PRESCOTT TOWN COUNCIL
AGENDA

July 14, 2025
6:00 pm
Council Chambers
360 Dibble St. W.
Prescott, Ontario

Our Mission:
To foster an environment of collaborative leadership to grow a safe, inclusive, and resilient community while preserving the unique character of Prescott.

Land Acknowledgement:
We acknowledge that we are meeting on aboriginal land that has been inhabited by Indigenous peoples.
In particular, we acknowledge the traditional territory of the Huron-Wendat, Anishinaabeg, Haudenosaunee, Anishinabek, and the Oneida and Haudenosaunee Peoples.

Pages

1. Call to Order

2. Approval of Agenda

   RECOMMENDATION
   That the agenda for the Council meeting of July 14, 2025 be approved as presented.

3. Declarations of Interest

4. Presentations

5. Delegations

6. Minutes of the previous Council meetings

6.1 June 16, 2025 1

RECOMMENDATION
That the Council minutes dated June 16, 2025, be accepted as presented.

7. Communications & Petitions

8. Consent Reports

All matters listed under Consent Reports are to be considered routine and will be enacted by one motion. Should a member wish an alternative action from the proposed recommendation, the member shall request that the item be moved to the applicable section of the agenda.

RECOMMENDATION
That all items listed under the Consent Reports section of the agenda be accepted as presented.

8.1 Information Package (under separate cover)

9. Committee Reports

10. Mayor

11. Outside Boards, Committees and Commissions

12. Staff

12.1 Staff Report 48-2025 - 2025 Community Grants Intake 2 12

RECOMMENDATION
THAT Council approves the 2025 Community Grant allocation recommendations for Intake #2, totaling $6,300 in financial support and the in-kind request as outlined in Staff Report 48-2025.

12.2 Staff Report 49-2025 Leo Boivin Community Centre - Condition Study 17

RECOMMENDATION
THAT Council receive the Building Condition Assessment report for the Leo Boivin Community Centre as prepared by EVB Engineering and Architecture 49 (A49) for information.

12.3 Staff Report 50-2025 - Projects Update July 2025 116

RECOMMENDATION
For Information.

13. Resolutions

14. By-laws

14.1 By-Law 33-2025 120

Being a By-Law to Appoint Municipal By-Law Enforcement Officers for the Corporation of the Town of Prescott

RECOMMENDATION
That By-Law 33-2025, being a by-law to appoint Municipal By-Law Officers for the Corporation of the Town of Prescott be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

15. New Business

15.1 Municipality of North Grenville - Bill 5: Protecting Ontario By Unleashing Our Economy Act, 2005 122

16. Notices of Motion

17. Mayor's Proclamation

18. Period for Media Questions

19. Closed Session

20. Rise and Report

21. Confirming By-Law – 34-2025 123

RECOMMENDATION
That By-Law 34-2025, being a by-law to confirm the proceedings of the Council meeting held on July 14, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

22. Adjournment

RECOMMENDATION
That the meeting be adjourned. (Time: p.m.)

PRESCOTT TOWN COUNCIL

MINUTES

Monday, June 16, 2025
6:00 p.m.
Council Chambers
360 Dibble St. W.
Prescott, Ontario

Present	Mayor Gauri Shankar, Councillor Leanne Burton, Councillor Mary Campbell, Councillor Justin Kirkby, Councillor Lee McConnell, Councillor Tracey Young, R. Young
Staff	Matthew Armstrong, CAO/Treasurer, Matt Locke, Director of Operations, Chelsea Conklin, Deputy Clerk, Chloe Preston, Director of Administration/Clerk,
Guests	Dana Fitzgerald, Debra Lynn Currier, Kay Kutt

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1. Call to Order

The meeting was called to order at 6:00 p.m.

2. Approval of Agenda

Motion 119-2025

Moved By Kirkby
Seconded By Campbell

That the agenda for the Council meeting of June 16, 2025 be approved as presented.

Carried

3. Declarations of Interest

Councillor T. Young expressed a declaration of interest on Item 9.1 - Removal of Properties from Heritage Interest & Value Property Listing.

4. Presentations

4.1 Scroll of Exemplary Action to Dana Fitzgerald

Mayor Shankar and Council presented Dana Fitzgerald with a scroll for her heroic act during the multi-unit fire on James St in February.

5. Delegations

There were no delegations.

6. Minutes of the previous Council meetings

6.1 June 2, 2025

Motion 120-2025

Moved By R. Young
Seconded By Burton

That the Council minutes dated June 2, 2025, be accepted as presented.

Carried

7. Communications & Petitions

There were no communications or petitions.

8. Consent Reports

Motion 121-2025

Moved By Burton
Seconded By Young

That all items listed under the Consent Reports section of the agenda, save and accept Item #10, be accepted as presented.

Carried

8.1 Information Package (under separate cover)

9. Committee Reports

9.1 Removal of Properties from the Heritage Interest & Value Properties Listing

Motion 122-2025

Moved By Kirkby
Seconded By Campbell

That Council approve the Prescott Heritage Committee's recommendation

to remove the following properties from the Heritage Interest & Value Properties Listing:

- 100-120 King Street E - Revere House
- 692 King Street West - F.J. French House
- 262/270/272 Dibble Street West - Dowsley-Hillyard Terrace

Carried

Chloe Preston, Director of Administration/Clerk spoke to the report.

There was no discussion surrounding this report.

10. Mayor

Mayor Shankar spoke to attending a Joint Services Committee meeting, Planning Advisory Committee meeting, and his meeting with Mayor Tooley from Ogdensburg. Mayor Shankar also attended a Cadets open house at South Grenville District High School and attended a Celebration of Life for Nilu Bhatt. The Row ball hockey tournament was well attended, and the Prescott Fire Association participated in the Fire Fighter Games where they placed second. The first Prescott Ribfest was a success and was featured on CTV news. Mayor Shankar also wished Councillor Kirkby a Happy Birthday.

11. Outside Boards, Committees and Commissions

Councillor Kirkby spoke to attending The Row ball hockey tournament that included almost 100 children from the area, Prescott Ribfest and the appropriate signage for the event. Operations staff reopened Sarah Spencer Park after a repair was completed, cleaned King St, and completed Traffic Book #7 training. The pool and splash pad passed annual inspections. Councillor Kirkby also spoke to Mayfield Retirement Residence hosting a celebration for Senior's Month on June 19.

Councillor Campbell spoke to attending Prescott Ribfest, and a Fire Administration meeting on June 3. The Fire Department completed truck training on June 9, are planning hose handling training in July, and continuously inspect

new builds within the town. The Fire Department attended career day at South Grenville District Highschool, will be attending Wellington Public School on June 26, and will be participating in Prescott's Canada Day Parade.

Councillor Burton attended Prescott Ribfest and spoke to the Trolley being a success. The Sandra Lawn Marina has started marketing online through social media and has two new Toodle bikes to be rented by residents or visitors. Councillor Burton spoke to the pool schedule being released for the summer, summer movie nights, the River Recreation Room, and our Recreation Summer Programing brochure has been distributed through town. The summer lunch program has launched and all weeks throughout the summer have been sponsored. Prescott Canada Day Parade will start at Centennial Park and end at Fort Wellington. South Grenville District Highschool visual arts students are painting cement barriers at Kelly's Beach.

Councillor T. Young attended a Walker House meeting, and residents are gearing up for a bus trip to Serengeti Bush Camp in Toronto. Walker House received a special grant which they plan to use the funds to plan more bus trips. Residents are excited for aquafit and pool opening. Walker House continues to host many workshops for residents and members. Councillor Young attended a Planning Advisory Committee meeting where the committee awarded two grants under the Heritage Conservation Area, and one approved an applicant for River Walk Footcare in Prescott Place. She also attended Prescott Ribfest.

Councillor R. Young spoke to attending Prescott Ribfest and speaking with staff regarding upcoming projects. He is looking forward to attending the opening of Sunday night concerts.

Councillor McConnell attended a luncheon held by the Prescott Family Medical Practice to speak with student doctors about potentially coming to Prescott and attended two internments at Sandy Hill Cemetery. There were some damaged monuments that have been reported to Police.

12. Staff

12.1 Staff Report 41-2025 Heritage Designation of 425 Centre Street and 490 Centre Street

Motion 123-2025

Moved By Kirkby
Seconded By Burton

THAT By-Law 29-2025 being a by-law to designate the property known municipally as St. John's Evangelist Anglican Church, 490 Centre Street, as being of cultural heritage value; AND

THAT By-Law 30-2025 being a by-law to designate the property known municipally as St. Andrew's Presbyterian Church, 425 Centre Street, as being of cultural heritage value;

Carried

Chloe Preston, Director of Administration/Clerk spoke to the report.

Discussion was held regarding the church's representatives being in favour of the designation.

12.2 Staff Report 42-2025 Heritage Designation of 305 Centre Street, 388 Centre Street, and 408 East Street

Motion 124-2025

Moved By Burton
Seconded By McConnell

That Staff be directed to give notice of Council's intent to designate the following properties as being of cultural heritage value or interest pursuant to Section 29 of the Ontario Heritage Act, R.S.O:

- 305 Centre Street
- 388 Centre Street
- 408 East Street

Carried

Chloe Preston, Director of Administration/Clerk spoke to the report.

Discussion was held regarding feedback from current owners, where the list of Heritage Properties of Interest came from and clarifying some myths regarding owning heritage properties. There was also discussion regarding the appeal process.

408 East St

Kay Kutt, owner of 408 East St, and Debra-Lynn Currier, representative of 408 East St spoke to requesting this property being deferred to a later date, limitations and expenses they believe come with Heritage Designation. Discussion was held how long this property has been in discussion, and if the Colonel's Inn is still functioning as a business.

There was further discussion regarding pride in ownership, the purpose of designating properties and maintaining attributes deemed as heritage.

12.3 Staff Report 43-2025 Grenville O.P.P. Detachment Board 2 Renaming

Motion 125-2025

Moved By Kirkby
Seconded By Burton

THAT Council endorse renaming of the Grenville O.P.P. Detachment Board 2 renaming to the South Grenville O.P.P. Detachment Board; AND

THAT By-Law 31-2025, being a by-law to adopt the name change of the South Grenville O.P.P. Detachment Board, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

Chloe Preston, Director of Administration/Clerk spoke to the report.

There was no discussion held.

12.4 Staff Report 44-2025 SGDHS Real World Learning Project

Motion 126-2025

Moved By Kirkby
Seconded By Campbell

THAT Council endorse and approve the proposed partnership between the South Grenville District High School and the Town of Prescott for the Real-World Learning Project including the installation at the Alaine Chartrand Community Centre in 2025.

Carried

Matthew Armstrong, CAO/Treasurer spoke to the report.

There was no discussion held.

12.5 Staff Report 45-2025 Waste Collection Price Increase

Motion 127-2025

Moved By Young
Seconded By Burton

THAT Council direct Staff to amend the Waste Collection Agreement with Limerick Environmental Services Ltd. to reflect an increase in the rate per household pickup to $5.00 effective July 1, 2025; AND

THAT Council approve an increase of $0.25 per Waste Bag Tag to offset a portion of the increase waste collection cost effective July 1, 2025.

Carried

Matt Locke, Director of Operations spoke to the report.

Discussion was held regarding the math provided in the report, the recycling tender, and the amount per garbage tag.

12.6 Staff Report 46-2025 Wastewater Treatment Plant and Services Expansion - Detailed Design RFP

Motion 128-2025

Moved By Kirkby
Seconded By Campbell

THAT Council award RFP-04-2025 for the detailed design and contract administration of the Wastewater Treatment Plant and Services Expansion to J.L. Richards and Associates Limited at a total tendered amount of $2,825,650.00 plus applicable taxes.

Carried

Matt Locke, Director of Operations spoke to the report.

Discussion was held regarding where the company is based out of, contract administration, if additional funding may be required, and critical deadlines.

12.7 Staff Report 47-2025 Financial Report - May 2025

For information.

Carried

Matthew Armstrong, CAO/Treasurer spoke to the report.

There was no discussion was held.

13. Resolutions

There were no resolutions.

14. By-laws

There are no by-laws.

15. New Business

There was discussion held regarding new business. Clarification will be obtained from legal counsel.

16. Notices of Motion

There were no notices of motion.

17. Mayor’s Proclamation

There was no mayor's proclamation.

18. Period for Media Questions

There was no media present.

19. Closed Session

Motion 129-2025

Moved By Burton
Seconded By R. Young

THAT Council move into Closed Session at 7:45 p.m. to discuss matters pertaining to:

19.1 Approval of Closed Session Minutes (May 20, 2025)

19.2 Boundary Street Property Sale

- Under Section 239(2)(c) under the *Municipal Act* - acquisition or disposition of land AND Under Section 239(2)(k) under the *Municipal Act* - plans and instructions for negotiations; AND

That the CAO/Treasurer, Director of Administration/Clerk, Economic Development Officer and Deputy Clerk remain in the room.

Carried

20. Rise and Report

Motion 130-2025

Moved By Kirkby
Seconded By Campbell

THAT Council direct staff to proceed as directed in Closed Session.

Carried

21. Confirming By-Law – 32-2025

Motion 131-2025

Moved By Young
Seconded By R. Young

That By-Law 32-2025, being a by-law to confirm the proceedings of the Council meeting held on June 16, 2025, be read and passed, signed by the Mayor and Clerk, and sealed by the seal of the Corporation.

Carried

22. Adjournment

Motion 132-2025

Moved By Kirkby
Seconded By McConnell

That the meeting be adjourned at 8:10 p.m.

Carried

Mayor

Clerk

STAFF REPORT TO COUNCIL

Report No. 48-2025

Date: 7/14/2025

From: Samantha Joudoin-Miller, Manager of Community Services

RE: 2025 Community Grants – Intake 2

Recommendation:

THAT Council approves the 2025 Community Grant allocation recommendations for Intake #2, totaling $6,300 in financial support and the in-kind request as outlined in Staff Report 48-2025.

Background/Analysis:

Prescott Community Grants are intended to support not-for-profit and volunteer-driven organizations serving Town residents through limited financial support, user fee reductions, and/or in-kind supports. The Town of Prescott provides these grants in order to assist groups with the delivery of services which reduce social, economic, cultural, or physical disadvantage, and/or improve the quality of life for residents.

The total budget allocated for the 2025 Community Grant Program is $64,680. Intake #1 approved $40,000 in financial support, leaving $24,680 unallocated for Intake #2 considerations:

2025 Total Budget	$64,680
2025 Intake 1 Approved	$40,000
Balance Remaining	**$24,680**

The second intake for the 2025 Community Grant applications were received in June. The working group met July 8, 2025, to review each application. It is to be noted that the working committee discussed the possibility of adding specific streams to the Community Grant application process. This concept is currently being contemplated for the 2026 Community Grant process with a report returning in the fall for Council to contemplate. Additional program changes may also be put forward at that time to address non-organized groups.

The table below outlines the three grant applications that were received as part of Intake #2:

Community Service Groups/Organizations Applications		
Organization	**Financial Notes**	**In-Kind Notes**
Prescott Curling Club	**Funds Requested: $4,300** Funds will be used for marketing campaigns, purchase of "step on sliders", support ice prep and volunteers for the 2025 Ontario Special Olympics in November in Prescott, and support low registration fees for the 2025 Swing and Sweep Event which is a partnership with the PGC	
Prescott Skate Night		69 hours of in-kind support to cover the facility and insurance fees to use the Leo Boivin Community Centre for regular Skate Nights. $500 in staff time for Town Staff to build skate ramps so they may be stored at the LBCC
South Grenville District High School	**Funds Requested: $2,000** Funding will support the annual trip to Niagara Falls to attend the Ontario Student Leadership Conference	

The table below provides the approved grant funding from the 2025 Intake #1 as well as the recommendations on the financial requests made in Intake #2.

Organization	2025 Intake 2 Recommend	2025 Intake 1 Approved	2025 Requested	2024 Approved
Intake 2				
Prescott Curling Club	4,300		4,300	4,550
Prescott Skate Night	In-Kind		In-Kind	-
South Grenville District High School	2,000		2,000	2,400
Intake 1				
Big Brothers Big Sisters		-	6,000	2,000
Food For All Food Bank		3,000	3,000	3,000
Girls Incorporated		1,500	2,500	1,500
Grenville County Historical Society		500	500	500
Iroquois Marina Search & Rescue		-	8,000	-
John Howard Society/Connect Youth		2,000	2,000	-
King's Kitchen		2,500	2,500	2,500
Marie's Cupboard at St. Paul's		-	15,306	-
Prescott & District Minor Soccer		5,000	5,000	5,000
Prescott Figure Skating Club		5,000	8,000	5,000
South Grenville Chamber of Commerce		-	10,000	-
South Grenville Minor Hockey		5,000	12,000	5,000
Spirit of Giving		1,000	1,000	1,000
St. Lawrence Academy		-	5,000	-
St. Lawrence Shakespeare		14,500	18,000	16,500
Upper Canada Folkfest		Equal to ticket revenue	7,500	3,750
Cycling without Age		-	-	1,000
Friends of St. John's		-	-	1,000
Seaway Optimist Club		-	-	500
Total	**6,300**	**40,000**	**112,606**	**55,200**

Total Budget	**24,680**	**64,680**	**64,680**	**58,000**
Unallocated	**18,380**	**24,680**	**(47,926)**	**2,800**

Final Recommendations:

Prescott Curling Club

The recommendation for the Prescott Curling Club is that the Town of Prescott approved the 2025 grant request of $4,300 to support marketing initiatives and special events including hosting the Special Olympics and the Swing and Sweep events.

Prescott Skate Night

The working group reviewed the in-kind request from the Prescott Skate Night. The committee recognizes that Prescott Skate Night does not meet the current criteria of the grant application process but that the request made by the group does meet the purpose of the grant. Due to meeting the purpose of the grant and the amount of involvement from the community, the working committee recommends approval of the in-kind request to waive the future facility rental and insurance coverage fees as well as the Staff resourcing to build ramps to store to allow for storage at the LBCC. None of the rental amounts were included in the 2025 Operational Budget and therefore do not have an impact on revenue. Additional costs are incurred for this rental for an Operations Staff person to attend the event to address facility needs in the amount of approximately $3,104.00. The total in-kind amount recommended to approve equates to $3,076.25 exclusive of the cost associated with the Staffing the facility.

Facility Fee Waiver for 23 sessions (69 hours total)	$2,846.25
Insurance Fee Wavier for 23 sessions	$230.00
Skate Ramp Construction	$500.00
Total In-Kind Support:	**$3,76.25**

South Grenville District High School – Student Leadership Conference

The recommendation for the South Grenville District High School Student Leadership initiative is that the Town of Prescott approve the 2025 grant request of $2,000.

Alternatives:

Council could allocate the Community Grants differently from the recommendations.

