requirements for exits and are only considered an acceptable means of egress (per OFC 9.1.2.2. (6)). No action is considered required.
- 7.3.1.2. Deficiencies noted in sections 4.2.1.5 and 4.2.1.6. are not regulated under the OFC and therefore the Legion Hall is considered to have 2 means of egress under the OFC (only as allowed under section 7.3.1.1.). No action is considered required.

- 7.3.1.3. As outlined in Section 4.2.1.4. the retrofit stairwell cannot be considered an exit. With respect to Section 7.2.6., the retrofit stairwell is not considered to be required as a means of egress or exit. No action is considered required; however, this should be reviewed with the Chief Fire Official.

### **7.3.2 Exit Signs**

*Exit signs* were reviewed per areas outlined in section 7.2 and 7.3.1.

- 7.3.2.1. The auditorium is provided with exit signs at each of three doors. For the posted occupant load of 650, no OFC deficiencies were noted
- 7.3.2.2. The Legion Hall is only provided with one exit sign. The posted occupant load of 258 would require a second means of egress. The main stairwell could be considered a compliant means of egress only as allowed under section 7.3.1.1 above. An exit sign should be installed at this location per 86-OBC 3.4.5. (per OFC 9.2.3.13.).
- 7.3.2.3. The Lion's Den is provided with an exit sign to the main stairwell. For the posted occupant load of 59, no OFC deficiencies were noted.
- 7.3.2.4. The Community Cancer Care offices, Royal Canadian Army Cadets offices, second storey and other occupied areas are not regulated under OFC Part 9. Existing signage would only be regulated under OFC 2.7.3. as reviewed by others (Ref 2.2.2). No other OFC deficiencies were noted.
- 7.3.2.5. Other access to exit areas were reviewed, other than the lobby, all exterior exit doors were signed. Directional signs are considered recommended between the basement assembly areas where access to exit uses the main stairwell and the access exit path is not otherwise obvious. No other OFC deficiencies were noted.

### **7.3.3 Emergency Lighting**

Emergency lighting was reviewed per areas outlined in Section 7.2 and 7.3.1.

- 7.3.3.1. The auditorium is provided with emergency lighting at exits and access to exit doors. No OFC deficiencies were noted unless defined as an open floor area. Additional emergency lighting would be required for "principal routes providing access to exit in an open floor area" per 86 OBC 3.2.7.3.(1)(b)(iii) (per OFC 9.2.3.12.). The absence of "natural light" would also trigger the requirement for emergency lighting throughout the floor area per 86 OBC 3.2.7.3.(1)(e)(ii) (per OFC 9.3.12.).
- 7.3.3.2. The Legion Hall is not provided with emergency lighting. The posted occupant load of 258 and the absence of "natural light" would trigger the requirement for emergency lighting throughout the floor area per 86 OBC 3.2.7.3.(1)(e)(ii). We recommend that emergency lighting be installed.
- 7.3.3.3. The Lion's Den is provided with emergency lighting. For the posted occupant load of 59, no OFC deficiencies were noted.
- 7.3.3.4. The Community Cancer Care offices, Royal Canadian Army Cadets offices, second storey and other occupied areas are not regulated under OFC Part 9. Existing emergency lighting would only be regulated under OFC 2.7.3. as reviewed by others (Ref 2.2.2). No other OFC deficiencies were noted.
- 7.3.3.5. Other means of egress, access to exit and exits were reviewed. 86 OBC 3.2.7.3.(1)(a) (per OFC 2.7.3.) would only govern emergency lighting in the corridor area connecting the Legion Hall and Lion's Den the main stairwell. Emergency lighting was installed in this location. 86 OBC 3.2.7.3.(1)(b) (per OFC 2.7.3.) would govern the main lobby and main stairwell (acting as required exits). Emergency lighting was noted in the lobby only but was located so as to illuminate part the stair. It

is recommended that lighting levels are confirmed for the stair (min 10 lx for treads). Stairs from the upper storey were/were not equipped with emergency lighting although not technically governed under OFC Part 9, installation of new units would be recommended. No other OFC deficiencies were noted.

#### **7.3.4 Fire Alarm**

As indicated in Section 4.2.4, a fire alarm is considered required and has been equipped for the entire building. The system is understood to be relatively new (July 2016). The system was reviewed and the following items were specifically noted.

- 7.3.4.1. The fire alarm system shall be installed in accordance with CAN4-S524 – “Standard for the Installation of Fire Alarm Systems” (OBC-86 3.2.4.5 (1). A noted deficiency was identified in the GRL Report, indicating that there are no isolation modules installed in the detection loop. Isolations modules are required at all locations where the fire alarm wiring crosses a fire separation or enters a separate fire compartment. There are currently considered to be no fully confirmed fire compartments in the building.
- 7.3.4.2. The OFC (OFC 9.2.4.1.(1)) specifically excludes the requirement for direct fire department notification as otherwise required by 86-OBC 3.4.2.7 (or OBC 3.2.4.8). However, A notification system does appear to have been retrofit to the existing fire alarm as indicated in the July 18, 2018 GRL testing report (Ref. 2.2.2.3. above). It appears that this may have been installed as an approved alternative, under OFC 9.1.1.3 to offset other deficiencies as reported in the September 22, 2014 Fire Code Inspection Report item 7 (and as related items 4.2.1.1. and 4.1.1.2. above, etc.).
- 7.3.4.3. The main fire alarm control panel, with separate zone / device location annunciation capabilities is located at the main entrance, which is readily accessible to fire fighters entering the building (OBC-86 3.2.4.8 (1)).
- 7.3.4.4. The Fire Alarm system is equipped with the required internal battery back-up to provide a minimum 30 minutes of alarm at full operation (OBC-86 3.2.4.6 (1)).
- 7.3.4.5. Fire Alarm Fire Detectors (Heat and Smoke Detectors) are installed throughout and appear to be in general conformance with the requirements of OBC-86 3.2.4.10.
- 7.3.4.6. It should be noted that six (6) fire alarm smoke detectors are installed and located within the attic space, as identified by the GRL Report.
- 7.3.4.7. Fire Alarm Manual Pull Stations are installed throughout and appear to be in general conformance with the requirements of OBC-86 3.2.4.12.

