

## Report to Brockton Heritage Committee

<b>Report Title:</b>	Victoria Jubilee Hall Window Replacement Request		
<b>Prepared By:</b>	Sarah Johnson, Deputy Clerk and Fiona Hamilton, Director of Legislative and Legal Services (Clerk)		
<b>Department:</b>	Clerk's		
<b>Date:</b>	April 25, 2023		
<b>Report Number:</b>	CLK2023-07	<b>File Number:</b>	C11CL, R01
<b>Attachments:</b>	Victoria Jubilee Hall Window Replacement Request		

### Recommendation:

That the Council of the Municipality of Brockton hereby receives Report Number CLK2023-07 - Victoria Jubilee Hall Window Replacement Request, prepared by Sarah Johnson, Deputy Clerk and Fiona Hamilton, Director of Legislative and Legal Services (Clerk) and in doing so approves the replacement of the 15 windows by Trillium Glass Inc. as recommended by the Brockton Heritage Committee, and further supports updating By-Law 2010-40 – Brockton Heritage Trust Fund Program, and provides further direction to staff

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### Report:

#### Background:

Victoria Jubilee Hall, which is actually owned by the Architectural Conservancy of Ontario, has been making upgrades to their historical building over the past few years. In 2016 Victoria Jubilee Hall brought forward proposals to restore the hall tower to the Brockton Heritage Committee. On September 12, 2022 Victoria Jubilee Hall presented a proposal on the replacement of their porch and stairs to the Brockton Heritage Committee prior to bringing the matter forward to Brockton Council.

At the January 10, 2023 Brockton Council, Victoria Jubilee Hall provided an update on 2022 accomplishments and projects completed, and their projects planned for 2023. [VJH's delegation materials](#) did mention the need to replace approximately 12 large windows in 2023.

Brockton Council has committed to supporting Victoria Jubilee Hall, providing an annual donation of \$10,000 in the 2023 Municipal Budget. Victoria Jubilee Hall were also encouraged to apply for grant opportunities through the Brockton Heritage Committee for capital projects as the Committee may be able to assist as the

Hall is a designated building and would be applicable for grants and/or loans through the Heritage Committee. Victoria Jubilee Hall have the ability to receive grants outside of the loan process to a maximum of \$5,000.

**Analysis:**

Victoria Jubilee Hall submitted a proposal to the Brockton Heritage Committee to replace deteriorating windows at the building in order to improve thermal protection and weather conditions, as well as preserving original window sashes of heritage significance. Volunteers of VJH have replaced eight (8) upper windows at a minimal cost, however these remaining windows require contractor services due to height limits and safety. The window sills are deteriorating and permitting water to penetrate the walls below, requiring capping in aluminium and glass to be placed in front of the sashes. The replacement is an urgent need to avoid major and expensive restoration of the wooden frames. VJH wish to replace all windows on the North, West, and South sides of the building (approximately 15 or more windows).

Victoria Jubilee Hall received a quote from Trillium Glass Inc. for approximately \$27,770.00 plus H.S.T. for the window repairs and storm glazing. Victoria Jubilee Hall are requesting funding in the amount of \$31,380.10. Trillium Glass have replaced the windows at the former Baptist Church and the Knox Presbyterian Church and have experience working with designated heritage buildings.

Victoria Jubilee Hall attended the April 3, 2023 Brockton Heritage Committee to present a delegation and obtain the Committee's feedback on their proposal. On April 3, 2023 the Brockton Heritage Committee passed two (2) resolutions:

**Resolution:**

Moved By: Tanya Tilson

Seconded By: Gregory McLean

That the Brockton Heritage Committee hereby receives Report Number BHC2023-01 - Victoria Jubilee Hall Window Replacement Request, prepared by Sarah Johnson, Deputy Clerk and in doing so approves the repair and installation of the 15 windows by Trillium Glass Inc. in principle subject to a formal application being received from Victoria Jubilee Hall.

Carried.

**Resolution:**

Moved By: Gregory McLean

Seconded By: Tanya Tilson

That the Brockton Heritage Committee hereby recommend that the Council of the Municipality of Brockton consider reviewing and updating By-Law 2010-40 - Heritage Trust Fund Program By-Law and further that a draft policy be brought forward to the Heritage Committee for review and comments prior to approval.

Carried.

Victoria Jubilee Hall are scheduled to present a delegation to Council on April 25, 2023.

### **Heritage Trust Fund Program**

The Heritage Committee have a Brockton Heritage Trust Fund Program, as enacted by By-Law 2010-40. The Brockton Heritage Trust Fund Program functions under the Committee, for the rehabilitation, restoration, conservation and improvement of designated buildings and properties. The Fund is administered by the Brockton Heritage Committee with final approval by Brockton Council. Eligible properties must be designated under Section 29 of the *Ontario Heritage Act, R.S.O. 1990, c. O.18*. Under special circumstances, a grant may be authorized without a loan to a maximum of \$5,000.00

The monies for the loan or grant programs come out of the Community Heritage Reserve.

In previous years Council approved a grant of \$5,000 to the Baptist Church. The Heritage Committee and Brockton Council have not received many grant or loan applications in previous years.

The Heritage Committee recommended that Council review the 2010 Brockton Heritage Trust Fund Program By-Law, including changing the maximum grant amount.

A separate report is being brought forward at the April 25, 2023 Council Meeting regarding the amendments requested to be included in the Heritage Trust Fund Program By-Law.

### **Reserve Funds**

The Heritage Committee also have two Reserve Funds: The Community Heritage Reserve Fund, and the Heritage Equipment Reserve Fund.

The Community Heritage Reserve Fund was originally established from a grant from the provincial government and was a revolving fund that assisted individuals that would apply for renovations to a municipally designated heritage building. The provincial program is no longer being administered and there are no restrictions on the use of that fund.

The Heritage Equipment Reserve Fund has historically been used for acquisitions of items or documents of significant heritage value.

There is \$175,410.52 in the Community Heritage Reserve, and \$28,166.48 in the Heritage Equipment Reserve.

There are a number of options available in relation to the funding request. Council could choose:

1. To provide Victoria Jubilee Hall with only \$5,000.00 and encourage another application when the program has been fully reviewed – this may mean the window work would not proceed this year as planned;
2. Approve a temporary change to the program to allow for Council discretion to award an amount higher than \$5,000.00 in certain circumstances (such as for public buildings, or the type of work, and when considering previous requests).
3. Deny the request.

## Strategic Action Plan Checklist:

What aspect of the Brockton Strategic Action Plan does the content/recommendations in this report help advance?

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| • Recommendations help move the Municipality closer to its Vision                       | Yes |
| • Recommendations contribute to achieving Heritage, Culture, and Community              | Yes |
| • Recommendations contribute to achieving Quality of Life                               | Yes |
| • Recommendations contribute to achieving Land Use Planning and the Natural Environment | N/A |
| • Recommendations contribute to achieving Economic Development                          | Yes |
| • Recommendations contribute to achieving Municipal Governance                          | N/A |

## Financial Impacts/Source of Funding:

- Do the recommendations represent a sound financial investment from a sustainability perspective? Yes

Under the current Brockton Heritage Trust Fund Program By-Law, Victoria Jubilee Hall would be eligible for a \$10,000 loan, or a \$5,000 grant. At this time, Victoria Jubilee Hall does not wish to pursue a loan.

### Reviewed By:



Trish Serratore, Chief Financial Officer

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### Respectfully Submitted by:



Sarah Johnson, Deputy Clerk



Fiona Hamilton, Director of Legislative and Legal Services (Clerk)

### Reviewed By:



Sonya Watson, Chief Administrative Officer