Financial Implications:

The 2025 Operational Budget includes an allocation of $64,680 for Community Grants, of which $14,380-$18,380 (dependent upon ticket sales of Upper Canada Folkfest) will remain unallocated if the above recommendations are accepted. The working committee recommends the remaining funds be held in reserve for future grant requests.

Attachments:

None

STAFF REPORT TO COUNCIL

Report No. 49-2025

Date: 7/14/2025

From: Matt Locke, Director of Operations

RE: Leo Boivin Community Centre – Condition Report

Recommendation:
THAT Council receive the Building Condition Assessment report for the Leo Boivin Community Centre as prepared by EVB Engineering and Architecture 49 (A49) for information.

Background:

The Leo Boivin Community Centre was constructed in 1966. The building stopped being used as a hockey rink in 2018 due to issues with the ice-making system. Since 2018 this facility has become a multi-use community centre for the Town. Current uses encompass a wide variety of functions as a sports & recreation facility, rental hall, concert venue, and site office for ongoing construction projects. Over the past seven years this site has become crucial in supporting various activities for the Town of Prescott, both Town-run initiatives and for community groups. Pickleball, basketball, skateboarding, lacrosse, after-school programs and other recreational uses are all using the LBCC on a regular basis. There are also periodic and seasonal uses for the Spirit of Giving campaign, concert bookings, corporate events, job fairs and trade shows, and many other community events.

The Town of Prescott engaged EVB Engineering and Architecture 49 to complete a Building Condition Assessment of the Leo Boivin Community Centre. The scope was to assess architectural, structural, mechanical and electrical conditions of the building. Further, the report made recommendations on the remaining useful service life of the building and made recommendations as to what repairs could be completed to extend the useful service life of the building. This staff report is limited to the analysis of the Building Condition Assessment and discussion of recommendations for maintenance moving forward. A report prompting Council's discussion and guidance on the intended scope of uses of the LBCC facility will be coming forward this fall which will define possible improvements that could be made that would benefit the intended users. Future reports and budget requests beginning with the 2026 budget will be developed to speak to individual maintenance and facility improvement projects.

The conclusion of the Building Condition Assessment notes that if high priority deficiencies are addressed the service life remaining in the building is 15 to 25 years. If these high priority deficiencies are not addressed service life remaining expected is 5 to 10 years. If Council wishes the extend the life of the building and recognizing the large number of community uses occurring at this facility, Staff can develop recommendations for maintenance projects to address high priority deficiencies noted in the building condition assessment with the goal of extending the service life of the facility. These activities would be phased over several years to allow for manageable annual projects.

Below is analysis of the deficiencies listed as high priority in the building condition assessment.

Location	Description	Staff Comment
Foundation and Slabs	Northwest storage room settlement and step cracking.	Cease use of storage room immediately. Plan for demolition of structure in future budget year.
Roof Structure	Moderate corrosion noted on unpainted portions of purlins, support clips, and main splice plates.	Staff working with EVB to develop a design specification for this repair. Staff will assess if any component can be completed internally and prepare tender for external work. Will begin work immediately on any components that can be completed in 2025 budget.
Walls	Zamboni room step crack and spalled blocks	Staff to seek quotes from contractors for this repair
Mezzanine/Platforms	Design review of wood floor joists recommended. Joist notched at bearing. Score clock service platform design review recommended.	Cease use of mezzanine area. Determine if further design review is warranted but recommend ceasing all use of mezzanine level moving forward.
Exterior	Repair damaged metal siding and flashing	Seek quotes along with block repairs noted in Walls section
Flooring	Anti-slip warning tape or tactile indicators at sports surface entry points and stairs	Staff to install

Doors and Hardware	Replace exterior hollow-metal exit doors, frames and hardware. Install self-closing devices and other hardware. Install Barrier-Free Operators.	Staff recommending not replacing exterior doors. Facility is not barrier free and is not reasonable to achieve based on age. All public entry is through the front entrance which has modern doors and electronic locks. Exterior perimeter doors are for emergency exit only.
Windows	Exterior windows perimeter sealant requires replacement	Staff to complete
Stair / Exit Stairs	South exterior stair and platform design review recommended. Fuel fired appliance installed in stairwell. Stairwell not separated from remained of building by fire separation.	Cease use of mezzanine, eliminating use of this stairwell Staff to seek recommendation from A49 on OBC recommendations if mezzanine is no longer in use.
Washrooms	Currently no barrier-free washroom accessories & faucet/levers	Staff to propose converting current women's washroom in lobby area into barrier-free washroom as part of 2026 budget
Dressing Rooms	Provide painted steel railing or guards for interior stairs	Staff to evaluate and seek quotes to determine costs for this retrofit
Canteen/Kitchen	Existing aluminum shutters to be fire rated.	Staff to evaluate as future budget item. Kitchen no longer used as a canteen. Need to consider whether kitchen use needs to continue at this facility.
Lobby/Viewing Area/ Office/Service Rooms	Fuel fired appliance, duct work, and piping have fire damper deficiencies.	Staff to evaluate and propose as future budget item. Alternatively, consider no longer using this facility for office space.
Plumbing	Various plumbing deficiencies identified including trap seals for floor drains, grease	Staff to evaluate and begin work on items that can be completed by Town staff.

	interceptor in kitchen, back flow preventer on mechanical room	Future budget items will be brought forward for items requiring contractors. Kitchen related items may be ignored if canteen use does not continue.
HVAC	Various HVAC deficiencies identified included intake louver, air supply fans, VAV box, and fire dampers.	Staff to prioritize repairs to items related to fire protection and air quality. Will evaluate spreading repairs over multiple budget years.
Fire Suppression Systems	Perform inspection of fire extinguishing system	Will be completed annually along with all other Town facilities
Electrical	Replacement of electrical distribution panels in Zamboni room.	Staff to evaluate with electrical contractor. Panels related to rink operation to remain as is. Panels related to current facility use to be evaluated for replacement in future budget years.
Electrical	Interior lighting retrofit. Replace existing fluorescent fixtures with modern LED equivalents.	Staff have been applying for grant funding for lighting retrofits and floor improvements. Will continue to seek grant funding to improve facility lighting and rink surface.

Staff is recommending that both the northwest storage area and mezzanine areas cease being accessed due to known high priority deficiencies to these areas which are cost pervasive and would not provide a return on investment.

Currently the Spirit of Giving campaign uses the northwest storage area as a storage room. The Shakespeare Festival currently uses the second floor of the stairwell and part of the mezzanine as an indoor storage space. If agreed to by Council to close these areas permanently, Staff will work with the Spirit of Giving campaign and the Shakespeare Festival to determine how to configure use of dressing rooms, under bleacher storage rooms, and/or sea container storage to offset loss of the northwest storage area and mezzanine.

Alternatives:
None.

Financial Implications:
There is no immediate financial implication at this time. Staff intend to propose building maintenance items and facility improvements as part of the 2026 Budget and future budgets.

Attachments:

- Leo Boivin Community Centre Condition Assessment – 2025

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Building Condition Assessment

Leo Boivin Community Centre

A 49

800 Second Street West, Cornwall, ON K6J 1H6
(613) 935-3775
evbengineering.com

PROJECT 25013 | February 5th, 2025
Prepared for the Town of Prescott
Revision #0 – Final

This report was prepared by EVB Engineering in collaboration with Architecture49 and is respectfully submitted to the Town of Prescott. This report provides the Condition Assessment of the Leo Boivin Community Centre, and outlines the expected lifespan of the building's components, as well as estimated cost for repairs.

Reviewed By:

David McConnachie, Architect OAA
Architect
Architecture49

Jordan Gandia, P.Eng.
Structural Engineer
EVB Engineering

Ryan Troutman, P.Eng.
Mechanical Engineer
EVB Engineering

Brad MacCulloch, P.Eng.
Electrical Engineer
EVB Engineering

The disclosure of any information contained in this report is the sole responsibility of the intended recipient. The material in it reflects EVB's best judgement in light of the information available to it at the time of preparation. Any use which a third party makes of this report, or any reliance on or decision to be made based on it are the responsibility of such third parties. EVB Engineering accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report. This limitations statement is considered part of this report.

TABLE OF CONTENTS

List of Tables

Appendices

List of Revisions

Revision #	Date	Issued For	Revision Details
0	2025-02-28	Client Review	Draft
0	2025-05-29	Final	Sealed

1 INTRODUCTION

EVB Engineering was retained by the Town of Prescott to conduct an architectural, structural, mechanical, and electrical condition study of the Leo Boivin Community Centre (Prescott Arena) located at 444 Prince Street in Prescott Ontario.

On February 5th, 2025, Jordan Gandia, P.Eng, Ryan Troutman, P.Eng. and Musab Abdelazim with EVB Engineering, along with Tim Stanley, Architect OAA with Architecture 49 Inc. visited the site to complete the investigative work.

The arena was constructed in 1966 with minor additions and renovations completed over the years including but not limited to a new Zamboni room, a new front entry with lobby renovations, and a new MR-24 roof system. The building stopped being used as a hockey rink in 2018, and has since undergone several further repairs, including concrete floor repairs, masonry crack repairs, the installation of fire-rated ceilings under the bleachers, and modifications to the bleacher railings. These recent modifications are detailed in the Leo Boivin Community Centre – Renovations IFC Drawing Package issued by EVB Engineering and Architecture49 dated May 25th, 2018.

The overall arena footprint measures approximately 118' wide x 218' long. The rink space measures approximate 118' wide x 190' long. A front lobby (west) measures approximate 20' wide x 118' long. There is stair access from the lobby space up to a mezzanine above with a secondary exterior stair exit to the south. There is a low roof area front entry (west) measuring approximately 9'-0" wide x 62'-0" long.

1.1 PREVIOUS STUDIES

Previous arena condition studies were completed and are presented below:

- *Inspection Report*, prepared by McNeely Engineering and Structures Limited, October 1981.
- *Correspondence based on above report*, prepared by the Ministry of Labour and J.D. Lee Engineering Ltd.
- *Inspection Report*, prepared by McNeely Engineering and Structures Limited, February 1986
- *Inspection Reports*, prepared by Eastern Engineering Group Inc. dated February 11, 1991, May 3 1996, March 2, 2006 and May 2011.
- *Arena Condition Study (17202)*, prepared by EVB Engineering with Architecture49, dated October 2017.

Note that only the most recent reports by EVB Engineering and Architecture49, dated 2017, and Eastern Engineering, dated 2011, were available for review.

1.2 SCOPE OF CURRENT STUDY

In discussions with the Town of Prescott, it was determined that the current study would focus on the architectural, structural, mechanical, and electrical components of the building. In particular, the study would focus on the conditions and expected service life remaining for the major components of the buildings, in order to provide a basis for long-term repair planning. This study is not intended to provide a review of OBC compliance of the building.

This inspection was cursory in nature and was limited to the accessible and visible areas of the structure; no destructive testing, excavations or imaging was completed. Due to the timing of the inspection, snow was piled all around the perimeter of the building and exterior landings, making certain areas, including the roof, difficult or impossible to inspect. The overall condition of concealed elements has been inferred based on the observations on the day of inspection; conditions may exist that differ from those observed. This report does not guarantee, warrant, or ensure any defects in the building, observed or hidden.

Site servicing inspections were not completed as part of this report.

1.3 METHODOLOGY

The visual condition of the building components are rated by using one or a combination of the following descriptors:

Excellent: The element is in "like new" condition, and there is no sign of wear or fatigue.

Good: The element shows some signs of wear, but there is nothing that will compromise its integrity.

Fair: The element shows evident signs of wear, and while not compromised it should be monitored closely.

Poor: The element is damaged. Remedial work to fix and/or replace the element is recommended.

After being rated by their condition, the elements are prioritized according to the following categories:

High: A deficiency that presents immediate hazard for the health and safety of the occupants.

Medium: A deficiency that will affect the building or occupants in the near future (roof leaks, etc.). Preventative maintenance.

Low: Non-critical repairs.

2 EXISTING CONSTRUCTION

2.1 ARCHITECTURAL/STRUCTURAL

The following presents the existing conditions of the structure for the architectural and structural assessment. The site conditions are much the same as they were in 2017, save for the noted changes.

2.1.1 FOUNDATIONS AND SLABS

The building is supported off poured in place concrete foundation walls, piers, and footings. The perimeter foundation wall is typically a continuous poured concrete wall, exhibiting patch repair work in some areas performed since the last inspection. Portions of the building including the west entrance and northwest storage room (old Zamboni space) are constructed with a concrete block foundation wall. Footings are assumed to be founded below frost depth, however, no footings were exposed and inspected as part of this review. Snow was piled up against the building in many areas, preventing a visible inspection of the exterior foundation wall and access around the back of the building.

The main floor of the pre-engineered building consists of a concrete slab on grade. The top of the slab is typically about half an inch below top of the concrete foundation around the perimeter of the building. However, the south men's washroom area, the four dressing room areas, and the referee's room all have a finished floor that is depressed approximately 24" below ground floor elevation. Evidence of past concrete repair are apparent in the new Zamboni room, as well as the electrical room.

2.1.2 ROOF STRUCTURE

The arena roof structure is framed with pre-engineered steel columns and rigid frames spanning north-south across the full width of the building approximately 118' feet and spaced approximately 21'-2" o.c. in the east-west direction. The roof is a low slope gable roof extending down from an east west centerline ridge. The high point to the rigid frames measure 24'-0" above the ground floor level. Z-purlins measuring 9 ¼" deep spaced 24" o.c. span east-west between the rigid frames. Diagonal tension rod vertical X-bracing exist between various bays on the exterior north and south walls. Stabilizing braces extend from the rigid frame beam bottom flange up to the adjacent purlin at regular spacings. The building was identified as a Butler type pre-engineered building.

The tops of the steel beams were not accessible during the inspection. However, it is noted that since the previous report, the ceiling and Z-purlins of the main steel structure have been coated with a thermal spray insulation. Additionally, according to the groundskeepers, the issues with the condensation and leaking roof have been fixed.

A Zamboni area addition to the north is constructed with pre-cast hollow core slabs over load bearing concrete block. The front entry addition is framed with load bearing concrete block. The roof framing of this area was not accessible.

2.1.3 WALLS

The exterior walls are concrete block to an elevation of 10'-0" with an air/vapour barrier, rigid insulation and exterior prefinished metal siding. The wall composition above the lower block wall is composed of plywood sheathing with a painted interior finish, bagged fiberglass insulation sandwiched between the structural horizontal girts and exterior prefinished metal siding.

The interior walls of the arena area are concrete masonry block with a painted finish surface both sides.

The lobby, office, and utility room exterior walls are concrete masonry block with a painted interior finish (unpainted in the utility rooms), air/vapour barrier, exterior rigid insulation and prefinished steel siding or masonry veneer. The interior walls of the lobby and offices consist of concrete masonry block with a painted finish on both sides (unpainted in the utility rooms), with exception of the mezzanine walls that are of wood frame construction with either gypsum interior finish or plywood finish.

The above wall descriptions have been assumed based on an exterior visual review only.

2.1.4 MEZZANINE/PLATFORM

At the west end of the building above the lobby area is an approximate 20' wide x 118' long mezzanine area. The central 50' long mezzanine area (viewing/assembly area) is framed with 12" deep open web steel joists @ 24" o.c. spanning east-west between a beam-column line along the east side of the lobby and a block and steel beam line along the west side of the lobby. The mezzanine level extends north and south from the central area (minor hockey office/storage, figure skating office/storage and an egress corridor located on the south side) and is framed with wood floor joists.

2.1.5 EXTERIOR

All building areas are clad with prefinished vertical metal siding with exception of the west entry addition and a small area around the southwest entry which has a brick facade. The west side of the building provides the main entry to the lobby/viewing area including an accessible access exterior ramp.

The chiller and supporting beams, originally located exterior the North-West corner of the building, have been removed. The concrete foundations for the chiller remain.

2.1.6 ROOFING

There are two roofing types between the main arena roof (upper roof) and the surrounding additions (low roof). The main building roof consists of a galvanized finish standing seam roof complete with structural steel framing and bagged fiberglass insulation sandwiched between the structural supports. According to the arena staff, the roof was replaced in 2005. However, during installation, the insulation was drenched in a downpour but was not removed before covering up with the roofing material. The subsequent humidity and leaks were a direct result of that error. Thew arena staff indicated that the water issues have since ceased from being a problem.

The Zamboni room consists of a tar and gravel roof system on hollow core concrete slabs. The old Zamboni room (storage area) consists of a tar and gravel roof system, structure is unknown. The west entry addition consists of a tar and gravel roof system, structure is unknown.

The roofing system for the arena provides drainage from exterior gutters, eaves troughs and downspouts. The roofing system for the current Zamboni room and the front lobby addition provides drainage through roof drains and internal rain water leaders. The roofing system for the old Zamboni room surface drains.

Since the roof was inaccessible during the most recent site visit, the above roof descriptions have been taken from the previous site report and were assumed based on an exterior visual review only.

2.1.7 FLOORING

The flooring types are designated by three main areas; arena, lobby and mezzanine. The flooring material of the arena, Zamboni rooms and offices consists of rubber material, and exposed concrete. The flooring material within the lobby and ancillary rooms consists of sheet rubber. The mezzanine flooring consists of sheet vinyl flooring, vinyl tile, carpet and exposed plywood sheathing.

2.1.8 DOORS AND HARDWARE

Exterior door quantities and types are summarized as follows:

- 6 Exterior double doors
- 2 Exterior overhead doors
- 4 Exterior single doors

Interior doors consist of hollow metal doors from the rink space into the lobby and wooden doors leading to and located on the mezzanine. The main entry vestibule is provided with two sets of double aluminum glazed doors. The current Zamboni room is provided with an overhead door to the arena area.

Doors designated as exit doors are provided with push bar panic hardware. Doors leading to offices are provided with standard deadbolt locks and round door knobs. Doors to dressing rooms are provided with a push plate and pull handle as well as a deadbolt lock. All exterior doors are provided with door closures.

2.1.9 WINDOWS

There is a total of three exterior windows between the electrical room, main entry, and facility manager's office. All windows are constructed of an extruded aluminum frame c/w single pane glazing. The manager's office has an operable sash for natural ventilation. Interior windows located in the viewing area of the ground floor lobby are constructed of single pane (assume tempered glazing), with an extruded aluminum frame. The viewing windows located at the mezzanine are constructed with plexiglass inside a wood frame. The windows located in the figure skating room are constructed of a wooden frame with single pane glass. There is an operable steel mesh that was used to cover this glazing that is currently not in use.

2.1.10 BLEACHERS/STANDS

The bleachers/stands are constructed of wood frame dimensional lumber with a finish paint on the exterior supported by a steel frame. The bleacher seating area is approximately 20" deep by 18 ½" high. The guardrail and handrail heights vary from 24" to 26". Exiting from each bleacher/stand consist of two exit stairs varying from 24" to 32" wide.