The fire alarm system is generally considered in compliance with the OFC.

#### **7.4 Recommendations**

Additional signs should be installed per items 7.3.2.2 and 7.3.2.5 above. We have accounted for a total of three signs for preliminary budgetary purposes.

Additional emergency lighting should be installed per item 7.3.3.2 above. Upgrades to emergency lighting were required under the 2014 OFC Inspection Report (Ref 2.2.2.1.). Areas indicated in items 7.3.3.1., and 7.3.3.5 should be considered for additional installations or should undergo further review by the Chief Fire Official. We have accounted for a total of six units in the Legion hall only.



## 8.0 Closing

We thank the City of Temiskaming Shores for the opportunity to serve the municipality with respect to this study and its recommendations. We trust this report and its findings are beneficial in the City's consideration for future efforts in this regard.

This report and its findings are governed by the attached statement of service qualifications and limitations (Appendix C).

All respectfully submitted by,

**Greenview Environmental Management Limited**



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Henry S. Hutchison, P.Eng., B.Arch.  
Senior Project Engineer



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Tyler H. Peters, P.Eng.  
Project Director

**Tables**



**Table 1**  
Preliminary Cost Estimate  
Accessibility Upgrades - Feasibility Study  
New Liskeard Community Hall  
City of Temiskaming Shores

