

**TOWN OF NEWMARKET COUNCIL - EXTRACT - MONDAY, OCTOBER 22, 2007**

	REF'D TO	COPY TO		REF'D TO	COPY TO
Mayor Tony Van Bynen			Legal and Development Services, Commissioner of		
Reg. Councillor Taylor			Building & Bylaws, Dir. of		
Councillor Vegh			Planning, Dir. of		
Councillor Emanuel			Fire Chief		
Councillor Kerwin			Community Services, Commissioner of		
Councillor Woodhouse			Parks, Recreation & Culture, Dir. of		
Councillor Sponga			Public Works and Environmental Services Dir. of		
Councillor Blight			Corporate and Financial Services, Commissioner of		
Councillor Ramsarran			Town Clerk		
CAO			Communications Manager		
Human Resources			Information Systems Manager		
			Purchasing Manager		
PENDING AGENDAS: COW					
COUNCIL			OTHER:		
JCC					
Letter: File:			ORIGINAL REPORT IN DEPARTMENT BINDER	√	

**39. EXCERPT OF THE SPECIAL COMMITTEE OF THE WHOLE (BUDGET) MINUTES OF OCTOBER 22, 2007**

Item 4 of the Special Committee of the Whole (Budget) Meeting of October 22, 2007 being Community Services Joint Report – Parks, Recreation and Culture and Public Works and Environmental Services 2007-18 regarding Old Town Hall Status.

**Moved by Councillor Sponga  
Seconded by Councillor Kerwin**

**THAT Community Services – Parks, Recreation and Culture Report 2007-18 dated October 16, 2007 regarding the Old Town Hall Status be received and the following recommendations be adopted:**

- 1. THAT Council commit capital funding for renovations of the Old Town Hall subject to Minister approval of a Cultural Spaces Canada Grant through Canadian Heritage;**
- 2. AND THAT staff be directed to complete a grant application for the Cultural Spaces Canada Grant Program through Canadian Heritage.**

**CARRIED**



# TOWN OF NEWMARKET

Community Services – Parks, Recreation and Culture Department  
[www.newmarket.ca](http://www.newmarket.ca)

October 16, 2007

## COMMUNITY SERVICES JOINT REPORT # 2007 - 18 PARKS, RECREATION AND CULTURE PUBLIC WORKS AND ENVIRONMENTAL SERVICES

TO: Committee of the Whole (Budget Meeting)

SUBJECT: Old Town Hall Status

ORIGIN: Brenda Farrell, Director of Parks, Recreation and Culture  
Jim Koutroubis, Director of Public Works and Environmental Services

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### RECOMMENDATIONS

THAT Community Services – Parks Recreation and Culture Report # 2007 – 18 dated October 16, 2007 regarding the Old Town Hall Status be received and the following recommendations, be adopted:

1. THAT Council commit capital funding for renovations of the Old Town Hall subject to Minister approval of a Cultural Spaces Canada Grant through Canadian Heritage;
2. AND THAT staff be directed to complete a grant application for the Cultural Spaces Canada Grant Program through Canadian Heritage;

### COMMENTS

The purpose of this report is to provide specific information on recent studies and potential future plans/uses for the Old Town Hall on Botsford Street. The timing of this report is in keeping with Council direction of September 10, 2007 to bring a report forward that sets out the details related to the required repairs and replacement works and proposed renovations, potential grant opportunities, scheduling and compatibility with the Cultural Master Plan, and that the proposed financing for the Old Town Hall be reserved until a report has been considered by Council.

Newmarket's vision: A community well beyond the ordinary

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Newmarket purchased the land for a Market Square in 1869 and moved the already flourishing farmers' market to the location in 1871. In 1883, Newmarket strengthened its position as the economic centre of a large surrounding area by construction of the Town Hall and Market Building. It was built of locally made brick and was constructed for \$ 6,150. It serves as an architectural reminder of one of the first buildings paid for by the citizens for the Town for the use of the community. Although originally constructed as a farmers' market and theatre, it has also served as a court house, municipal office and police station. This building continues to serve the needs of the Town for ongoing Parks, Recreation and Culture camps and programs, community theatre, community meeting space and other community social events. A current need for this building is an elevator in order to make the entire building fully accessible for all residents. Throughout its history, the building has a rich tradition of serving arts and culture groups in our community.