2.1.11 STAIRS/EXIT STAIRS

There is an interior stair leading up to the mezzanine area complimented by an exterior exit stair located on the south side of the building providing a secondary means of egress from the mezzanine level. At the time of inspection, a large bank of snow made it impossible to inspect the top of the landing. The interior stair has a wooden handrail and the exterior stair is provided with an integral steel guardrail approximately 35" in height with handrails on each side.

2.1.12 WASHROOMS

The public women's washroom is located directly off the main lobby/viewing area and consists of three (3) water closets and two (2) lavatories. The public men's washroom is located within the rink area between the referee's room and dressing room #3 and has three (3) steps/risers down to a recessed floor area. The public men's washroom consists of three (3) water closets, two (2) lavatories and one (1) urinal.

2.1.13 DRESSING ROOMS

There is a total of four (4) dressing rooms and one (1) referee dressing room all located underneath the south bleachers/stands. All dressing rooms have three (3) steps/risers down to a recessed floor area. The referee room is provided with one (1) water closet, one (1) lavatory, one (1) urinal and one (1) shower stall. All four (4) dressing rooms are provided with one (1) water closet, one (1) urinal, one (1) lavatory and one (1) shower stall. Soap and towel dispensers are provided in each room.

2.1.14 CANTEEN/KITCHEN

The canteen/kitchen is located directly off the lobby viewing area and the main entry vestibule. The canteen/kitchen contains a stainless steel preparation station and commercial type cooking appliances with range hood and integrated fire suppression system. It can service the lobby via a roll up shutter facing the lobby. There is also a kitchen storage room southerly of the canteen/kitchen provided with an exterior door.

2.1.15 LOBBY/VIEWING AREA/OFFICES/SERVICE ROOMS

The lobby/viewing area can be accessed by three sides. From the south entry, the west main entry and the north bleacher/Zamboni area. The area provides access to the rink area, the canteen/kitchen, the public women's washroom and access to the mezzanine. This area also includes the pro room office, first aid room, facilities manager's office, mechanical room, and electrical room.

2.2 MECHANICAL

2.2.1 PLUMBING SYSTEMS

Domestic cold-water supply enters the building through the floor slab in the mechanical room. A Neptune water meter is installed on the main pipe just after the pipe rise from the floor. The water is then distributed to the fixtures and the water heaters via copper piping. Some thermal insulation was observed on the piping.

Hot water to the building is provided by a combination of one (1) hot water tank and three (3) tankless heaters. The electric hot water tank, which is less than 8 years old, is located in the southwest corner of the mechanical room and supplies hot water to the canteen, women's washroom, first aid room and minor hockey kitchen. A 199,000 BTU/h (58 kW) Navien, gas-fired tankless water heater is located in, and serves, the Zamboni room. Hot water for the referee room, dressing room 1 and dressing room 2 is provided by a 180,000 BTU/h (53 kW) Navien, gas-fired tankless water heater located in dressing room 2. A 175,000 BTU/h (52 kW) Bosch, gas-fired tankless water heater located in dressing room 3 provides hot water to the men's washroom, dressing room 3 and dressing room 4.

A water softener system is located in the Zamboni room. The system is no longer in use as it was previously used for the Zamboni to flood the ice surface.

The sanitary drainage system connection for the building is within the mechanical room. Visible sanitary drainage piping appears to be constructed from ABS and cast iron. Some fixture traps are also constructed from stainless steel.

Roof drains are located on the Zamboni room roof and the roof of the addition containing the main entrance, canteen and women's washroom. The Zamboni room roof drain connection to the storm sewer system is located adjacent to the sink and water heater in the Zamboni room. Roof drainage piping serving the addition runs through the women's washroom prior to exiting through the west wall and discharging to the storm sewer below grade. All of the visible storm water piping appears to be ABS with insulation only observed on the storm water drainage piping located in the women's washroom.

Natural gas is distributed to the tankless water heaters, infrared tube heaters and the furnaces via threaded steel piping. The natural gas meter is located at the southwest corner of the building, adjacent to the canteen storage exterior entrance.

As described above in Section 2.1, plumbing fixtures are located in the four (4) dressing rooms, referee room, two (2) public washrooms. Other areas containing plumbing fixtures include the canteen kitchen, Zamboni room, electrical room, first aid room, minor hockey kitchen, the northwest storage room and lobby, as summarized in Table 1 below.

TABLE 1: PLUMBING FIXTURES

AREA	LAVATORIES	TOILETS	URINALS	SINKS	OTHER FIXTURES	TOTAL
Canteen Kitchen	1			1		2
First Aid Room	1				1 (hose bib)	2
Women's Washroom	2	3			1 (floor drain)	6
Dressing Room 1	1	1	1		2 (floor drain and shower)	5
Dressing Room 2	1	1	1		2 (floor drain and shower)	5

AREA	LAVATORIES	TOILETS	URINALS	SINKS	OTHER FIXTURES	TOTAL
Referee Room	1	1	1		1 (shower)	4
Men's Washroom	2	3	2		1 (floor drain)	8
Dressing Room 3	1	1	1		2 (floor drain and shower)	5
Dressing Room 4	1	1	1		1 (shower)	4
Zamboni Room				1	3 (two floor drains and a hose bib)	4
Electrical Room				1		1
Minor Hockey Kitchen				1		1
Lobby					1 (drinking fountain)	1
NW Storage Room					1 (floor drain)	1

2.2.2 HVAC

HEATING

Building heating is provided by gas-fired furnaces located in:

- the pro room;
- the corridor between dressing rooms 1 and 2;
- the corridor between dressing rooms 3 and 4;
- the referee room;
- the men's washroom;
- the Zamboni room; and,
- the upstairs furnace room.

Heating for the bleacher areas is provided by four (4) infrared tube heaters, with two (2) heaters located above the northwest bleachers and two (2) located above the southwest bleachers.

Electric baseboard heaters were also observed in the ticket booth adjacent to the main entrance, canteen storage area and upstairs storage room.

Heating in the mechanical room is provided by two (2) Ouellet unit heaters. An electrical unit heater is also located in the Zamboni room.

COOLING

The cooling equipment, with the exception of the ammonia refrigeration system, has been removed as part of the decommissioning of the ice rink. The ammonia refrigeration system is no longer in use.

VENTILATION

Ventilation for the mechanical room, dressing rooms, referee room and men's washroom is provided by a wall mounted exhaust fan located in each room. Ventilation and heating for the upstairs area is provided by a variable air volume ("VAV") box located in the ceiling. A ceiling mounted exhaust fan and a range hood ducted to a roof mounted exhaust fan serve the women's washroom and canteen, respectively. A centrifugal exhaust fan, located above the scoreboard on the east wall, provides ventilation for the rink area. In 2015, approximately, the centrifugal fan motor was upgraded for integration with the ammonia detection system and to comply with applicable codes.

Supply air to the building is provided by:

- a mechanically operated louver/damper located in the west wall above the Norm Fortier Room;
- an intake louver in the mechanical room;
- a ground-level intake louver in the Zamboni room; and
- a supply fan located on the roof of the canteen kitchen area.

Two additional air intake openings are located in the compressor room in the Zamboni area.

2.2.3 FIRE SUPPRESSION SYSTEMS

The building is not sprinklered and fire suppression systems are limited to handheld fire extinguishers and a Kidde Fire System for the canteen.

2.3 ELECTRICAL

2.3.1 ELECTRICAL – NORMAL POWER DISTRIBUTION

The Leo Boivin Community Centre (Prescott Arena) is provided with a three phase 600V – 600Amp electrical service from the St. Lawrence Distribution LDC. The service cables run underground from a utility pole c/w polemount transformers located in Prince St. to the arena. The utility-owned transformers are outside of the scope of this condition assessment but appear to be have been upgraded to within the last two years.

The 600V distribution is used to power the electric heating, lighting and larger mechanical loads within the arena. Dry-type step down transformers are provided to supply the 120/208V distribution equipment. A 600V: 347/600V transformer is provided to serve the 347V light within the rink.

The feeders between the various distribution panels and equipment are installed in EMT conduit. Branch circuit wiring is generally AC-90 armored cable concealed within walls and ceilings in finished spaces and surface mounted in unfinished spaces

2.3.2 ELECTRICAL – EMERGENCY POWER DISTRIBUTION

The Arena does not include an emergency power supply to provide power during a utility power outage.

2.3.3 ELECTRICAL – FIRE ALARM

A single stage fire alarm system including smoke/heat detectors, manual pull stations, and audible notification appliances is provided throughout the arena. A FA-1000 series fire alarm control panel is located at the main entrance area to control the entire system in the building as shown in figure EFA1.

2.3.4 ELECTRICAL – LIGHTING AND LIGHTING CONTROLS

The interior lighting consists primarily of surface mounted fluorescent tube fixtures. In general, the interior lighting is controlled by wall mounted toggle switches.

The exterior lighting consists of LED wall packs mounted above the doors at high elevations on the building. The fixtures on the arena building are controlled automatically by a photocell control located on the lighting fixture.

2.3.5 ELECTRICAL – EMERGENCY LIGHTING

The emergency lighting is provided by individual battery packs with integral emergency lights. These units are provided at strategic locations to maintain emergency lighting continuity along egress paths. Combination Exit/Emergency Lighting units are provided at the building exists and along egress routes. Emergency lighting is extended with remote heads powered from the nearest battery unit in some locations to provide complete coverage along egress paths. The emergency lighting units are generally provided with halogen light bulbs.

3 INSPECTION RESULTS

3.1 ARCHITECTURAL/STRUCTURAL

The following presents the results of the architectural/structural inspection of the structure.

3.1.1 FOUNDATIONS AND SLABS

From what could be seen around the snowbanks, the overall condition of the foundations remains in fair condition, with some noted areas of concern.

The damage to the block foundation wall around the north side storage room suggests that settlement and cracking have only further deteriorated since the last inspection. Inadequate soil bearing has also affected the slab on grade, which exhibits severe cracking and differential settlement. The settlement has caused structural issues with the concrete block bearing walls as well. The condition of the foundation in this area is considered poor, and it is recommended that this room be demolished or rebuilt.

A large crack was observed in the concrete foundation wall in the Northwest portion of the building. The concrete foundation in this area remains moderately spalled and scaled in some areas, with the worst areas having been repaired since the last inspection. It is recommended that the cracks and scaled concrete be repaired. To extend the service life of the foundation, parging in this area may be considered.

In general, the condition of the concrete slab on grade is fair, with select locations in poor condition. Evidence of concrete slab repair was evident in the concrete slab in several locations. The slabs in the electrical room and Zamboni room have been repaired and did not shown signs of continued settlement. Elsewhere, moderate to severe cracking was observed in several areas, including in the Zamboni room, changerooms 1 and 2, and various locations in the main rink area. At a few locations around the perimeter of the slab, the fiberboard infill joint had deteriorated.

3.1.2 ROOF STRUCTURE

In the areas that were observable, the overall condition of the roof structure appears to be in good condition. However, it was noted that in several frames, spot corrosion was observed, similar to what was reported in the previous study by EVB. Furthermore, in unpainted areas of the frames (below the bleachers, and in certain parts of the mezzanine), mild to moderate corrosion was noted, though not considerably worse than during the previous inspection.

Discussions with the arena staff indicated that the installation of wet insulation on the roof caused high humidity and leaks in the past. While the humidity and roof leaks were not noted during this inspection, there was observed some discolouration of the new spray foam insulation over some of the steel beams, potentially indicating water damage. Regardless, the previous report noted that mild to moderate corrosion occurred due to the high humidity at select locations in the steel roof structure. Locations of corrosion identified in the previous report include along the top of the main frame beams, and along the purlins and connections. Even if the humidity and leaks since then have been dealt with, it is recommended that these areas be inspected, any corrosion be cleaned, and the steel be repainted.

3.1.3 WALLS

Since the previous inspection, many of the cracks in the block walls have been repaired. However, the northwest storage room block walls remains in much the same condition since the last inspection, exhibiting severe step cracking due to foundation settlement. As noted above in Section 3.1.1, it is recommended that the storage room be demolished or rebuilt.

The step cracking observed in the block wall above the man door of the Zamboni room is much the same as last time. However, at the base of the wall, beside the entrance, it was noted that the bottom layer of concrete block was completely spalled off. It is recommended that the base of the block wall and cracking be repaired.

The control joint at the concrete lintel over the southeast exit door has been repaired since last inspection, however, the crack has begun to reopen, potentially indicating continued settlement.

Various vertical cracks were observed in the front entry block walls, in the entrance to the women's washroom, between the west end block walls. Some of these cracks have evidence of past repair. The crack in the northwest corner of the women's washroom appears to have grown and lengthened since last inspection.

3.1.4 MEZZANINE/PLATFORMS

While not accessible during this inspection, the previous report indicates that the joists framing the floor area of the corridor mezzanine leading south from the Norm Fortier room were notched at the west bearing. As per the previous report, a design review of the south corridor south to the exit is recommended.

Additionally, a design review of the east score clock access platform is recommended.

3.1.5 EXTERIOR

Exterior review of the building condition was limited to what was visible due to snow accumulation. It is recommended to review downspouts and lower portion of the Eastern façade later this year after the snow melts. There are several exterior penetrations that would require sealant as well as aged sealant around all exterior windows and doors that should be replaced. Several exhaust caps are patched with duct tape and are no longer functional. Our recommendation is to remove and cap the existing penetrations accordingly. The south entry soffit is missing a portion allowing the possibility of wildlife access. While the exterior metal cladding appears to be in general good condition for its lifespan, it is recommended to repair and/or replace portions of metal siding where damaged by impact, refer to North façade photo A3.

3.1.6 ROOFING

The roof was not safely accessible for review during the inspection and was covered with snow. It is recommended that an inspection be performed later this year after the snow melts.

The underside of the bagged fiberglass insulation, which was previously reported to be ripped in some areas and exhibit water damage, has since been covered with spray foam insulation. Some select areas, including over some main frame steel beams, and at the corners, exhibited brown discoloration, which may be due to water damage.

3.1.7 FLOORING

The flooring within the arena and lobby/ancillary rooms appears to be in good functional condition, with exception to where the exposed concrete slab finish requires repair. Refer to structural review under Section 3.1.1.

3.1.8 DOORS AND HARDWARE

The exterior south exit door from the mezzanine does not allow for adequate clearance for snow and ice and could potentially cause egress obstruction. All exterior doors are showing signs of wear/corrosion and failing hardware. It is recommended to replace all exterior hollow metal doors, frames and hardware to facilitate proper egress. With respect to interior doors, all appear to be functional and in working condition, although several egress doors appear to have door hardware that is beyond its lifespan and replacement is recommended; this would also allow upgrades to OBC compliant type of hardware. It is recommended that disabled door operators be installed at the main entrance doors.

3.1.9 WINDOWS

The exterior windows appear to be single glazed units other than the operable sash in the facility manager's office. Exterior sealant is deteriorating and needs replacement. In general, the window systems are beyond their lifespan, and we would recommend replacement with energy efficient/maintenance proof window systems. The interior windows located on the mezzanine viewing are constructed of Plexiglas. A design review of the plexiglass windowpanes is recommended.

3.1.10 BLEACHERS/STANDS

Previous work completed in 2018 to add fire separations and rail/guard supports within the change room/bleachers area appear to be in good condition.

3.1.11 STAIRS/EXIT STAIRS/LANDINGS

During the site investigation, arena staff indicated that the exterior landing at the southwest corner of the building was never properly reattached to the canopy structure. While the landing itself was full of snow, the previous report indicates multiple code violations, as well as corrosion on the steel structure. It is recommended that the landing and stairs be replaced, and that the exterior canopy supporting the landing be structurally reviewed for such changes.

3.1.12 WASHROOMS

The washrooms appear to be in good working equipment condition, other than a lack of barrier-free maneuvering space and washroom accessories. As per current OBC requirements under 3.7.4.3.C, the current washroom water closet/urinal quantity appears to be adequate, nevertheless, there is no barrier free accessible washroom facility provided other than a tilted mirror and countertop cutout for knee clearance. It is recommended that at least a single unisex universal washroom be considered, and an upgrade to existing faucets to be useable with a closed fist, lever type.

3.1.13 DRESSING ROOMS

Each change room is accessed by a stair either within the room itself or corridor from the main arena space. It is required by code to include a railing at each location. The condition of Interior wall finishes within the change rooms appear consistent with the remainder of the building, weathered but acceptable for its lifespan. Ongoing demolition work within change room is shown on images A25 & A26.

3.1.14 CANTEEN/KITCHEN

The canteen/kitchen is required to be separated from the remainder of the building by a fire separation. The current aluminum shutters do not appear to be fire rated and should be replaced with new labelled fire rated shutters. There are also several ductwork and piping penetrations that are not provided with proper fire stopping.

3.1.15 LOBBY/VIEWING AREA/OFFICES/SERVICE ROOMS

A fuel fired appliance has been located/installed within the coach's office. In accordance with OBC requirements, this appliance is required to be in a service room which is fire separated from the remainder of the building. It is noted that ductwork from said furnaces provides heat for the ancillary rooms and lobby/viewing area. There are no fire dampers located within the walls to which the ductwork penetrates. Other than fire safety related items the lobby/viewing area/offices appear acceptable.

3.2 MECHANICAL

3.2.1 PLUMBING SYSTEMS

Overall, the building plumbing and water distribution piping appears to be in fair condition considering a majority of the piping was noted to be installed during the original building construction in the 1960s. The plumbing is near or at the end of its expected life as copper and ABS plumbing systems typically have a life expectancy of approximately 50-70 years. Evidence of spot repairs of the piping were also identified during the inspection and facility staff have noted multiple repairs have been made to the plumbing in the dressing rooms in recent years.

LOBBY

Plumbing fixtures in the lobby are limited to the combined water bottle filling station and drinking fountain. The fixtures appeared to be in good condition.

DRESSING ROOM 1

The piping in Dressing Room 1 is currently undergoing maintenance to repair a leak and the distribution piping concealed in the wall, now exposed due to maintenance activities, showed signs of corrosion on the exterior of the piping. Visible plumbing serving the lavatory and urinal appeared to be in good condition. Handles have been removed for all but two of the shower valves.

Condensate drain piping serving the furnace located in the corridor between dressing rooms 1 and 2 discharges into the shower. The condensate drainage piping appears to be in good condition.

DRESSING ROOM 2

Upon inspection of dressing room 2, an odour was present suggesting one or more plumbing fixture traps had lost their water seal. The plumbing piping in dressing room 2 was concealed in the block wall or concrete floor with the exception of the lavatory and urinal plumbing. The overall condition of the plumbing fixtures appeared to be fair. At the time of the inspection, the urinal was not operational. Additionally, the trap serving the urinal appeared to be a S-trap given the drain orientation and lack of observed vent. S-traps are known to induce syphoning leading to loss of water seals in the trap "U". Handles serving the lavatory water supply shutoff valves and the grate for the shower drain appear to have been removed.

A Navien tankless, gas-fired water heater is also located in dressing room 2. The exact installation date of the unit is unknown, however the unit is estimated to be approximately 12-15 years old. The water heater appeared to be in good condition.