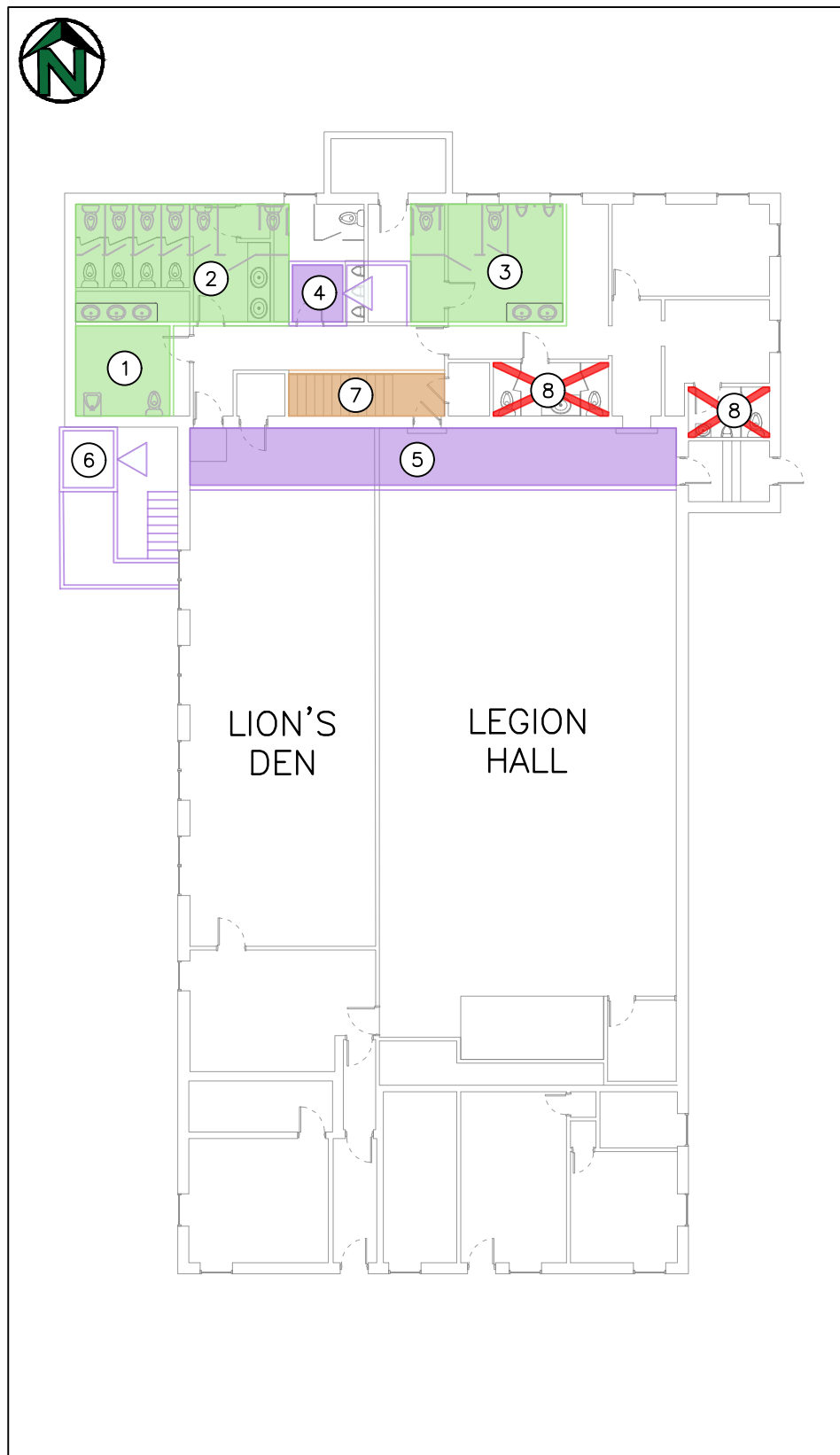
Study Reference	Description	Unit	Estimated Quantity	Unit Cost	Total Cost
<b>6.0</b>	<b>Recommended Work - Change of Use and Renovation</b>				
1.	Designated Substance Survey	LS	1	\$ 10,000	\$ 10,000
2.	Miscellaneous	LS	1	\$ 10,000	\$ 10,000
	<b>Subtotal</b>				<b>\$ 20,000</b>
<b>6.1</b>	<b>Sprinkler System</b>				
1.	Servicing	LS	1	\$ 25,000	\$ 25,000
2.	Sprinkler Room	LS	1	\$ 25,000	\$ 25,000
3.	Sprinkler System - Basement	m <sup>2</sup>	500	\$ 50	\$ 25,000
4.	Sprinkler System - Remaining Building Areas	m <sup>2</sup>	600	\$ 50	\$ 30,000
	<b>Subtotal</b>				<b>\$ 105,000</b>
<b>6.2</b>	<b>Fire Alarm Basic</b>	LS	1	\$ 10,000	\$ 10,000
	<b>Subtotal</b>				<b>\$ 10,000</b>
<b>6.3</b>	<b>Barrier-Free Washrooms</b>				
1.	Demolition	LS	1	\$ 25,000	\$ 25,000
2.	Walls, Ceilings, Concrete (Floors) Finishes, Concrete Floors	LS	1	\$ 20,000	\$ 20,000
3.	Partitions, Counters	LS	1	\$ 15,000	\$ 15,000
4.	HVAC, Plumbing Fixtures, Electrical	LS	1	\$ 75,000	\$ 75,000
	<b>Subtotal</b>				<b>\$ 135,000</b>
<b>6.4</b>	<b>Basement Ramp Access</b>				
1.	Demolition	LS	1	\$ 10,000	\$ 10,000
2.	Walls, Ceilings, Concrete (Floors) Finishes, Concrete Floors	LS	1	\$ 10,000	\$ 10,000
3.	Doors, Handrails	LS	1	\$ 10,000	\$ 10,000
4.	HVAC, Electrical	LS	1	\$ 7,500	\$ 7,500
	<b>Subtotal</b>				<b>\$ 37,500</b>
<b>6.5</b>	<b>Elevator and Exterior Ramps</b>				
1.	Demolition	LS	1	\$ 10,000	\$ 10,000
2.	Walls, Ceilings, Concrete (Floors) Finishes, Concrete Floors	LS	1	\$ 10,000	\$ 10,000