Community Services – Parks, Recreation and Culture Department conducted two studies in 2005 specifically related to current condition assessment and potential future programming options for the Old Town Hall. Initial reference to the studies came forward in Parks, Recreation and Culture Department Report 2005-20. Some factors that lead to this include:

- Desire to continue the rich history and tradition of the building being used for community arts and culture;
- Opportunity to use an existing facility to consolidate and accommodate arts and culture programming currently occurring in other municipal buildings, including the Old Fire Hall and Community Centre;
- Address arts and culture programming needs and opportunities in a building that will house all the necessary resources to ensure diverse and effective programming;
- Potential for an arts, culture and community centre in the downtown core rooted in creativity to be a further catalyst for continued growth and development of historic Main Street.

The goals of the study were to develop a range of programming alternatives based on comprehensive community consultation and financial analysis that takes into account program subsidies associated with recommended programming alternatives; to recommend renovation/construction to make this facility maximize the relevance of its useable space as it relates to arts and culture programming; and to determine the feasibility and implication of integration of the existing Old Fire Hall on programming into the Old Town Hall.

The second study was a Condition Assessment. The Ventin Group looked at the building condition and conducted a structural assessment. Please find executive summary in Attachment A.

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During the Programming Needs and Viability Assessment, individuals were interviewed on a one-on-one basis. In addition, there was a Public Information Centre held in conjunction with this process. Throughout, there was strong support for a multi-purpose, multi-functional theatre, visual arts, crafts and community centre. The consensus view was that it should serve the entire demographic spectrum of the community.

Culture creates quality of place, which in turn creates a foundation on which a community can create wealth. In keeping with that potential, Community Services – Parks, Recreation and Culture Department has been in discussions with Canadian Heritage about the Cultural Spaces Canada Grant Program. This program contributes to improved physical conditions for artistic creativity, presentation and exhibition. It is designed to increase and improve access for Canadians to professional and well established community performing arts, visual arts, and to museum collections, heritage displays and exhibitions. The program financial supports up to one third of the capital cost for renovation and expansion/construction of arts and heritage facilities. The current grant program is due to expire, with a current project completion requirement of March, 2010. In order to submit an application, Council will be required to pass a resolution with a financial commitment to a project (can be made subject to Cultural Spaces Canada funds being approved). This grant program requires a tangible working relationship with professional artists and organizations so ongoing working relationships with Resurgence Theatre Company and other local professional artists are very important in this grant process.

This is a very competitive grant process but given the grant partnership potential, should warrant consideration during capital budget deliberations. PRC Staff is have met on site with a Canadian Heritage consultant to tour the Old Town Hall and the Town has been encouraged to get an application on file with Canadian Heritage as soon as possible.

## **BUSINESS PLAN AND STRATEGIC LINKAGES**

### **Living Well**

- Emphasis on active lifestyles and recreational opportunities

### **Well Respected**

- Being tradition – based and forward looking

### **Well Balanced**

- Events that help shape identity and contribute to community spirit.
- Recreational facilities and services.
- Arts, culture, entertainment and heritage preservation.

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## **Well Equipped and Managed**

- Small town feel with city amenities.

## **CONSULTATION**

To date, any conceptual planning related to the Old Town Hall has involved comprehensive public consultation. The consultation will consist of both ongoing communications with specific stakeholder groups and individuals via one –on – one interviews and a community wide Public Information Centre. In addition, staff and the consultant did site visit other locations to study their restoration of a heritage building for this purpose coupled with their business plans and program models post restoration (ie: Cambridge).