REFEREE ROOM

Overall, the plumbing fixtures and exposed piping in the referee room appeared to be in good condition. Handles for the shower valves were removed at the time of the inspection.

Additionally, the condensate tubing from the gas-furnace located in the referee room drains into the shower.

MEN'S WASHROOM

The condition of the plumbing and fixtures in the men's washroom appears to be in fair condition. Damage was observed to the reservoir lids of each water closet and to one of the faucets. The water distribution piping to the urinals in the Men's Washroom appears to have been replaced, however the date of the replacement is unknown.

PVC piping was observed to be directly connected to the sewer piping without the use of a trap. The PVC piping serves as the condensate drain for the furnace located in the men's washroom.

DRESSING ROOM 3

Similar to dressing room 2, a sewer gas odour was identified in dressing room 3 with the cause likely to be from a trap that has lost its water seal. The plumbing fixtures did however appear to be in good condition with the exception of a minor leak from the lavatory faucet.

The Bosch tankless water heater located in dressing room 3 appeared to be in good condition. The age of the unit is estimated to be approximately 12-15 years.

DRESSING ROOM 4

The plumbing fixtures and visible piping in dressing room 4 appeared to be in good condition. The drainage piping serving the lavatory and urinal below the lavatory was not accessible at the time of the inspection. The condensate drain serving the gas furnace located in the corridor between dressing rooms 3 and 4 appeared to have been cut allowing condensate to drain along the wall above the shower.

ZAMBONI ROOM

The Zamboni room contains a utility sink, hose bib, discontinued water softener system and a Navien gas-fired, tankless water heater. The equipment appears to be in fair condition with an estimated age of over 20 years with the exception of the tankless water heater which is estimated to be approximately 12-15 years old.

The fixtures in the Zamboni room drain indirectly into the catch basin below the grate.

NORTHWEST STORAGE

As noted in this report, the northwest storage room floor has severe cracks and may be sinking. Due to the potential movement of the slab, the floor drain may be damaged however, a visual inspection of the pipe could not be conducted at the time of the site inspection.

ELECTRICAL ROOM

Plumbing fixtures in the electrical room are limited to a sink and associated drainage and supply piping. The overall condition of the plumbing appears good.

MECHANICAL ROOM

As described in subsection 2.2.1, domestic cold water supply piping enters the building in the mechanical room. Additional plumbing fixtures located in the area are limited to a hot water tank, which is less than 8 years old and appears to be in excellent condition. The distribution piping, which is estimated to be original, appears to be in good condition. Limited insulation was also observed on some of the distribution piping.

A backflow preventer was not observed in the main domestic water supply piping for the building.

WOMEN'S WASHROOM

The distribution and drainage piping appears to be in fair to good condition in the women's washroom. The tee-wye fitting for the lavatory on the right was observed to be in the wrong orientation. The lavatories, water closets and floor drain appeared in good condition with the exception of one (1) water closet that was clogged.

The roof drainage piping located in the southernmost water closet appeared to be in good condition with minor damage to the insulation wrap.

CANTEEN KITCHEN

Plumbing fixtures and piping in the canteen kitchen appeared to be fair to good condition. A minor leak was observed from the sink pre-rinse sprayer and the cold water tap for the sink did not appear to function. No

functional issues were noted with the lavatory. A spare water supply connection for a countertop appliance was also observed with the piping appearing to be in good condition.

A grease interceptor was not observed in the canteen kitchen. A grease interceptor is required under Clause 7.4.4.3 of the 2024 Ontario Building Code ("OBC"), "…*where a fixture discharges sewage that includes fats, oils or grease and is located in an area where food is cooked, processed or prepared, it shall discharge through a grease interceptor*".

FIRST AID ROOM

The plumbing piping, hose bib and lavatory fixture in the first aid room appear to be in fair condition. Capped water supply piping was observed in the cabinet below the lavatory.

MINOR HOCKEY KITCHEN

Plumbing fixtures in the minor hockey kitchen are limited to a sink and associated distribution and drainage piping. The system appears to be in good condition.

3.2.2 HVAC SYSTEMS

GAS-FIRED FURNACES

As described in subsection 2.2.2, gas-fired furnaces are located in:

- the pro room;
- the corridor between dressing rooms 1 and 2;
- the corridor between dressing rooms 3 and 4;
- the referee room;
- the Zamboni room; and,
- the upstairs furnace room.

The furnaces, including the air intake and flue exhaust piping, appeared to be in fair to good condition. There were no available records for the installation date of the furnaces at the time of the inspection with staff estimating the furnaces to be over 20 years old. Severe rusting was observed around the base of the furnace located in the corridor between dressing rooms 3 and 4. It is unknown if the cause of the rust was condensate leakage from the furnace or from another source of water infiltration.

The ductwork serving the furnaces appeared to be in good condition. Fire dampers were not observed on the ductwork passing through walls.

TUBE HEATERS

Gas-fired tube heaters provide heating to the bleacher area. Exhaust points for the units are located on the roof and in the north wall for the south units and north units, respectively. The heaters appear to be in fair condition; damage to a reflector was noted on one of the south bleacher heaters. Maintenance staff confirmed that a radiant tube heater serving the north bleachers was replaced approximately 10 to 15 years ago while the remaining heaters are estimated to be over 20 years old.

UNIT HEATERS

As described in Subsection 2.2.2, unit heaters are located in the mechanical room and in the Zamboni room. The Ouellet heaters located in the mechanical room appear to be in good condition while the unit in the Zamboni room appears to be in fair condition. All three units are estimated to be over 20 years old.

BASEBOARD HEATERS

The baseboard heaters located in the ticket booth, canteen storage area and upstairs storage room appear to no longer be in use as these units have been switched off at the electrical panel. The units are estimated to be over 20 years old and are in fair condition.

VENTILATION FANS

Each dressing room is equipped with a dedicated exhaust fan that is operated by a manual switch located adjacent to the fan. At the time of the site inspection, the fan meant to serve dressing room 3 was removed and the fans in dressing rooms 2 and 4 were not operational. The fans located in dressing room 1 and the referee room appeared to be in fair condition. Damage and wear to the exterior weather hoods, including missing damper flaps, was observed.

Exhaust fans serving the men's and women's washrooms appeared to be in fair condition. Additionally, the wall mounted fan in the men's washroom produced excessive noise and vibration when activated.

The range hood and ceiling exhaust fan serving the canteen and minor hockey kitchen, respectively, appeared to be in good condition. Access to the roof above the canteen was not available at the time of the site visit and visual inspection of the rooftop upblast fan serving the canteen was performed from ground level.

Ventilation for the mechanical room is provided by a Canarm model S20-F1 wall mounted exhaust fan equipped with a stack for venting ammonia emissions. The exhaust fan and stack appeared to be in good condition.

The centrifugal exhaust fan located above the scoreboard appeared to be in fair condition. As described in subsection 2.2.2, the fan motor was replaced approximately 10 years ago to increase the fan flow rate for integration with the ammonia detection system. The weather hood serving the centrifugal fan appeared to be in fair condition.

Records of installation dates and maintenance of the exhaust fans were not available at the time of the site inspection and the ages of the exhaust fans are estimated to be over 20 years old.

AIR INTAKES

The main building air intake is provided by a motorized louver/damper located on the west wall above the main entrance roof. The unit appeared to be in good condition while the weather hood appeared to be in fair condition. The weather hoods serving the former air intakes are still present adjacent to the current main air intake however maintenance staff have advised that these openings are no longer in use.

The air intake louver serving the mechanical room appeared to be in fair condition as some damage was noted and cleaning of the bird screen is required.

Air inlets serving the Zamboni room and compressor room appeared to be in fair condition. Minor damage to the screens serving the ground level intakes were noted.

Supply air to the canteen area is provided by a rooftop supply fan. Visual inspection of the unit was limited to observations from ground level. No maintenance records or installation records for the unit were available at the time of the site inspection.

The age of the air intake equipment is estimated to be over 20 years old.

VAV BOX

The VAV box is located in the ceiling plenum above the Norm Fortier Room. The unit appeared to be in fair condition. Ductwork located in the plenum space appeared to be in fair condition as some damage to the round ductwork and duct insulation was observed. The diffusers serving the Norm Fortier Room were in good condition. The age of the VAV box and duct work is estimated to be over 20 years old.

3.2.3 FIRE SUPPRESSION SYSTEMS

The fire extinguishers located throughout the building and the Kidde kitchen fire suppression system appear to be in good condition. The inspection tag for the kitchen fire suppression system was noted to have a most recent inspection date of January 2021.

3.3 ELECTRICAL

3.3.1 ELECTRICAL – NORMAL POWER DISTRIBUTION

The electrical distribution equipment in the arena is generally from one distinct vintage:

3.3.1.1 ORIGINAL 1966 PANELS:

• Location: These panels are located in the main electrical room supplying the arena building and distributing to the Zamboni room, Office, North Mezzanine storage, and Norm Fortier area.

• Service Life Expectancy: Electrical panels typically may have a service life expectancy of approximately 40 years. Given that these panels are now over 54 years old, they have significantly exceeded their expected operational lifespan. These panels are outdated and may not meet current safety standards or provide reliable performance. The replacement of these panels should be made a priority to ensure continued reliability and compliance with modern standards.

3.3.1.2 CONDITION SUMMARY:

The aging condition and the appearance of the distribution panels indicates that many have surpassed their expected service life and it is recommended that the original panels from the time of building construction in electrical room, mechanical room, north mezzanine storage, Norm Fortier room storage, and the lighting fixtures be replaced due to their age and condition. The electrical power distribution panel, and equipment in the Zamboni room violate the code, as well as the corrosion that appears in the surface. It is recommended to replace/upgrade to ensure they continue to function safely and reliably, and the minimum clearance distance from the equipment inside the room 1 meter to be maintained.

The condition of the various distribution equipment throughout the building has been summarized below.

TABLE 2. ELECTRICAL DISTRIBUTION CONDITION ASSESSMENT

ID	Location	Description	Condition:	Notes:
E1	Electrical room	Items with tag number: 444-BX-3 444-BX-4 444-BX-6 444-BX-7 444-BX-12 444-BX-13 444-BX-14 444-BX-15 444-BX-10 444-BX-16	Poor	Electrical power distribution system estimated to be from the time of building construction in 1966, therefore, the electrical equipment recommended to be replaced. Since the arena stopped being used as a hockey rink the electrical load has decreased, and system service can be downsized.
E2	Electrical room	Items with tag number: 444-BX-17 444-BX-11 444-BX-18 444-BX-8	Fair	The electrical equipment estimated to be installed withing the past 15 years.
E3	Mech. Room	Items with tag number: 444-BX-51 444-BX-52 444-BX-53 444-BX-42 444-BX-43 444-BX-44 444-BX-45 444-BX-46	Poor	Electrical power distribution system estimated to be from the time of building construction in 1966, therefore, the electrical equipment recommended to be replaced or removed.
E4	Zamboni room	Items with tag number: 444-BX-22 444-BX-23 444-BX-24 444-BX-25 444-BX-26 444-BX-27 444-BX-28 444-BX-29	Poor	Recommended to replaced/upgraded due to the corrosion. Clearance distance of 1 meter to be maintained to ensure appliance with the code.
E5	Office	Items with tag number: 444-BX-41	Fair	Electrical panel estimated to be from the time of building construction in 1966, therefore, it's recommended to be replaced/upgraded.
E6	North mezzanine storage and Norm Fortier room storage	Items with tag number: 444-BX-33	Poor	Electrical panel estimated to be from the time of building construction in 1966, therefore, it's recommended to be replaced/upgraded.

3.3.2 ELECTRICAL – FIRE ALARM

Upon inspection, the fire alarm control panel at the arena appears to have been properly installed and in good working order. At the time of inspection February 5, 2025, visual inspection was conducted to verify and note down the possible deficiencies in the system. There weren't visible issues or deficiencies noted in the control panel, however the control panel indicates final inspection to be 12 years old, as there wasn't maintenance inspection sheet or certificate provided in the control panel. The expected service life for a fire alarm system is 15-20 years as products are no longer supported and parts become harder to source. There are many fire alarm systems in service that are beyond the 20 year service life, however it is recommended to plan for a replacement of the fire alarms system, exit sign and various devices in the next 5 years. In the interim, annual testing/verification of the system by a certified fire alarm technician can ensure the system is operating as intended.

3.3.3 ELECTRICAL – LIGHTING

The arena facility lighting is generally in fair to poor condition. The fluorescent lights are functional but are prone to increased maintenance costs associated with lamp replacement and ballast failures within the fixtures.

During the site inspection, it was observed that the exterior lighting fixtures were operating during daylight hours, which is contrary to expected functionality. Typically, these fixtures should be off during daylight due to the presence of a photocell or similar daylight sensing control system. The fact that they were active suggests a potential malfunction or failure in the lighting control system.

Possible causes for this issue may arise from the photocell sensor, which may not be detecting the daylight levels, or installation wiring issues that could be preventing the sensor from functioning correctly, or it might be a power supply or other electrical components controlling the operation of the light such as analog timer controller. In all cases, further investigation and diagnostic testing are recommended to determine the root cause and identify appropriate corrective actions to restore proper functionality of the lighting controls.

In general, some of the emergency lighting fixtures are damaged which maintenance or replacement is recommended.

A full lighting retrofit should be considered in the near future to install long-life, high performing LED fixtures which will reduce/eliminate ongoing maintenance costs associated with the lights as well as provide energy savings with their higher efficiencies compared to fluorescent fixtures.

A full cost analysis to determine the pay back on a lighting retrofit was not completed as part of the condition assessment due to time constraints however we have provided estimated order of magnitude costs to retrofit the fixtures with modern LED fixtures throughout the building.

TABLE 3. LIGHTING CONDITION ASSESSMENT

ID	Location	Description	Condition:	Notes:
E7	ZAMBONI ROOM	Fluorescent Strip Light Fixture, T8, 1-Lamp, 4 Ft Single Straight Blade Receptacle Outlet	Fair	Photo: E71 208/120V Photo: E72 208/120V
E8	All other areas except for Rink Surface	Fluorescent Strip Light Fixture, T8, 2-Lamp, 4 Ft Emergency exit sign Duplex Receptacle Outlet Emergency exist sign	Poor	Photo: E81 208/120V Photo: E82 208/120V Photo: E83 208/120V
E9	North mezzanine storage	Single bulb light fixture	Fair	Photo: E91 208/120V
E10	Norm Fortier room storage and Mezzanine corridor	Fluorescent Strip Light Fixture, T12, 2-Lamp Emergency exit sign	Poor	Photo: E101 208/120V Photo: E102 208/120V

4 DEFICIENCIES

Refer to Table 4 through Table 6 below for a breakdown of the noted deficiencies prioritizing the repairs with timelines, budget costs and photos. Refer to Table 7 for a summary of the total budget costs.

4.1 ARCHITECTURAL AND STRUCTURAL DEFICIENCIES

TABLE 4. ARCHITECTURAL AND STRUCTURAL DEFICIENCIES

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	1.0 FOUNDATIONS AND SLABS				
1.1	Northwest storage room settlement.	High	<1 yr	See deficiency 3.1	S1 to S4
1.2	Northeast foundation cracking, scaling, and spalling. Crack/scaling repair.	Medium	3 yrs	$3,000	S5, S6
1.3	Slab on grade cracking.	Low	Monitor	$7,000	S7 to S11
			SUBTOTAL	**$10,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	2.0 ROOF STRUCTURE				
2.1	Moderate corrosion noted on unpainted portion of purlins, purlin support clips, and main frame splice plates. Corrosion noted on previous EVB report, not observed during recent inspection.	High	<1 yr	$100,000	Refer to EVB Report (17202)
2.2	Mild spot corrosion noted on underside of frames.	Medium	3 yrs	See deficiency 2.1	S12
2.3	Mild corrosion noted on unpainted frame areas (restricted inspection)	Medium	3 yrs	See deficiency 2.1	S13 and S14
			SUBTOTAL	**$100,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	3.0 WALLS				
3.1	Northwest storage room settlement and step cracking. Price for demolition and infilling exterior wall is given, as well as a price for demolition and rebuilding (in brackets).	High	<1 yr	$40,000 ($95,000)	S1 to S4
3.2	Zamboni room step crack and spalled blocks.	High	<1 yr	$3,000	S15, S16
3.3	Southeast exit door. Block crack above west side of exit door.	Medium	5 yrs	$2,000	S17
3.4	Vertical crack/movement noted at joint between front entry block walls and west end wall block.	Medium	5 yrs	$6,000	S18 to s20
			SUBTOTAL	**$51,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	4.0 MEZZANINE/PLATFORMS				
4.1	Corridor south from Norm Fortier Room, design review of wood floor joists recommended. Joist notched at bearing.	High	< 1 yr	$3,000	Refer to EVB Report (17202)
4.2	Score clock service platform design review recommended.	High	< 1 yr	$2,500	S21
4.3	Fire Rating of mezzanine floors	High	<1 yr	$50,000	Refer to EVB Report (17202)
			SUBTOTAL	**$55,500**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	5.0 EXTERIOR				
5.1	North façade repair damaged metal siding and flashing.	Medium	< 1 yr	$3,500	A3
5.2	Northwest Storage, infill exterior wall.	High	< 1 yr	See deficiency 3.1	A19 & A23
5.3	North exterior wall, interior work ongoing.	High	< 1 yr	$-	A20
5.4	Missing soffit	Low	5 yrs	$500	Refer to EVB Report (17202)
5.5	Exhaust caps taped	Low	5 yrs	$3,000	
5.6	Caulking/Sealant to be replaced	Low	5 yrs	$8,000	
			SUBTOTAL	**$15,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	6.0 ROOFING				
6.1	Unable to review.	-	-	$-	-
			SUBTOTAL	**$-**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	7.0 FLOORING				
7.1	Anti-slip warning tape and/or tactile indicators at sports surface entry points and stairs.	High	< 1 yr	$2,000	A7
			SUBTOTAL	**$2,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	8.0 DOORS AND HARDWARE				
8.1	Replace exterior hollow-metal exit doors, frames and hardware. Provide self-closing devices, panic sets, weather stripping, thresholds, drip edge flashing along headers.	High	< 1 yr	$50,000	A1, A4, A5, A14, A15 & A18
8.2	Exterior doors perimeter sealant requires replacement	Medium	< 1 yr	$2,500	A22
8.3	Replacement of door hardware, provide latch set and self-closing devices with hold open	Medium	3 yrs	$8,000	A6, A7, A8 & A9
8.4	Barrier-Free Operators	High	< 1 yr	$15,000	
8.5	Mezzanine corridor, Replace interior hollow metal egress door, frame & hardware	Medium	3 yrs	$8,000	A16
			SUBTOTAL	**$83,500**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	9.0 WINDOWS				
9.1	Exterior windows perimeter sealant requires replacement	Medium	< 1 yr	$1,500	A2 & A21
9.2	Replace exterior windows	Medium	3 yrs	$8,000	A24
			SUBTOTAL	**$9,500**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	10.0 BLEACHERS/STANDS				
10.1	No current recommendations	-	-	$-	-
			SUBTOTAL	**$-**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	11.0 STAIR/EXIT STAIRS				
11.1	South exterior stair and platform design review recommended. Corrosion on guard. Height of guard, pickets, and stair risers not code compliant.	High	< 1 yr	$45,000	S22, Refer to EVB Report (17202)
11.2	Fuel fired appliance install in stairwell	High	< 1 yr	$25,000	Refer to EVB Report (17202)
11.3	Stairwell not separated from remainder of building by a fire separation	High	< 1yr	$10,000	
			SUBTOTAL	**$80,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	12.0 WASHROOMS				
12.1	Barrier-Free Washroom Accessories & faucet/levers	High	< 1 yr	$2,000	A17
			SUBTOTAL	**$2,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	13.0 DRESSING ROOMS				
13.1	Provide painted steel railings &/or guards for interior stairs at each change room entry/corridor location.	High	< 1 yr	$20,000	A10, A11, A12 & A13
13.2	Change room #1, minor demolition work ongoing	-	-	$-	-
			SUBTOTAL	**$20,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	14.0 CANTEEN/KITCHEN				
14.1	Existing aluminum shutters to be fire rated	High	< 1 yr	$10,000	Refer to EVB Report (17202)
14.2	MIsc. Fire separation items	High	< 1 yr	$10,000	
			SUBTOTAL	**$20,000**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	15.0 LOBBY/VIEWING AREA/OFFICES/SERVICE ROOMS				
15.1	Fuel fired appliance and misc. fire separation items	High	< 1 yr	$6,000	Refer to EVB Report (17202)
15.2	Duct work penetration with no fire damper	High	< 1 yr	$2,000	
15.3	Piping penetration with no fire damper	High	< 1yr	$2,000	
			SUBTOTAL	**$10,000**	