3.	Railings and Miscellaneous	LS	1	\$ 5,000	\$ 5,000
4.	Elevator / Lift (LULA)	LS	1	\$ 150,000	\$ 150,000
5.	HVAC, Electrical	LS	1	\$ 37,500	\$ 37,500
	<b>Subtotal</b>				<b>\$ 212,500</b>
<b>6.6</b>	<b>Stairwell and Main Lobby</b>				
1.	Demolition	LS	1	\$ 25,000	\$ 25,000
2.	Walls, Ceilings, Concrete (Floors) Finishes, Concrete Floors	LS	1	\$ 10,000	\$ 10,000
3.	Doors	LS	1	\$ 10,000	\$ 10,000
4.	HVAC, Electrical	LS	1	\$ 40,000	\$ 40,000
	<b>Subtotal</b>				<b>\$ 85,000</b>
<b>6.7</b>	<b>Other Items (Kitchen Washroom, Basement Kitchen Demolition and New Basement Exit)</b>				
1.	Demolition	LS	1	\$ 15,000	\$ 15,000
2.	Walls, Ceilings, Concrete (Floors) Finishes, Concrete Floors	LS	1	\$ 10,000	\$ 10,000
3.	Doors	LS	1	\$ 5,000	\$ 5,000
4.	HVAC, Electrical	LS	1	\$ 40,000	\$ 40,000
	<b>Subtotal</b>				<b>\$ 70,000</b>
<b>6.8</b>	<b>Exterior Areas</b>				
1.	Demolition	LS	1	\$ 10,000	\$ 10,000
2.	Curbs, Sidewalks	LS	1	\$ 15,000	\$ 15,000
3.	Painting & Signage	LS	1	\$ 5,000	\$ 5,000
4.	Electrical	LS	1	\$ 40,000	\$ 40,000
	<b>Subtotal</b>				<b>\$ 70,000</b>
	<b>Subtotal - All Elements</b>				<b>\$ 745,000</b>
	Add Renovation Difficulty/Complexity Factor (+20%)				\$ 149,000
	Add General Contracting Factor (+10%)				\$ 74,500
	<b>Grand Totals</b>				<b>\$ 968,500</b>
	Contingency (+/- 25%: Low Range (-25%))				\$ 726,375
	Contingency (+/- 25%: High Range (+25%))				\$ 1,210,625
<b>7.0</b>	<b>Fire Code Audit Recommended Work</b>				
1.	New Exit Signs	EA	3	\$ 500	\$ 1,500
2.	New Emergency Lighting	EA	6	\$ 500	\$ 3,000
	<b>Subtotal</b>				<b>\$ 4,500</b>