Some of the comments received during the consultation process to date include:

- Provide a space to accommodate audiences of approx. 175 for recitals, concerts, choir performances, plays, etc;
- Put on community and professional theatre; art film screenings;
- Show local art;
- Collaborate with and reinforce the arts related activities on Main Street;
- Provide art classes for children, youth, adults and seniors using existing instructors;
- Sculpture, pottery, stained glass, fusion;
- Woodworking;
- Dance and crafts;
- Prep kitchen;
- Festivals flowing into Market Square;
- Keep it a community place as well as for the arts.

Additional communication will occur throughout the grant application development process and the Places, Spaces and Faces planning.

## **BUDGET IMPACT**

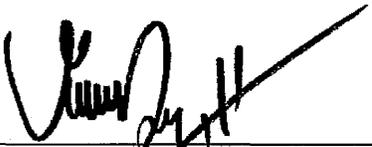
The original estimate to enable barrier free accessibility, new mechanical and electrical systems, building enclosure improvements and fire and life safety upgrades would cost approximately \$3.95 million. As part of ongoing maintenance in 2007, the existing roof will be replaced. Note that this preliminary estimate was provided in 2005 and would be subject to ongoing construction inflation.

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In the event the Town were succeed in the Cultural Spaces Canada Grant Program, up to one-third of the total capital cost could be covered. The remaining funding originally presented in Joint Chief Administrative Officer, Commissioner of Corporate and Financial Services, Commissioner of Community Services and Commissioner of Legal and Development Services Report 2007-30. The Canadian Heritage grant potential for one third of the total capital warrants consideration to move this project up from the proposed timeline in the report. Proposed funding for the project includes \$750,000 from reserves, \$2,500,000 from Asset Replacement Fund and \$700,000 from the Stickwood Walker property sale.

**CONTACT**

For more information on this report, please contact Brenda Farrell at 905 895 5193 x 2601;  
bfarrell@newmarket.ca



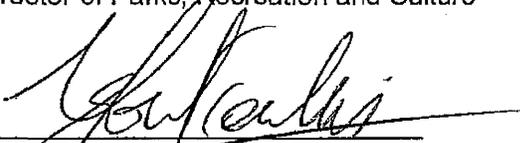
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Ian McDougall  
Assistant Director of Parks, Recreation and Culture



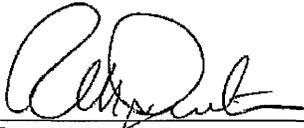
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Brenda Farrell  
Director of Parks, Recreation and Culture



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Jim Koutroubis  
Director of Public Works and Environmental Services



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Rob Prentice  
Commissioner of Community Services



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**ATTACHMENT A**

## 2. Executive Summary

### Introduction

In June of 2005, the Town of Newmarket retained The Ventin Group to carry out a condition assessment as Phase 2 of the previous study, to determine the viability of accommodating an Arts Centre in the building.

Phase 2 of the study is intended to examine in further detail the physical implications of turning the building into an arts centre, including what upgrades are required to meet code and functional requirements.

The study recommends that the existing building be renovated and an addition added to the rear. The upgrades to the building include barrier free accessibility, new mechanical and electrical systems, building enclosure improvements, and fire and life safety upgrades. It is anticipated that this will cost between \$3.35 and \$3.95 Million. Phasing options are explored in section 6 of this report.

The study examined:

- barrier-free access
- mechanical, electrical and structural systems
- building enclosure
- fire and life safety systems
- foundations and drainage
- layout for the new facility
- functional requirements and design.

### Barrier-Free Access

- The building does not currently meet barrier-free requirements and needs an addition at the rear to house an elevator, an additional exit stair and additional ancillary spaces.
- Barrier-free accessibility should be provided to all three levels by means of a new elevator.
- See "washrooms" below for additional barrier free requirements.