4.2 MECHANICAL DEFICIENCIES

TABLE 5. MECHANICAL DEFICIENCIES

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	PLUMBING				
1.1	Replace fixture handles in referee room and dressing room 1. Replace shower drain grate in dressing room 2.	Medium	<3	$400	M1, M2, M3
1.2	Install trap seal primers for floor drains	High	<1	$5,000	N/A
1.3	Replace urinal and modify urinal plumbing trap in dressing room 2	High	<1	$1,500	M4
1.4	Replace men's washroom toilets	Low	<5	$1,000	M5, M6, M7
1.5	Replace men's washroom lavatory faucet	High	<1	$100	M8
1.6	Install a trap in the condensate drainage piping serving the furnace (white piping) in the men's washroom	High	<1	$500	M9
1.7	Replace sink in Zamboni room	Low	<5	$300	M10
1.8	Replace faucet in dressing room 3	Medium	<3	$100	M11
1.9	Install insulation on exposed water distribution piping	Low	<5	$5,000	M12, M13, M14
1.10	Install a backflow preventer downstream of water meter and an expansion tank to serve hot water tank in mechanical room.	High	<1	$2,500	M15
1.11	Reorient tee-wye fitting serving lavatory in women's washroom	Low	<5	$500	M16
1.12	Repair storm drainage pipe insulation in women's washroom	Low	<5	$100	M17
1.13	Repair canteen kitchen sink faucet and pre-rinse sprayer	Medium	<3	$750	M18
1.14	Install grease interceptor for canteen kitchen drainage system	High	<1	$2,500	M19
1.15	Replace first aid room lavatory	Low	<5	$500	M20
1.16	Replace water heaters	Medium	<3	$10,000	M21, M22, M23, M24
1.17	Perform imaging of plumbing below slab.	High	<1	$5,000	N/A
1.18	Replace below slab plumbing	Dependent on results of imaging (assume Low Priority)	Monitor	$400,000	N/A
			SUBTOTAL	**$435,750**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	HVAC SYSTEMS				
2.1	Replace gas-fired furnaces	Medium	<3	$35,000	M25, M26, M27, M28, M29, M30, M31
2.2	Replace tube heaters	Medium	<3	$7,500	M32, M33, M34, M35, M36
2.3	Install fire dampers in duct penetrations through fire-rated walls	High	<1	$4,000	N/A
2.4	Replace unit heaters in mechanical room and Zamboni room	Medium	<3	$8,000	M37, M38, M39
2.5	Replace all wall mounted exhaust fans (dressing rooms, referee room, men's washroom and mechanical room) and weather hoods. Include occupancy sensors.	High	<1	$2,000	M40, M41, M42, M43, M44, M45, M46, M47, M48, M49, M50, M51, M52
2.6	Replace centrifugal exhaust fan above scoreboard	High	<1	$1,500	M53
2.7	Replace upblast exhaust fan serving canteen range hood	High	<1	$1,500	M54
2.8	Replace ceiling exhaust fans (women's washroom and minor hockey kitchen). Include occupancy sensors for women's washroom.	High	<1	$200	M55, M56
2.9	Replace VAV box and damaged ductwork	High	<1	$4,000	M57
2.10	Replace main building motorized intake louver/damper and weather hood.	High	<1	$750	M58
2.11	Replace mechanical room intake louver.	Medium	<3	$250	M59
2.12	Replace air supply fan serving canteen.	High	<1	$1,500	M54
2.13	Indoor Air Quality Assessment (assume 15 total locations required)	High	<1	$5,000	N/A
			SUBTOTAL	**$71,200**	

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	FIRE SUPPRESSION SYSTEMS				
3.1	Perform inspection of fire extinguishing systems	High	<1	$750	N/A
			SUBTOTAL	**$750**	

4.3 ELECTRICAL DEFICIENCIES

TABLE 6. ELECTRICAL DEFICIENCIES

DEFICIENCY	DESCRIPTION	PRIORITY	TIMELINE	BUDGET	PHOTO(S)
	1.0 ELECTRICAL				
1.1	Replacement of Fire Alarm control panel and initiating devices. Assumes wiring can be re-used.	Low	< 10 yr	$25,000	EFA1
1.2	Replacement of end of service life distribution panels and equipment throughout the building in like-for-like fashion.	Medium	< 10 yr	$95,000	E1, E3, E4, E6
1.3	Replacement/upgrade of electrical distribution panels, equipment and devices in Zamboni room due to heavy corrosion and end of service life.	High	< 5 yr	$20,000	E2, E5
1.4	Interior lighting retrofit. All areas except for Rink. Replace existing fluorescent fixture with modern LED equivalents in like-for-like fashion.	High	< 5 yr	$15,000	E8, E10
1.5	Replaced damaged / broken emergency lighting and exit signage (Estimated 2 fixtures).	Medium	< 1 yr	$500	E7, E9
			SUBTOTAL	**$155,500**	

4.4 SUMMARY OF DEFICIENCIES

The following table presents a summary of the budget costs for each discipline, organized by priority of the repair.

TABLE 7. SUMMARY OF DEFICIENCIES

	Low	Medium	High	Total
Architectural/ Structural	$18,500	$42,500	$397,500	**$458,500**
Mechanical	$407,400	$62,000	$38,300	**$507,700**
Electrical	$25,000	$95,500	$35,000	**$155,500**
			TOTAL	**$1,121,700**

5 RECOMMENDATIONS AND CONCLUSIONS

5.1 RECOMMENDATIONS

Based on the noted deficiencies, the following recommendations are presented:

- The noted corrosion of the pre-engineered structural framing should be cleaned, prepared and re-painted as soon as possible;
- The northwest storage area shows severe deterioration and environmental concerns. It is recommended this space be demolished or completely re-built;
- The south mezzanine exit stair and platform should be rebuilt as per OBC requirements for emergency exit stairs, including a design check of the entrance canopy;
    - Regular maintenance for snow removal is recommended to avoid obstruction with secondary exit at mezzanine level
- Concrete foundation and slab repairs should be undertaken as noted in Section 1.0 of Table 1 above;
- The foundation should be excavated at certain locations to determine the condition of the foundations below grade, as well as the frost depth;
- A review of the roof should be completed at a time after the snowmelt;
- The exterior siding should be repaired as indicated in Section 5.0 of Table 1 above;
- All exterior doors, frames, and hardware should be replaced.
- All exterior windows should be replaced, and a design review of the plexiglass windows is recommended.
- Provide guards/railings at all stairs leading to and within the dressing rooms.
- Relocate and/or fire rate the fuel fired appliances.
- If high priority repairs are not undertaken at this time, it is our recommendation that the inspection frequency be no more than every two years.
- An environmental designated substance survey is recommended (DSS) to access the potential for mold, asbestos, leads. An air quality review should also be undertaken;
- There were various plumbing and HVAC deficiencies highlighted throughout the building. It is recommended that they be addressed as per Table 3 above;
- It is recommended that imaging be performed to determine the state of the plumbing within the concrete slab;
- Monitoring of the water piping is highly recommended given the age of the piping. Monitoring may include pressure and flow testing at various fixtures to diagnose potential leaks in inaccessible areas.
- An inspection of fire extinguishing systems is recommended;
- Installation of a grease interceptor for the canteen sink is required to meet the OBC and to maintain proper function of the drainage system;
- Trap seal primers and a redesign of the plumbing traps noted in Table 3 above are recommended to prevent introduction of sewer gases into the building. Continuous maintenance activities to ensure the traps have a proper water seal will be required in the meantime.
- Replacement of the wall-mounted exhaust fans, ceiling exhaust fans and centrifugal exhaust fan is recommended as some are no longer operational or the units have exceeded their useful life;
- Replacement of the gas-fired furnaces and water heaters should also be considered based on the age of the units however, continuous maintenance of the units may prolong their useful life;
- An Indoor Air Quality assessment is recommended to ensure ventilation in the building meets applicable standards stipulated in the OBC;
- Replace Outdated Electrical Panels: The original electrical panels that from the time of building construction in the electrical room, Zamboni room, and storage areas should be replaced to meet modern safety standards and prevent potential system failures.
- Replace/upgrade Fire Alarm System: The fire alarm system should be replaced within the next 5 years, with annual inspections conducted in the interim to ensure it remains functional.

- Upgrade Lighting System: A diagnostic review of the lighting control system should be conducted due to malfunctioning exterior lights, and a full lighting retrofit to LED fixtures should be considered for improved energy efficiency and reduced maintenance costs.
- Replace damaged Emergency Lighting: Damaged emergency lighting fixtures should be replaced to ensure complete coverage along egress paths, enhancing safety during emergencies

5.2 CONCLUSIONS

The Leo Boivin centre is now almost 60 years old, and many of the deficiencies noted are common from a building that age. Since decommissioning the building as an arena into a community centre, many of the issues identified in the last report have been addressed. Problems related to humidity and condensation have been reduced. However, the hidden corrosion along the main steel frame beams, that were identified in the previous report as due to the high humidity, remains a high priority item. The corrosion needs to be addressed to increase the lifespan of the main steel building and ensure its safety for occupants. It is possible that further deficiencies with concealed members (specifically with respect to corrosion) may exist and have gotten worse. Other high priority items include the settlement at the Northwest storage room, and block spalling in the Zamboni room.

Furthermore, fire safety, emergency egress, and exits remain a concern that should be addressed if the building is to be used as a community centre for the foreseeable future. Additional safety measures can be taken to identify tripping hazards or top treads at openings in the boards and at stair locations.

An Indoor Air Quality assessment and repairs or replacement of the ventilation fans is required to meet applicable standards in the OBC. Redesign of some plumbing traps, installation of a grease interceptor and installation of trap seal primers are also high priority items as incomplete water seals and pipe blockages will allow hazardous sewer gases or wastewater to enter the building. Maintenance activities to ensure the traps are properly sealed may alleviate this hazard and continuous monitoring will be required. As recommended above, continuous monitoring of the water piping is recommended due to the age of the piping and potential for prolonged leaks in areas where concrete removal is required for access. Additionally, to meet the fire separation requirements of the OBC and NFPA, fire dampers are required to be installed in ductwork penetrating fire separations.

Although not a high priority item as the gas-fired furnaces and water heaters appeared to be in good condition, replacement of the units within the next three (3) to five (5) years is recommended due to their age. Regular maintenance activities are required to ensure the units continue to function in the meantime as the units are nearing, or have exceeded, their useful life expectancy.

The electrical systems at the Leo Boivin Community Centre (Prescott Arena) are outdated and require immediate attention. The original electrical panels that from the time of building construction, along with other components such as the fire alarm and lighting systems, have exceeded their service life and are prone to malfunction. To ensure safety, reliability, and energy efficiency, significant upgrades are necessary.

Given the elimination of all the high priority items, it can reasonably be expected that the service life remaining in the structure be another 15 to 25 years. However, given the costs associated with maintaining the facility and achieving minimum safety standards, the long-term viability of the building may be viewed as prohibitive to repair and maintain. Even if the high priority items in this report are addressed, it is expected that further deficiencies/costs will continue to arise. Without addressing the high priority deficiencies, it is expected that the lifespan of this building is another 5 to 10 years.

APPENDIX A
A1 – ARCHITECTURAL PHOTOS

PHOTO A1

PHOTO A2

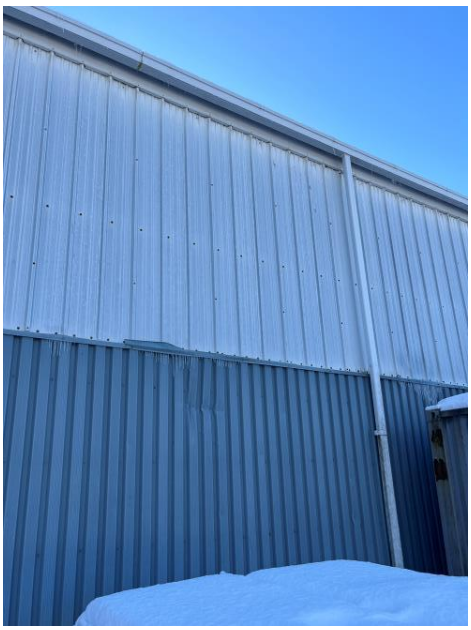

PHOTO A3

PHOTO A4

PHOTO A5

PHOTO A6

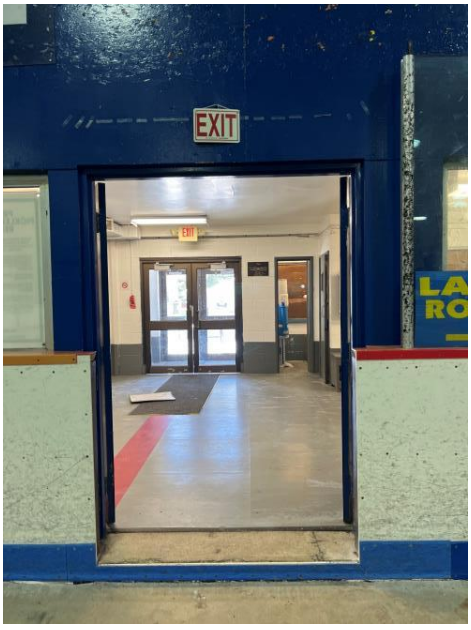

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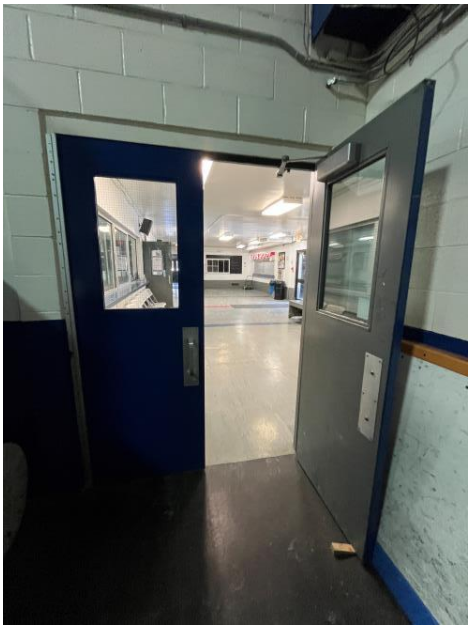
PHOTO A8



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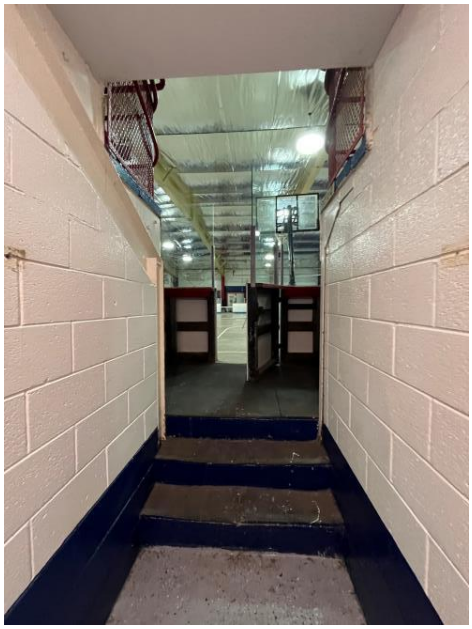

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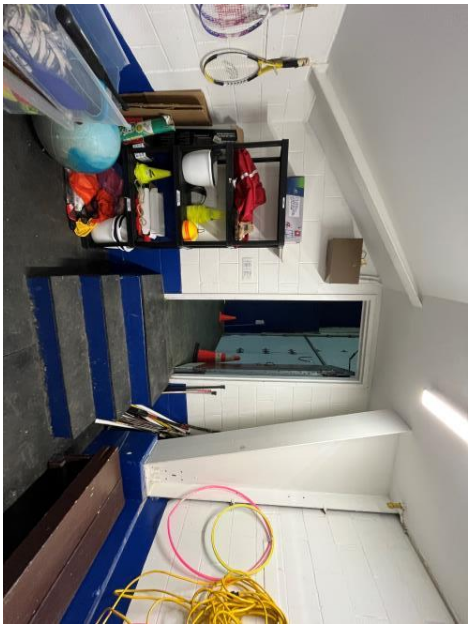

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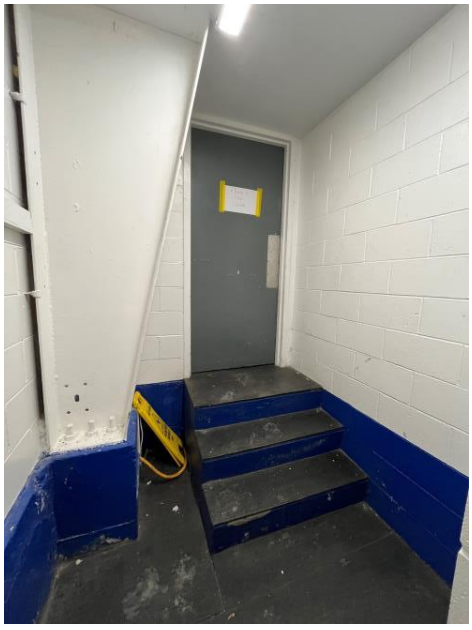