**Notes:**

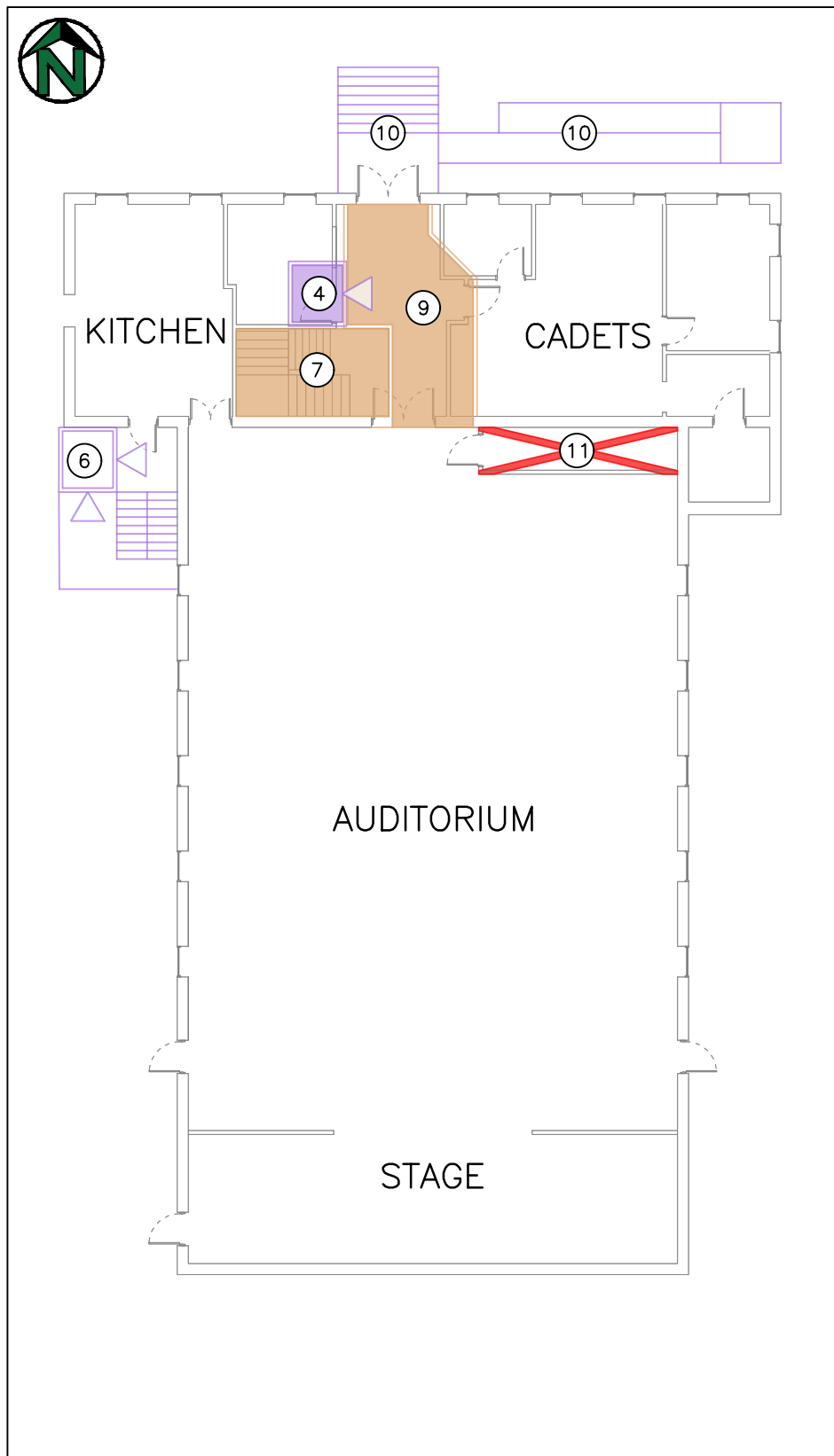
- Cost estimates exclude design and engineering requirements, to be determined based on scope confirmations.