### Fire and Life Safety

- The proposed use of the Newmarket Old Town Hall is a Group A, Division 2 occupancy as defined by the Ontario Building Code. To meet the requirements of construction for this occupancy, the building can either have 45 minute fire-rated floor assemblies, and 45 minute fire-rated load-bearing walls, columns and arches (O.B.C. 3.2.2.25), or it can be fully sprinklered (O.B.C. 3.2.2.27).
- We highly recommend that the building be equipped with a sprinkler system. This will keep the historical structure of the building intact, will provide greater safety for the public using the building, and will cost less than attempting to provide adequate fire ratings for the building's structure.
- The existing stair that has been added at the south west corner of the building does not satisfy code requirements for exiting and should be replaced. We recommend a new exit stair be built at the rear of the building to provide egress from the Multi Purpose Room).

### Washrooms

- Additional washrooms must be provided to meet the requirements of the Ontario Building Code. We recommend retaining and upgrading the male and female washrooms on the ground floor adjacent to the main entrance. Each of these existing washrooms has 4 water closets. To meet code requirements the building needs 3 more water closets per sex including at least one barrier-free washroom on each level.

### Building Exterior

#### Recommendations:

- New doors and windows.
- Consider advantages/disadvantages of insulating walls.
- Replace exterior steps and railings with proper historic replication.
- A new cedar shingle roof with strapping and proper ventilation on the main roof (probably not needed on the tower).
- New ridge and soffit ventilation.
- Replace the flat roof.
- Remove aluminum or metal fascia. Repair deteriorating wood surfaces, remove paint and repaint with historic colours.
- Mitigate foundation dampness problems by excavating, re-pointing mortar joints, waterproofing and installing weeping tile.

### Building Interior

#### Recommendations:

- The hardwood floor in the Auditorium is in good shape and can be re-finished.
- Lay-in acoustic tile ceilings should be removed, and original plaster ceilings should be restored where possible.
- The washroom in the basement is not vented, is in poor condition and should be removed.
- Interior finishes need to be up-dated. Water staining on acoustic ceiling tiles, damaged ceramic floor tiles and carpet, are examples. Additionally the faux wood panelling that was added to the first and second floor is not original and does not fit with the age of the building.
- Walls to be repaired and repainted after electrical and mechanical work is completed.
- The condition of the original ceilings is not known, because a layer of gypsum board sheathing (not original) was added above the dropped acoustic ceiling. These gypsum board ceilings are concealing the original ceilings. On other similar restoration projects we have uncovered and restored original plaster ceilings that were concealed by later 'improvements'. It is our hope that the original historic ceiling in the second floor can also be restored. Further investigation is needed.

### Stage

- The sprinkler system that is installed in the stage area, green room and change room areas is not installed to code and should be replaced.
- A deluge sprinkler system needs to be provided at the proscenium arch.
- The stage should be rebuilt to provide a 1-hour fire separation as required by the O.B.C.
- The height of the stage should be reduced to standard height, and the incline of the floor of the stage should be eliminated. This results in the elimination of the area below the stage.

#### Structural Condition

- The Old Town Hall is structurally in good condition. Some relatively minor structural improvements need to be implemented to ensure the longevity of the building. Masonry repairs are needed in a number of locations. Spalling, step cracking, and mortar joint erosion of exterior walls and foundation walls is evident.

#### Mechanical Condition

- It is a priority for a new HVAC system to be provided, as there is inadequate ventilation in several areas and the existing systems are beyond their life expectancy. A new HVAC system will cost approximately \$850,000.00.
- We recommend that the new HVAC system be ducted through the existing attic. This will allow removal of the dropped acoustic ceiling in the Multi-Purpose Room.

#### Electrical Condition

- If a complete renovation of the building is undertaken, the entire electrical system would be replaced including the fire alarm system.
- The following improvements are recommended for the existing building, regardless of whether the building is renovated or not:
  - Additional exit lights are required
  - Light fixtures are not energy efficient and should be replaced
  - Exterior lighting levels do not meet code requirements
  - Emergency lighting should be tested for O.B.C. compliance
  - Abandoned equipment and conduit should be removed
  - Fire alarm pull stations are not located as recommended by ULC
  - The electric baseboard heaters should be replaced with a mechanical system