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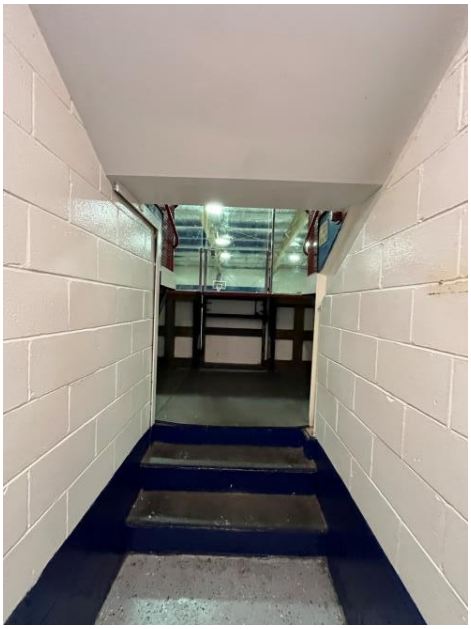

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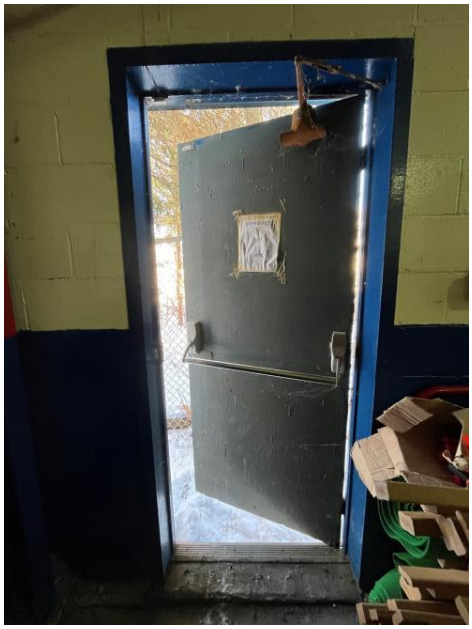

PHOTO A14

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PHOTO A21

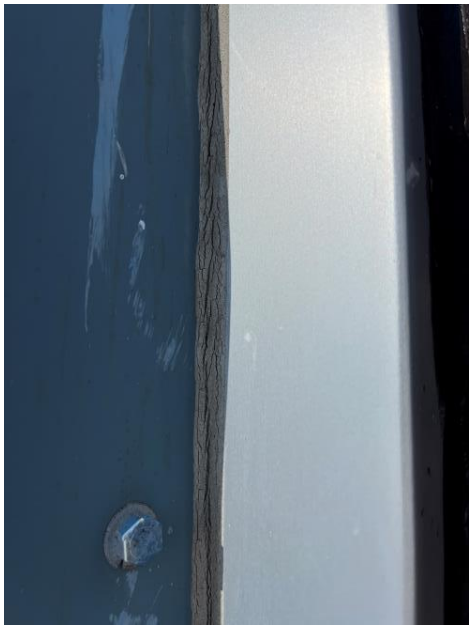

PHOTO A22

PHOTO A23

PHOTO A24

PHOTO A25

PHOTO A26

A2 – STRUCTURAL PHOTOS

PHOTO S 1

PHOTO S 2

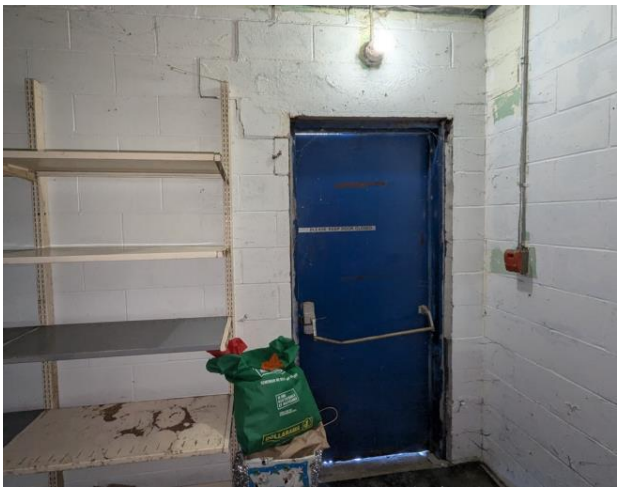

PHOTO S 3

PHOTO S 4

PHOTO S 5

PHOTO S 6

PHOTO S 7

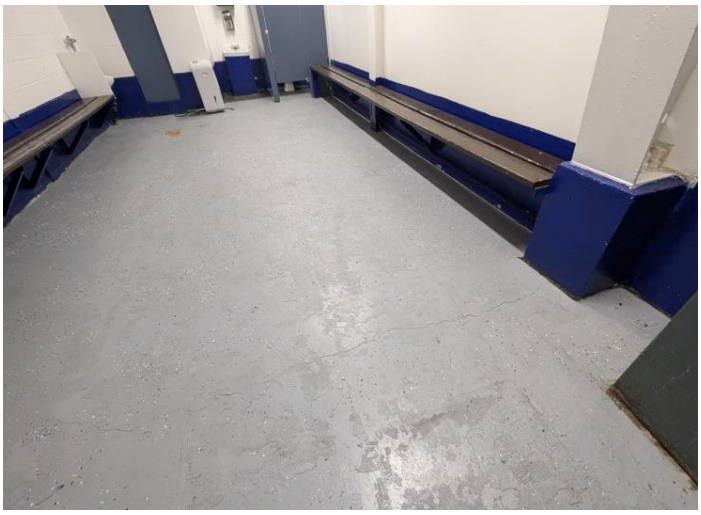

PHOTO S 8

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PHOTO S 14

PHOTO S 15

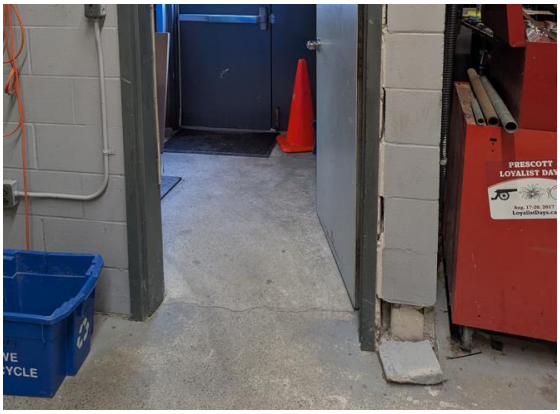

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PHOTO S 17

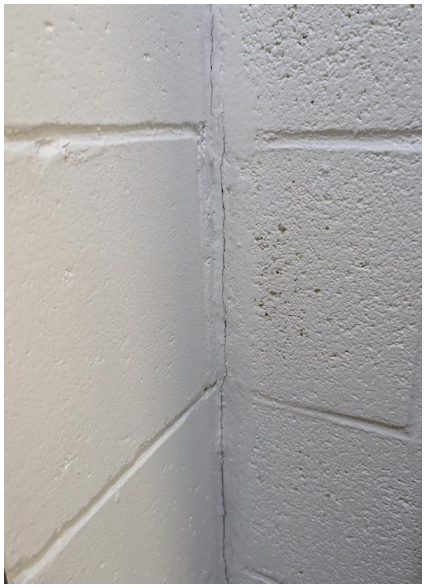

PHOTO S 18

PHOTO S 19

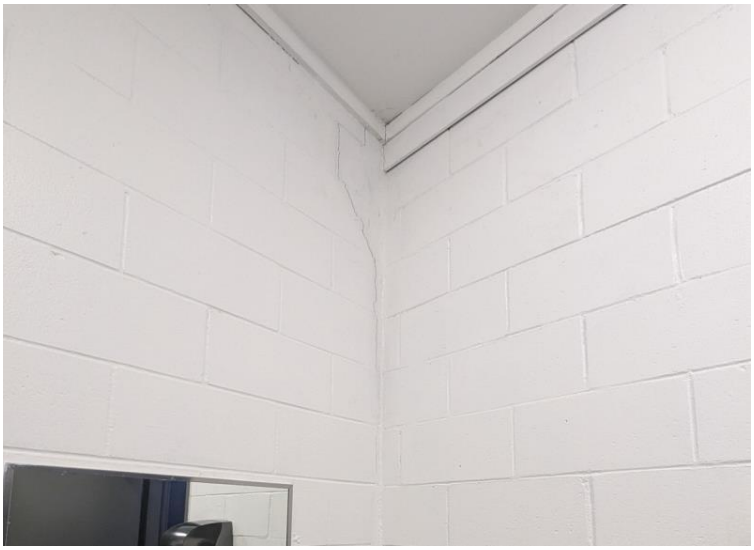

PHOTO S 20

PHOTO S 21

PHOTO S 22

A3 – MECHANICAL PHOTOS

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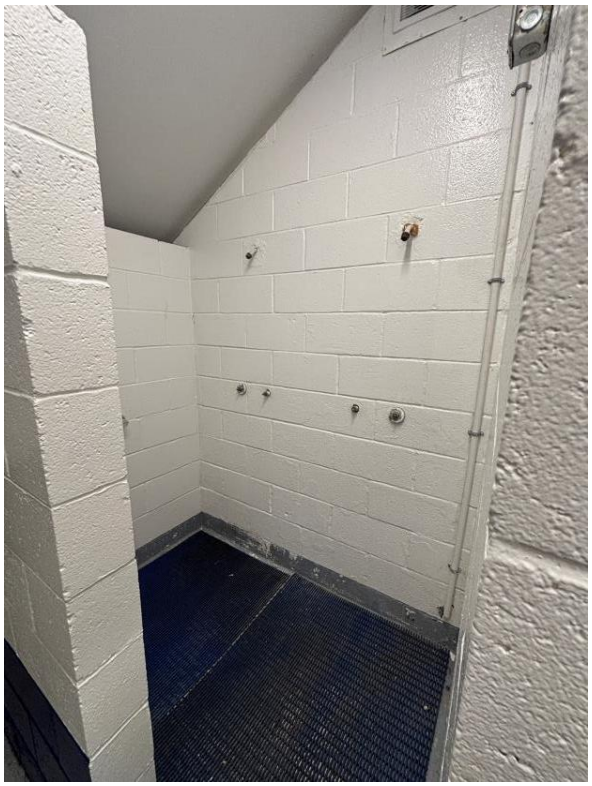

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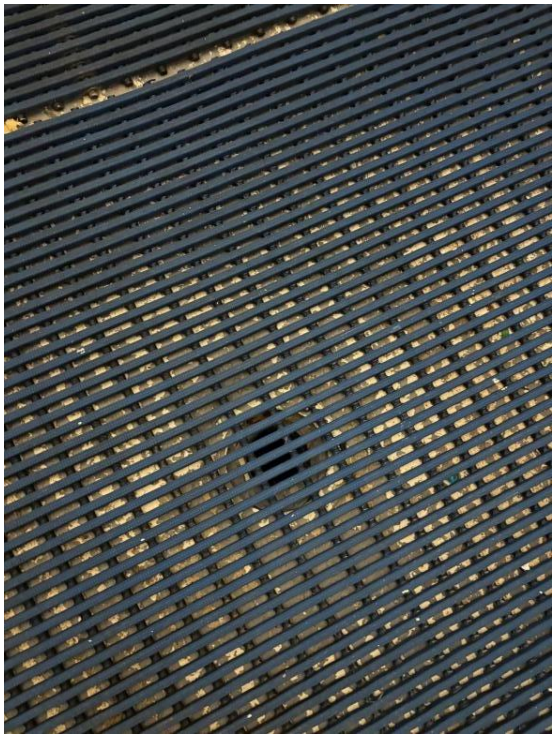

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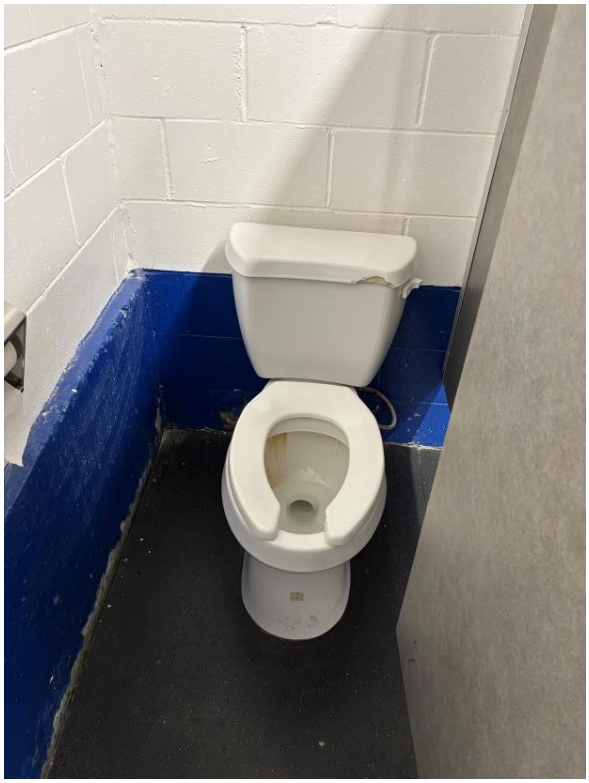
PHOTO M 4



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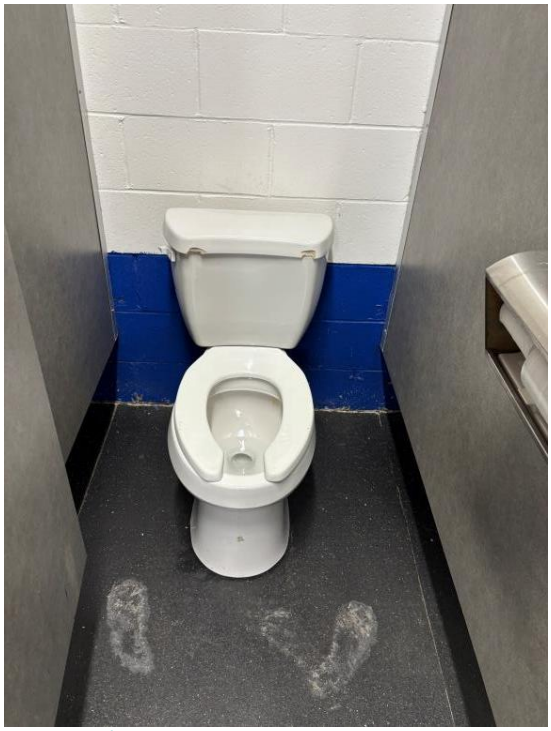

PHOTO M 6

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PHOTO M 8

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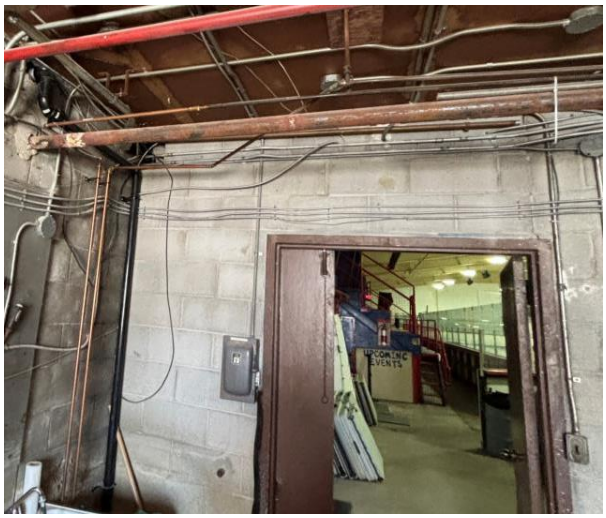
PHOTO M 11



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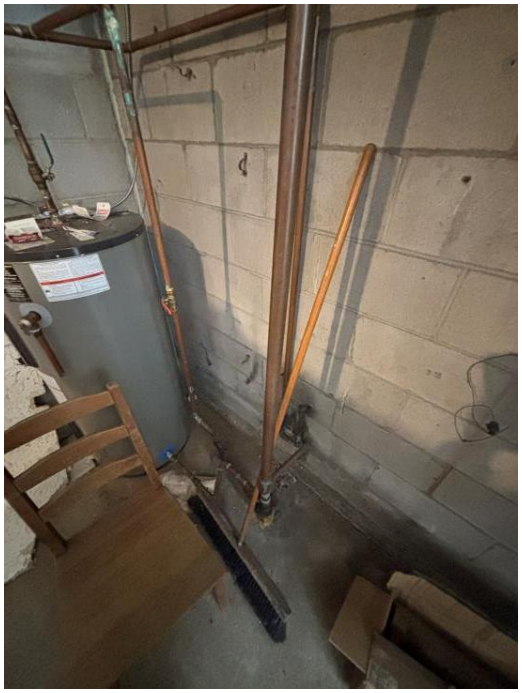

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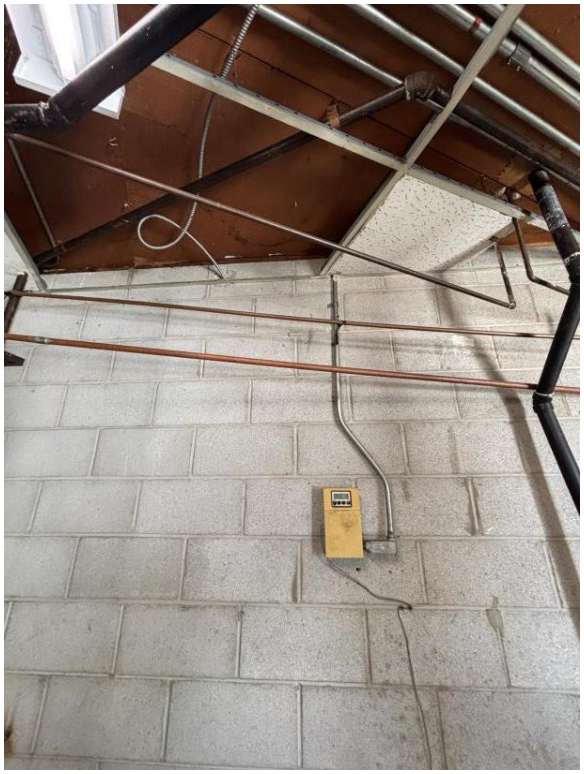