## Figures

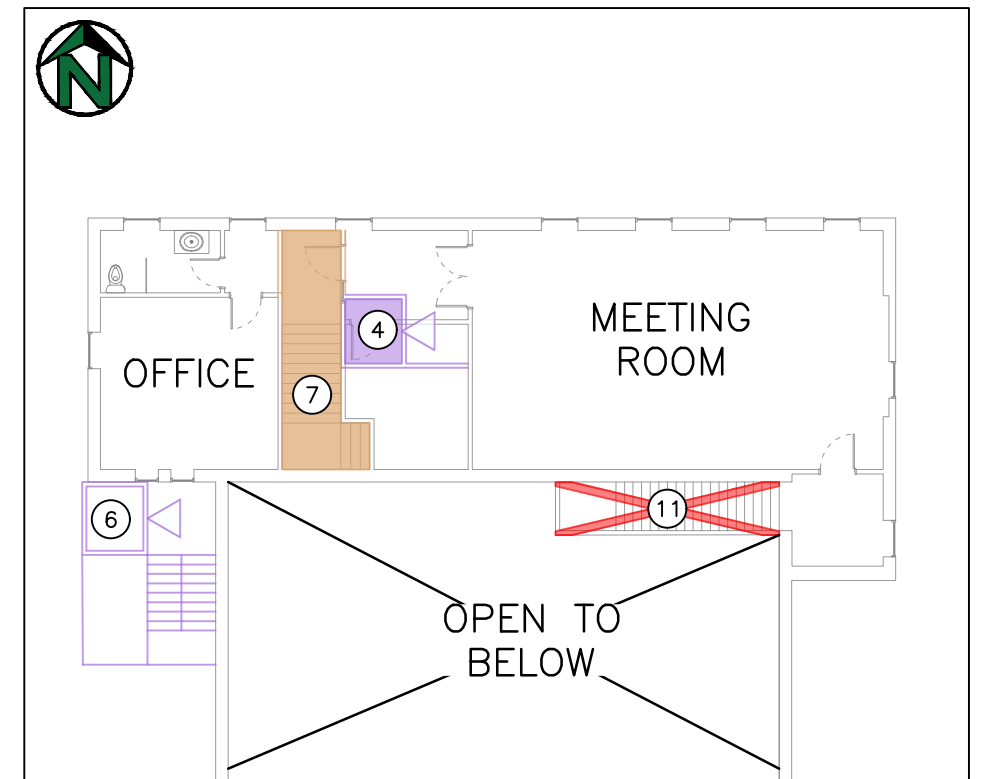




**BASEMENT**  
1:200















**MAIN FLOOR**  
1:200



**SECOND STOREY**  
1:200

### LEGEND


-  NEW ELEVATOR ACCESS DOOR.
-  NEW UNIVERSAL WASHROOM.
-  NEW WOMEN'S WASHROOM.
-  NEW MEN'S WASHROOM.
-  NEW INTERIOR ELEVATOR OR ALTERNATIVE.
-  NEW SLOPED CORRIDOR.
-  ALTERNATIVE EXTERIOR ELEVATOR CONFIGURATION.
-  STAIRWELL ALTERATIONS. FIRE SEPARATION REQUIRED FOR EXIT.
-  REMOVE EXISTING WASHROOM.
-  NEW LOBBY CONFIGURATION.
-  NEW EXTERIOR ENTRANCE WITH RAMP ACCESS.
-  REMOVE EXISTING STAIRWELL.

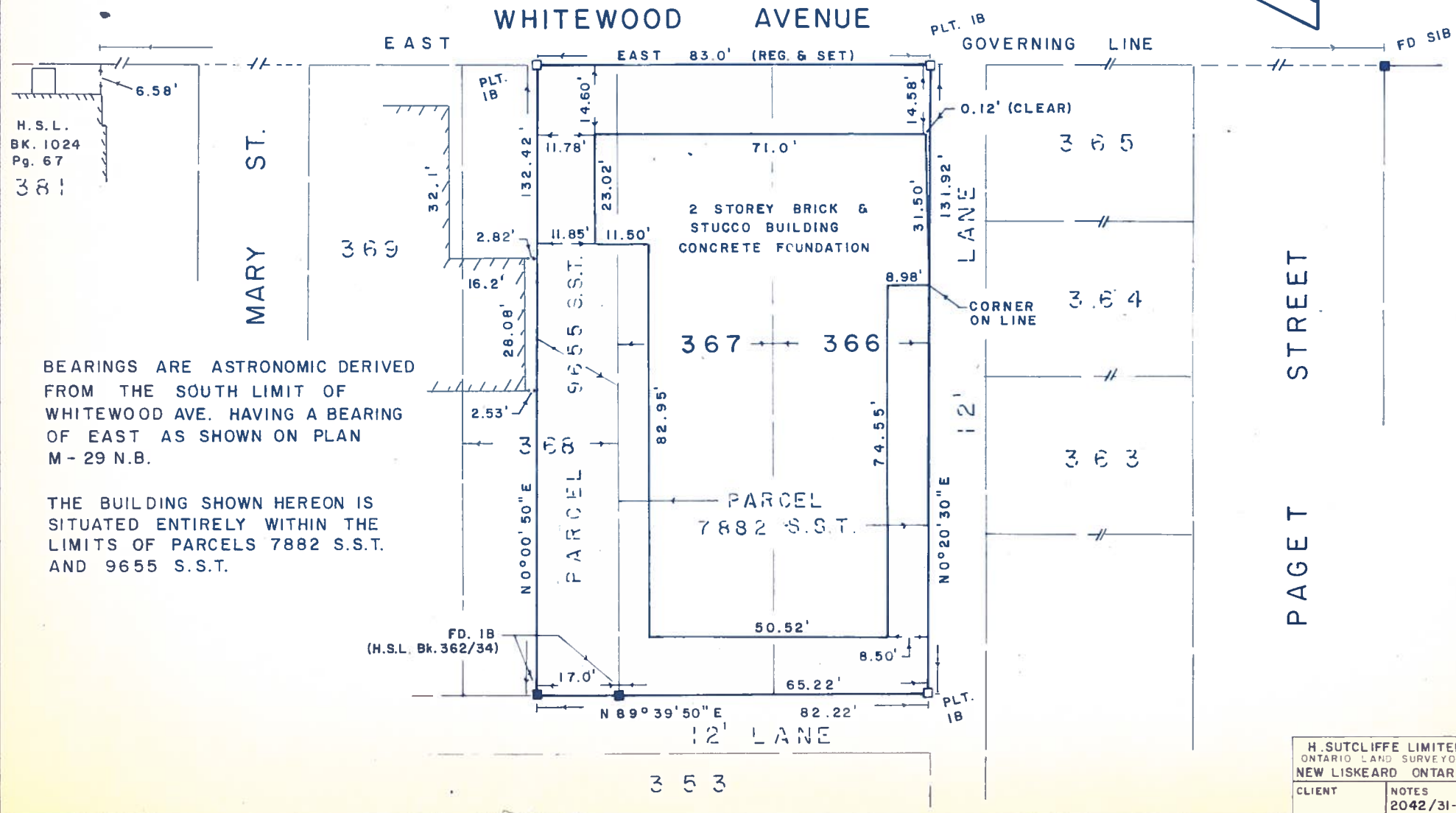
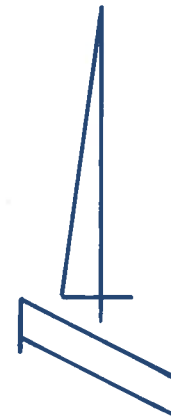
**Appendix A**



LOTS 366 , 367 & E<sup>LY</sup> 17' of LOT 368 · PLAN M-29 N.B. SOUTH SIDE OF  
WHITEWOOD AVENUE  
TOWN OF NEW LISKEARD

NEW LISKEARD, ONTARIO  
NOVEMBER 20, 1985

  
D. F. ADAMUS  
ONTARIO LAND SURVEYOR  
© H. SUTCLIFFE LIMITED O.L.S.



**Appendix B**





## Photograph Log



**Photograph 1:** View from Whitewood Avenue looking south-west. Note slope of site and elevation difference between main entrance/exit (north elevation) and Legion Hall entrance/exit (east elevation).



**Photograph 2:** View from back alley looking north-east. Note kitchen, east auditorium, stage and south basement entrance/exit locations.

## Photograph Log



**Photograph 3:** View from back alley looking north. Note east auditorium and Legion Hall entrance/exit locations.



**Photograph 4:** Main building entrance/exit. Note level change to main floor is five (5) exterior steps and three (3) interior steps (refer to photograph 7).



## Photograph Log



**Photograph 5:** Legion Hall entrance/exit (view from side alley). Note entrance is three (3) steps above the floor level of the hall. Note ramp concrete sidewalk (ramp) are not within the property limits.

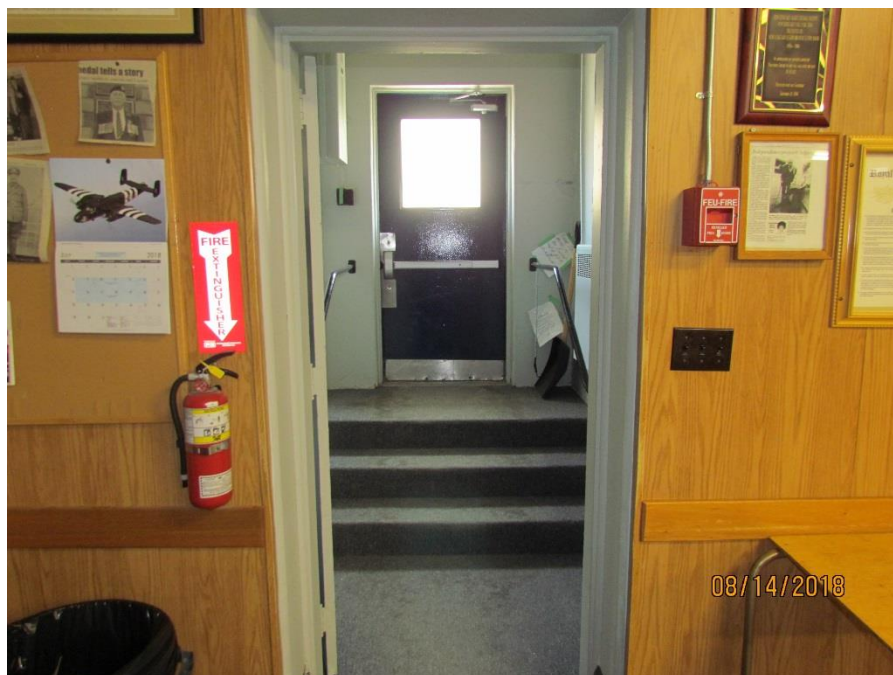


**Photograph 6:** East auditorium exit stair. Note left concrete foundation.

## Photograph Log



**Photograph 7:** Main entrance/exit (view looking north from lobby). Note step down to doors.



**Photograph 8:** Legion Hall entrance/exit vestibule (view looking east from Legion Hall). Note step up to exit.



## Photograph Log



**Photograph 9:** Legion Hall view looking north east. Note two steps up to north basement.

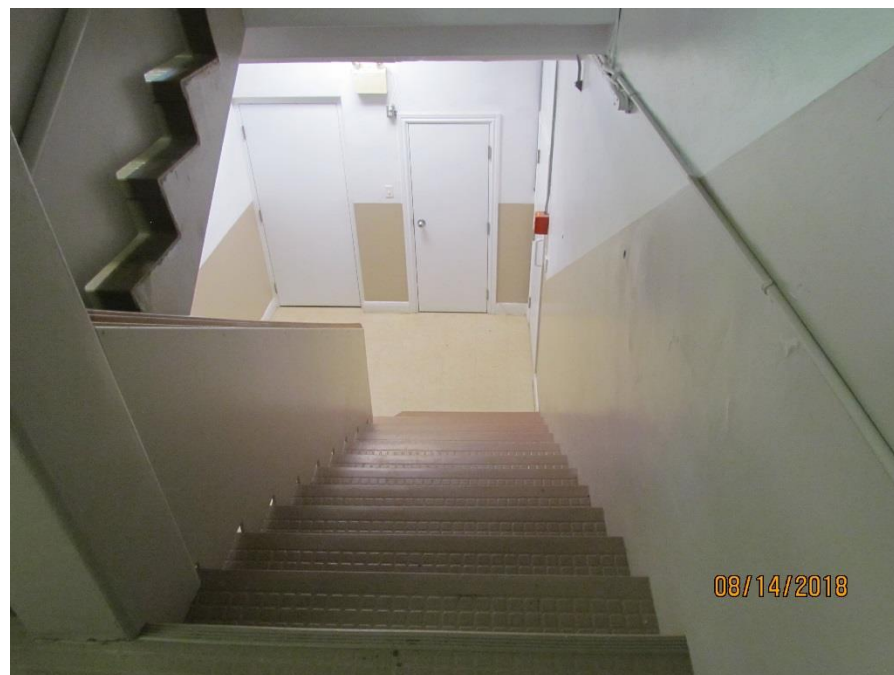


**Photograph 10:** Legion Hall view looking south. Note step up to west basement (door at south west corner).

## Photograph Log



**Photograph 11:** Lobby view looking south west to stairwell. Note fire separation required between exit stair and lobby.



**Photograph 12:** Main stairwell view to basement (view looking east). Note fire separation required between exit stair and other parts of basement.

## Photograph Log



**Photograph 13:** Main stairwell view to second storey. Note fire separation required between exit stair and other parts of second storey.

## Appendix C





## Statement of Service Conditions and Limitations

### Provision of Services and Payment

Upon documented acceptance of Greenview's proposed services, costs and associated terms by the client, Greenview may commence work on the proposed services directly. Upon retention of Greenview's services related to this project, the client agrees to remit payment for the services rendered for the specified period within (30) days of receipt as invoiced by Greenview on a typical monthly basis, unless otherwise arranged between the client and Greenview. In the event of non-payment by the client, Greenview reserves the right, without external influence or expense, to discontinue services and retain any documentation, data, reports, or other project information until such time as payment is received by Greenview.

### Warranty, Limitations, and Reliance

Greenview relies on background and historical information from the client to determine the appropriate scope of services to meet the client's objectives, in accordance with applicable legislation, guidelines, industry practices, and accepted methodologies.

Greenview provides its services under the specific terms and conditions of a specific proposal (and where necessary formal contract), in accordance with the above requirements and the *Limitations Act 2002*, as amended, only.

The hypotheses, results, conclusions, and recommendations presented in documentation authored by Greenview are founded on the information provided by the client to Greenview in preparation for the work. Facts, conditions, and circumstances discovered by Greenview during the performance of the work requested by the client are assumed by Greenview to be part of preparatory information provided by the client as part of the proposal stage of the project. Greenview assumes that, until notified or discovered otherwise, that the information provided by, or obtained by Greenview from, the client is factual, accurate, and represents a true depiction of the circumstances that exist related to the time of the work.

Greenview relies on its clients to inform Greenview if there are changes to any related information to the work. Greenview does not review, analyze or attempt to verify the accuracy or completeness of the information or materials provided, or circumstances encountered, other than in accordance with applicable accepted industry practice. Greenview will not be responsible for matters arising from incomplete, incorrect or misleading information or from facts or circumstances that are not fully disclosed to or that are concealed from Greenview during the period that services, work, or documentation preparation was performed by Greenview.

Facts, conditions, information and circumstances may vary with time and locations and Greenview's work is based on a review of such matters as they existed at the particular time and location indicated in its documentation. No assurance is made by Greenview that the facts, conditions, information, circumstances or any underlying assumptions made by Greenview in connection with the work performed will not change after the work is completed and documentation is submitted. If any such changes occur or additional information is obtained, Greenview should be advised and requested to consider if the changes or additional information affect its findings or results.