PHOTO M 14

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PHOTO M 16

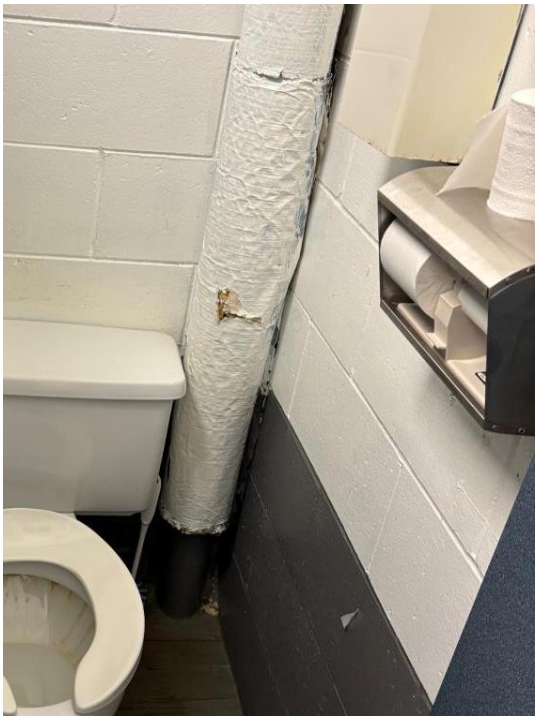

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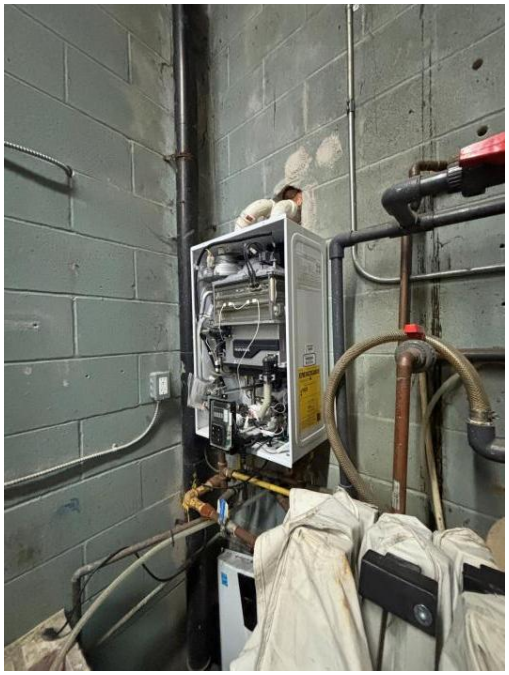
PHOTO M 18

PHOTO M 19

PHOTO M 20



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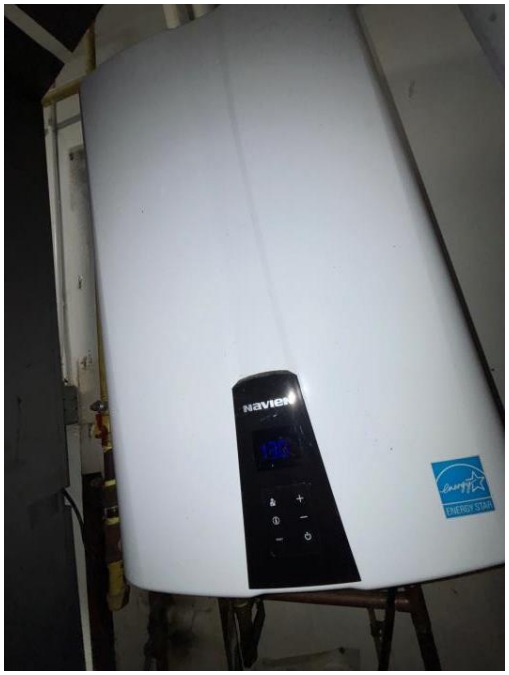

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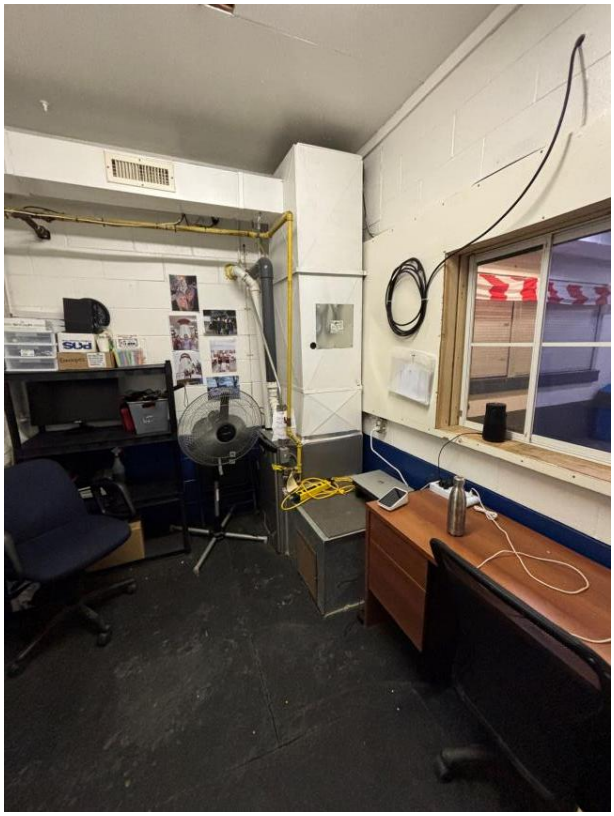

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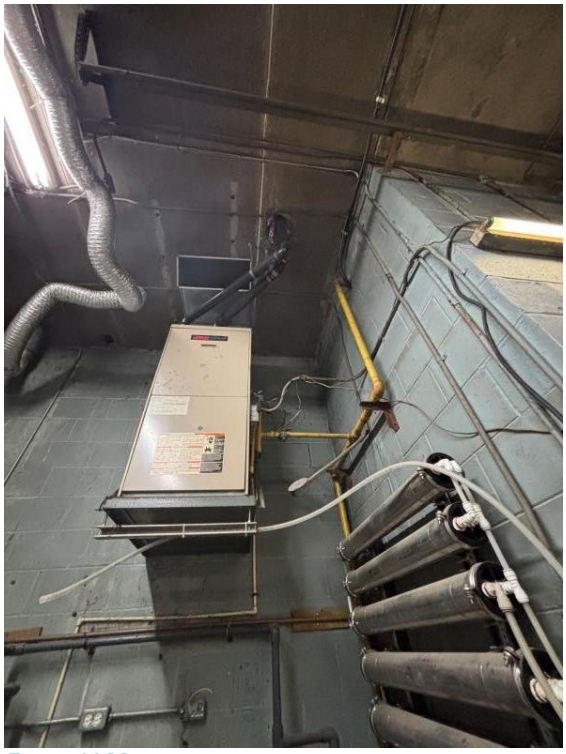

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PHOTO M 30

PHOTO M 31

PHOTO M 32

PHOTO M 33

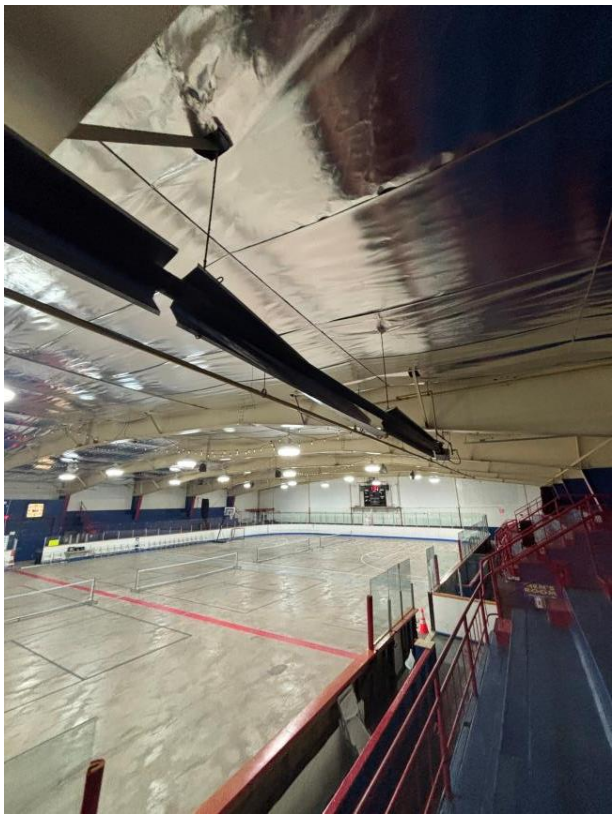

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PHOTO M 35

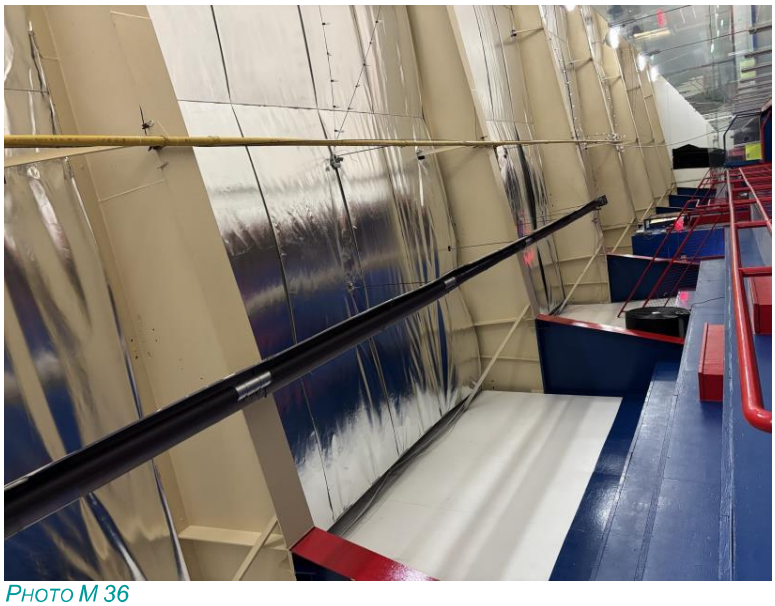

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PHOTO M 37

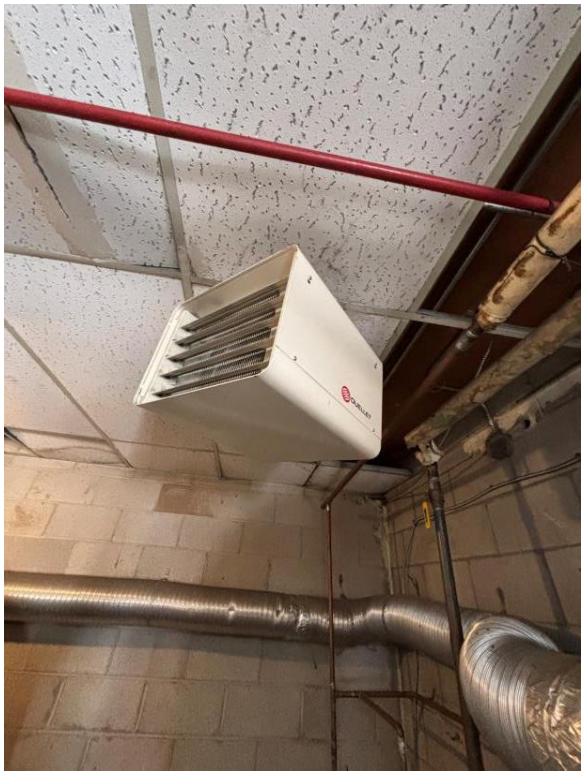

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PHOTO M 40

PHOTO M 41

PHOTO M 42

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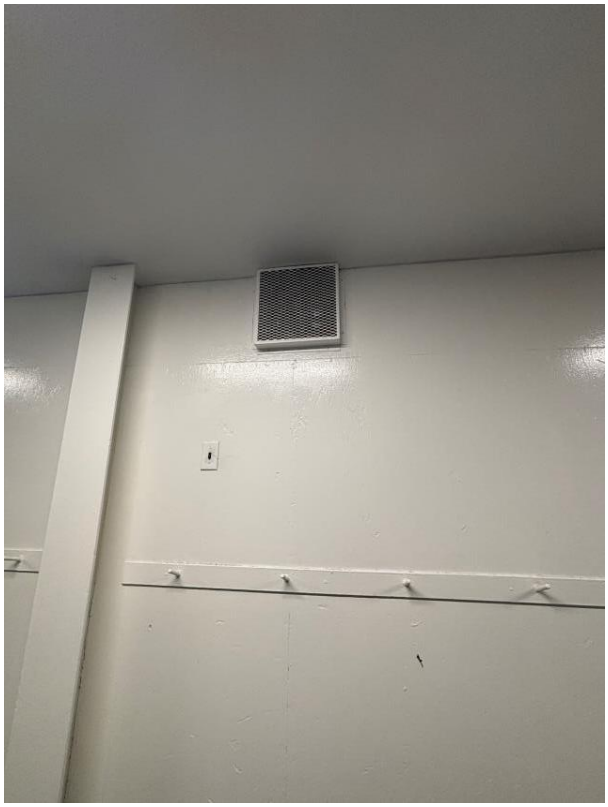
PHOTO M 45



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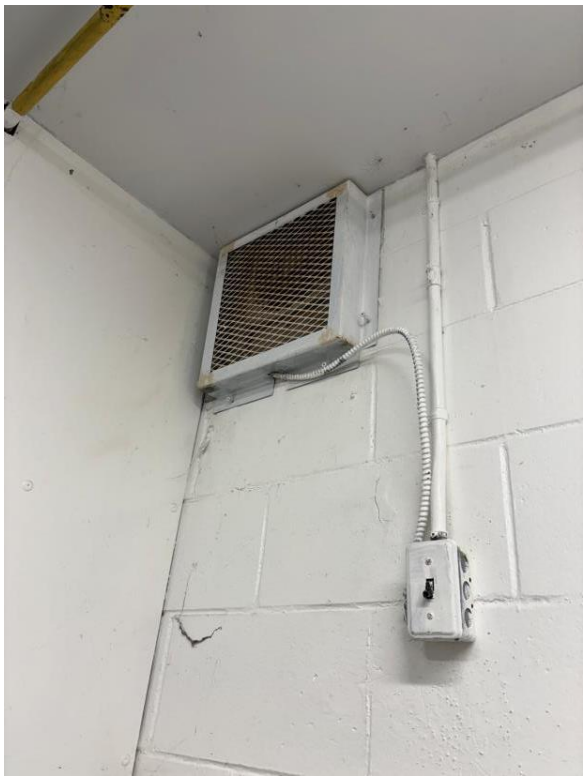

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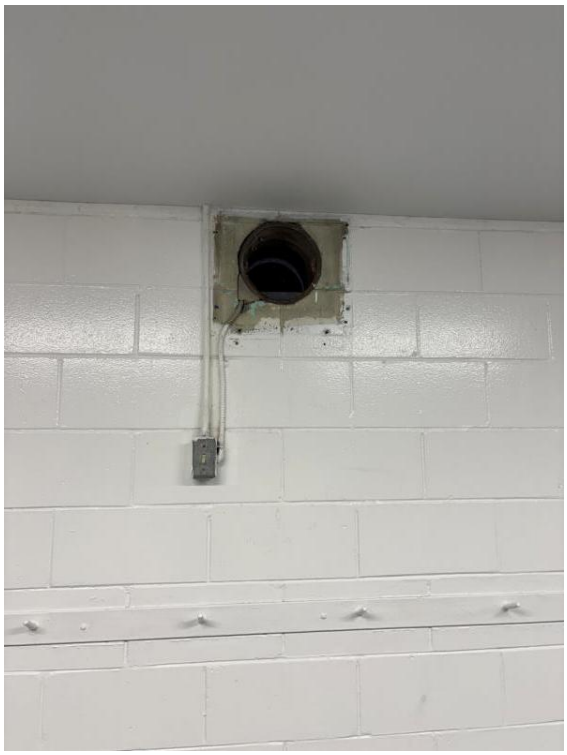

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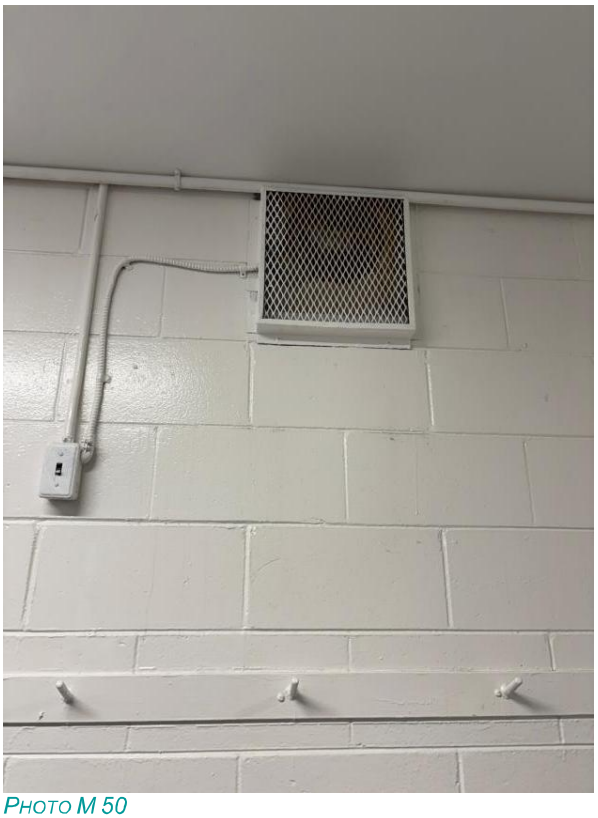

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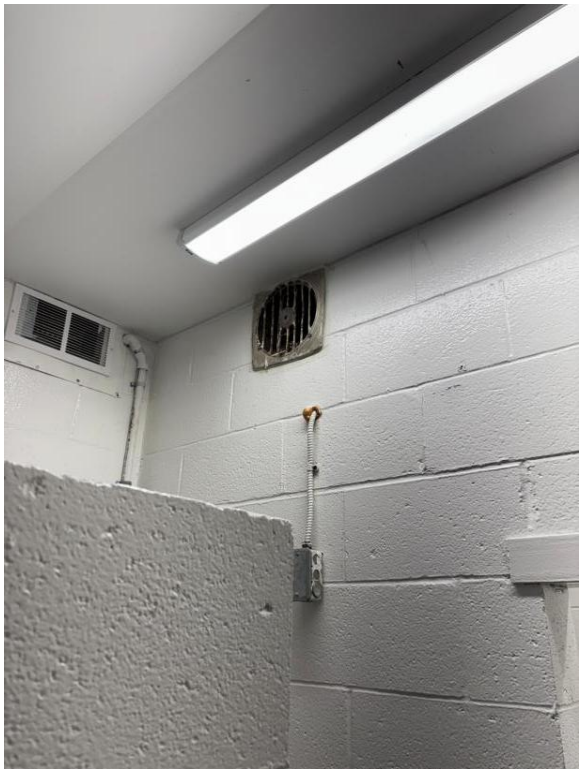

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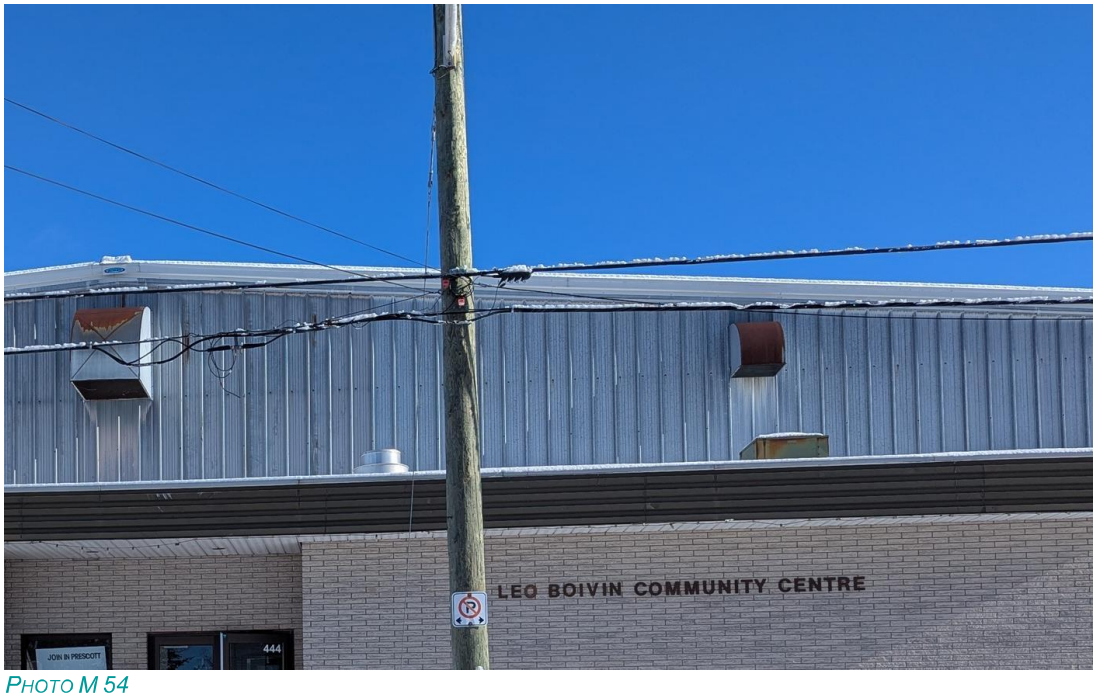
PHOTO M 53



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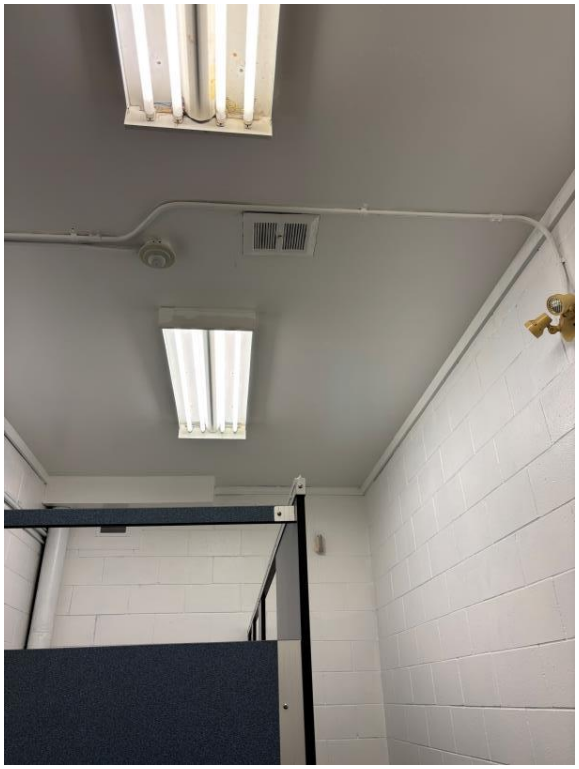

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PHOTO M 58

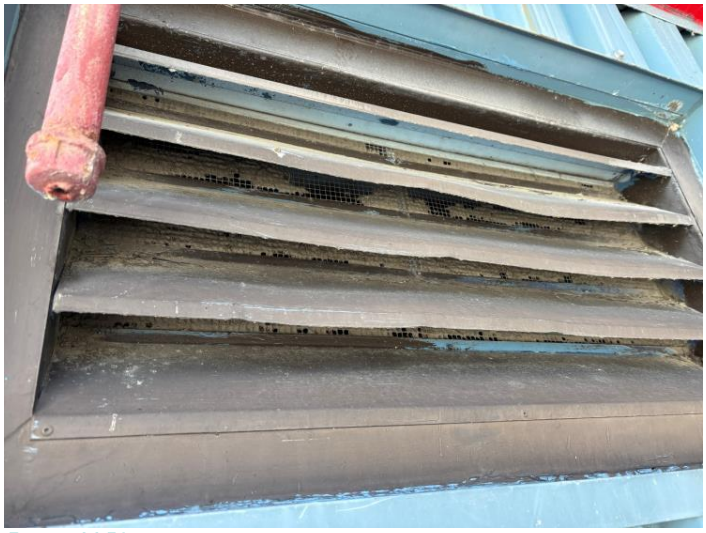

PHOTO M 59

A4 – ELECTRICAL PHOTOS

PHOTO E11

PHOTO E12

PHOTO 444-BX-3

PHOTO 444-BX-4

PHOTO 444-BX-6

PHOTO 444-BX-7

PHOTO 444-BX-12

PHOTO 444-BX-13

PHOTO 444-BX-14

PHOTO 444-BX-15

PHOTO 444-BX-10

PHOTO 444-BX-16

PHOTO 444-BX-17

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PHOTO 444-BX-41

PHOTO 444-BX-22

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PHOTO 444-BX-29

PHOTO 444-BX-26

PHOTO 444-BX-28

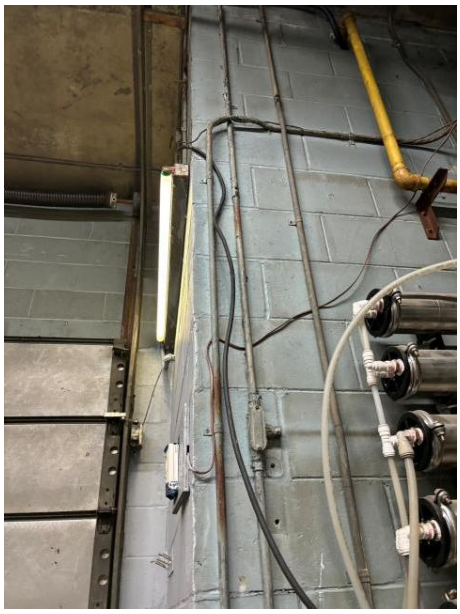
PHOTO 444-BX-25

PHOTO 444-BX-24

PHOTO 444-BX-27

PHOTO PANEL #6

PHOTO 444-BX-33



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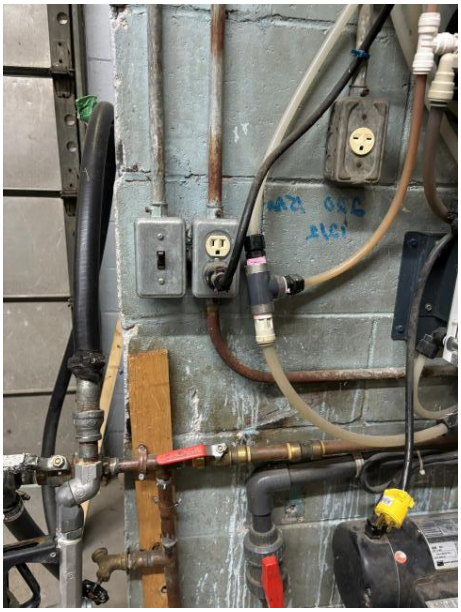

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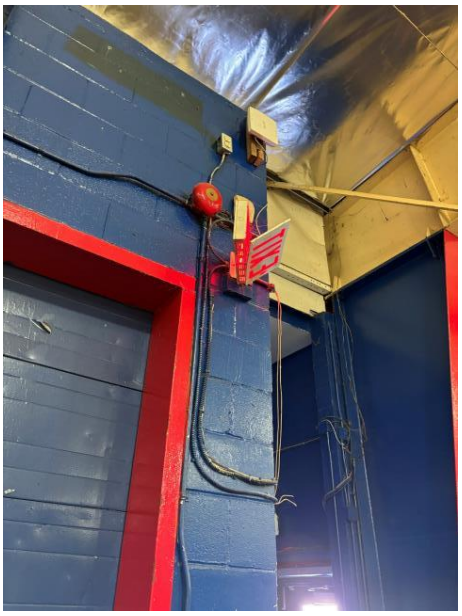

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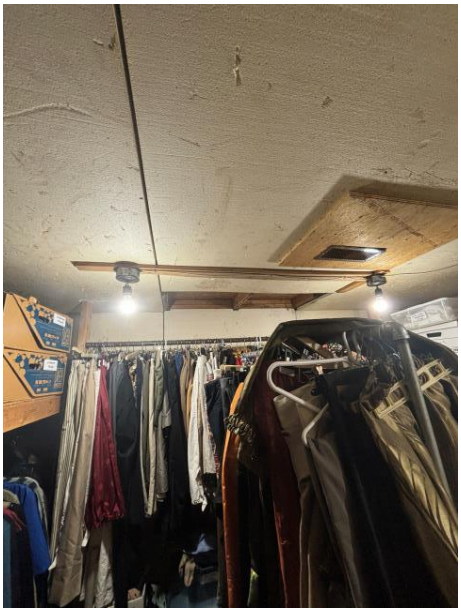

PHOTO E91

PHOTO E101

PHOTO E102

PHOTO EFA1

STAFF REPORT TO COUNCIL

Report No. 50-2025

Date: 7/14/2025

From: Matt Locke, Director of Operations
Matthew Armstrong, Chief Administrative Officer

RE: Projects Update July 2025

Recommendation:
For Information.

Background:

This report intends to provide an update to Council on the status of approved capital and operating projects. Each table below categorizes the projects according to current status and provides a brief update.

2025 Approved Projects

Description	Type	Budget	Budget Status	Project Status – July 2025
East Street Reconstruction – James to King Street	Replacement	2,100,000	On budget	In-progress
Replacement of Docks B, C, & D	Replacement	610,000	On budget	Completed
Demolition of Old Water Tower	Priority 1, Objective 1, Strategy f2	500,000		To be tendered
River Route Bus	Replacement	180,000		Awaiting outcome of grant application
Truck Replacement	Replacement	80,000	On budget	Completed
Brockville and District Hospital Foundation Donation Year 8 of 10	Commitment – Donation	30,000		To be paid Q4

Tri-Municipal Recreation Master Plan Update	Priority 3, Objective 3	30,000		Pending joint approval
Fire Department Replacement Gear	Health & Safety	30,000		On-going throughout year
Replace Town Hall HVAC Unit	Replacement	16,700	On budget	Completed
Brand Strategy Implementation	Priority 3, Objective 1	15,000		To be undertaken after brand strategy
Pool Building Repairs	Repairs	10,000	On budget	Completed
Play structure	Health & Safety	10,000		On-going
Marina Washroom Refresh	Repairs	10,000		Reviewing scope
Pool walls and floor repairs	Repairs	10,000	On budget	Completed
Prescott Family Medical Associates – Support Request – Year 1	Priority 2, Objective 2	7,333	On budget	Completed
Physician Recruitment and Health Human Resources Project – Year 1	Priority 2, Objective 2	7,020	On budget	Completed
Condition Assessment – Salt Dome	Future Planning	7,000		To be completed by Q4
Marina Pathway – Pop-ups to marina	Priority 3, Objective 2	5,000		Reviewing location
Total		**3,658,053**		

Other Projects Previously Approved

Description	Type	Budget	Budget Status	Project Status – July 2025
Water/Wastewater Expansion	Priority 1, Object 1, Strategy f3	32,778,358	On-budget	Design work in progress
Recreation Complex - Phase 2 - Outdoor activity areas	Priority 3, Object 3, Strategy c4	1,093,580	On-budget	In-progress

Water Treatment Plant Sand Filter Upgrade	Priority 2, Object 3, Strategy c4	438,350	On-budget	In-progress
Breakwater Improvements at Water Treatment Plant	Priority 2, Object 3, Strategy c3	390,000		Awaiting outcome of grant application
Zoning Bylaw Review	Priority 1, Object 1, Strategy b1	50,000		Q4
Marketing / Branding Strategy – Strategic Plan Initiative	Priority 3, Object 1, Strategy b1	58,000	On-budget	In-progress
Downtown Beautification Plan	Priority 1, Object 3, Strategy c1	50,000		Tied to Marketing and Branding Strategy – Fall 2025
Digital Signage	Priority 3, Object 1, Strategy c1	30,000		Tied to Marketing and Branding Strategy
Town Hall Flat Roof (portion)	On-going Mtce/Repairs	20,000		Reviewing as part of overall roof plan
Screening northwest side of Edward Street Bridge	Improvement	20,000		Reviewing planting option for trees that can grow on a steep slope
Waterfront Prescott Sign	Priority 3, Object 2, Strategy a4	15,000		Tied to Marketing and Branding Strategy
Utilize Tourism Smart Phone Application	Priority 3, Object 1, Strategy c1	15,000		Tied to Marketing and Branding Strategy
Recreation Lending Library Enhancement	Priority 3, Object 3, Strategy c6	10,000	On-budget	Complete
LBCC Accessible Washroom	Improvement	10,000		Pending outcome of building evaluation

Clock Tower replace framing and soffit	On-going Mtce/Repairs	10,000		To be completed in 2025
Bus Shelters	Improvement	5,000		Reviewing options and areas
Total		**36,893,268**		

Alternatives:
None.

Financial Implications:
None.

Attachments:

THE CORPORATION OF THE TOWN OF PRESCOTT

BY-LAW NO. 33-2025

A BY-LAW TO APPOINT MUNICIPAL BY-LAW ENFORCEMENT OFFICERS FOR THE CORPORATION OF THE TOWN OF PRESCOTT

Being a by-law to appoint Municipal By-law Enforcement Officers for the Corporation of the Town of Prescott.

WHEREAS the *Municipal Act,* S, O. 2001, Chapter 25, as amended, provides that the powers of a municipality shall be exercised by its council; and

WHEREAS the *Municipal Act*, S.O. 2001, Chapter 25, as amended, provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

WHEREAS the *Municipal Act,* S.O. 2001, Chapter 25 as amended, governs the authority of municipalities to enforce by-laws; and

WHEREAS Section 55 (1) of the *Community Safety and Policing Act*, S.O. 2019, authorizes a municipality to appoint persons to enforce the by-laws of the municipality; and

WHEREAS Section 227 of the *Municipal Act*, S.O. 2001, Chapter 25 authorizes Councils to pass by-laws for appointing such Officers and employees as may be necessary for the purposes of the Corporation, for carrying into effect the provisions of any by-law of Council; and

WHEREAS Council of the Corporation of the Town of Prescott deems it expedient to confirm and consolidate the appointment of all Municipal By-law Enforcement Officers under one by-law.

NOW THEREFORE the Council of the Corporation of the Town of Prescott enacts as follows:

1. That the following individuals are hereby appointed as a Municipal By-Law Enforcement Officer with the authority to enforce all by-laws in the Town of Prescott which relate to parking matters, traffic matters, animal control matters, property standards matters, and matters relating to by-laws passed under the *Municipal Act, Building Code Act,* and *Planning Act*:
    a) Shawn Merriman
    b) Joann Perry
    c) Matthew Armstrong
    d) Tyler Varley
    e) Matt Locke
    f) John Buffett
    g) Brock McPherson

h) Roger Huttmann

2. That this by-law shall take effect on the date of final passing thereof.

3. That the following by-laws be repealed:
   - By-Law 03-2025

4. That should any other existing by-laws, resolutions, or actions of the Corporation of the Town of Prescott be deemed to be inconsistent with the provisions of this by-law, the provisions of this by-law shall prevail.

READ AND PASSED, SIGNED AND SEALED THE 14th DAY OF JULY, 2025.

Mayor **Clerk**

CLERK'S OFFICE
MARY REMMIG, ACTING CLERK
Municipality of North Grenville

June 4, 2025

Please be advised that, at their regular meeting on June 3, 2025, Council of the Municipality of North Grenville adopted the following resolution:

Title: Bill 5: Protecting Ontario By Unleashing Our Economy Act, 2025
Date: June 3, 2025

WHEREAS the Government of Ontario has introduced *Bill 5: Protecting Ontario by Unleashing Our Economy Act, 2025*, which proposes substantial changes to environmental planning policies, including replacing the Endangered Species Act with a new framework that reduces protections for at-risk species, and enabling the creation of Special Economic Zones that may override local planning authority and environmental oversight;

AND WHEREAS the Municipality of North Grenville supports increasing housing supply and economic growth, but believes this must be done in a way that upholds environmental responsibility and maintains the integrity of local planning processes;

AND WHEREAS Bill 5, as proposed, weakens safeguards for natural heritage systems, threatening biodiversity, and diminishing the authority of municipalities to manage growth in accordance with local needs and official plans;

AND WHEREAS the Municipality of North Grenville urges the Government of Ontario to recommit to upholding the rights of Indigenous Peoples as affirmed in Canadian law through the United Nations Declaration on the Rights of Indigenous Peoples Act and engage in transparent inclusive consultations with Indigenous Nations and civil society before tabling new development legislation;

AND WHEREAS Special Economic Zones would allow the Province to unilaterally override municipal decision-making by exempting Special Economic Zones from Municipal By-laws;

AND WHEREAS the use of Special Economic Zones to bypass local deliberation on proposed projects may not deliver on the promise of supporting economic growth;

MUNICIPALITY OF NORTH GRENVILLE
285 COUNTY ROAD 44, PO BOX 130, KEMPTVILLE, ON K0G 1J0 T(613)258-9569 EXT 219 F(613)258-9620
clerk@northgrenville.on.ca

THE CORPORATION OF THE TOWN OF PRESCOTT

BY-LAW NO. 34-2025

A BY-LAW TO ADOPT THE PROCEEDINGS OF THE COUNCIL MEETING HELD ON JULY 14, 2025.

WHEREAS, Section 5(3) of *the Municipal Act, 2001 S.O. 2001, c.25, as amended*, provides that Council's powers shall be exercised by by-law; and

WHEREAS certain actions of Council do not require the enactment of a specific by-law;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of the Town of Prescott enacts as follows:

1. Subject to Paragraph 3 of this by-law, the proceedings of the above-referenced Council meeting, including all Resolutions, By-laws, Recommendations, Adoptions of Committee Reports, and all other motions and matters decided in the said Council Meeting are hereby adopted and confirmed, and shall have the same force and effect, as if such proceedings were expressly embodied in this by-law.

2. The Mayor and Clerk are hereby authorized to execute all such documents, and to direct other officials of the Town to take all other action, that may be required to give effect to the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law.

3. Nothing in this by-law has the effect of conferring the status of a by-law upon any of the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law where any legal prerequisite to the enactment of a specific by-law has not been satisfied.

4. Any member of Council who complied with the provisions of Section 5 of the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50 respecting the proceedings of the Council Meeting referred to in Paragraph 1 of this by-law shall be deemed to have complied with said provisions in respect of this by-law.

READ AND PASSED, SIGNED AND SEALED THIS 14th DAY OF JULY 2025.

_____ _____

Mayor **Clerk**