When preparing documentation, Greenview considers applicable legislation, regulations, governmental guidelines and policies to the extent they are within its knowledge, but Greenview is not

qualified to advise with respect to legal matters. The presentation of information regarding applicable legislation, regulations, not intended to and should not be interpreted as constituting a legal opinion concerning the work completed or conditions outlined in a report. All legal matters should be reviewed and considered by an appropriately qualified legal practitioner.

Greenview's services, work and reports are provided solely for the exclusive use of the client which has retained the services of Greenview and to which its reports are addressed. Greenview is not responsible for the use of its services, work or reports by any other party, or for the reliance on, or for any decision which is made by any party using the services or work performed by or a report prepared by Greenview without Greenview's express written consent. Any party that uses, relies on, or makes a decision based on services or work performed by Greenview or a report prepared by Greenview without Greenview's express written consent, does so at its own risk. Except as set out herein, Greenview specifically disclaims any liability or responsibility to any third party for any loss, damage, expense, fine, penalty or other such thing which may arise or result from the use of, reliance on or decision based on any information, recommendation or other matter arising from the services, work or reports provided by Greenview.

### Site Reviews and Assessments

A site assessment is created using data and information collected during the investigation of a site and based on conditions encountered at the time and particular locations at which fieldwork is conducted. The information, sample results and data collected represent the conditions only at the specific times at which and at those specific locations from which the information, samples and data were obtained and the information, sample results and data may vary at other locations and times. To the extent that Greenview's work or report considers any locations or times other than those from which information, sample results and data were specifically received, the work or report is based on a reasonable extrapolation from such information, sample results and data but the actual conditions encountered may vary from those based on extrapolations.

Only conditions, and substances, at the site and locations chosen for study by the client are evaluated; no adjacent or other properties are evaluated unless specifically requested by the client. Any physical or other aspects of the site that were not chosen for study by the client, or any other matter not specifically addressed in a report prepared by Greenview, are beyond the scope of the work performed by Greenview and such matters have not been investigated or addressed.

### Confidentiality

Greenview provides proposals, reports, assessments, designs, and any other work for the sole party identified as the client or potential client in the case of proposals.

For proposals specifically, the information contained therein is confidential, proprietary information, and shall not be reproduced or disclosed to any other party than to that of the addressee of the original proposal submission, without prior written permission of Greenview.



# Estimate

ESTIMATE#	20233000489
DATE	10/18/2023
PO#	

CUSTOMER
City of Temiskaming Shores 325 Farr Drive Box 2050 Haileybury ON P0J 1K0

SERVICE LOCATION
City of Temiskaming Shores 325 Farr Drive Box 2050 Haileybury ON P0J 1K0

DESCRIPTION	see options below/attached and additional information -
	The existing boilers were 80% efficient when they were new and maintained and that it was likely oversized at the time of installation. Existing water heater will need to be replaced as chimney size will be too big for the current water heater.
	Replace existing boiler (1,000,000btu input, 800,000btu output) Option 1: 2 NFB399 (798,000btu input, 758,000btu output) Option 2: 5 NFB200H (1,000,000btu input, 950,000btu output)

## (2) navien - NFB399

Description	Qty	Rate	Total
QUOTE (2) Navien Boiler (NFB399) with manifold, installation complete with supply and return line modifications, venting, gasoline, drain, Includes removal of existing boiler.	1.00	65,000.00	65,000.00
HST		13.00%	0.00

CUSTOMER MESSAGE
Due to COVID 19, pricing and material is based on the date of this estimate, you will be notified if there are any changes in pricing based on availability at time of order. ***Financing available on approved credit*** Warranty valid on equipment only with annual service contract only for equipment installation. 50% down payment required before commencement of work unless financing.
HST and permits additional to cost.
<ul style="list-style-type: none"> <li>ECRA/ESA 7004855</li> <li>TSSA 000377251</li> <li>HST #102870037RT001</li> </ul>

**Estimate Total: \$65,000.00**

## (5) navien - NFB200H

Description	Qty	Rate	Total
QUOTE (5 )Navien Boiler (NFB200H) with manifolds, installation complete with supply and return line modifications, venting, gasline, drain, Includes removal of existing boiler.	1.00	67,000.00	67,000.00
HST		13.00%	0.00

**Estimate Total: \$67,000.00**

#### CUSTOMER MESSAGE

Due to COVID 19, pricing and material is based on the date of this estimate, you will be notified if there are any changes in pricing based on availability at time of order. \*\*\*Financing available on approved credit\*\*\*  
Warranty valid on equipment only with annual service contract only for equipment installation. 50% down payment required before commencement of work unless financing.

HST and permits additional to cost.

- . ECRA/ESA 7004855
- . TSSA 000377251
- . HST #102870037RT001

### 40G heater-power vent

Description	Qty	Rate	Total
QUOTE 40 Gallon power vented water heater supplied and installed	1.00	3,542.00	3,542.00
HST		13.00%	0.00

**Estimate Total: \$3,542.00**

#### CUSTOMER MESSAGE

Due to COVID 19, pricing and material is based on the date of this estimate, you will be notified if there are any changes in pricing based on availability at time of order. \*\*\*Financing available on approved credit\*\*\*  
Warranty valid on equipment only with annual service contract only for equipment installation. 50% down payment required before commencement of work unless financing.

HST and permits additional to cost.

- . ECRA/ESA 7004855
- . TSSA 000377251
- . HST #102870037RT001