

Report to Council

Report Title:	Proposed Lease Agreement for the Armoury Building		
Prepared By:	Sonya Watson, Chief Administrative Officer and Eric McDougall, Parks, Recreation and Facilities Supervisor		
Department:	Facilities		
Date:	November 5, 2018		
Report Number:	REC2018-13	File Number:	C11REC, L04GR
Attachments:	By-Law 2014-041		

Recommendation:

That the Council of the Municipality of Brockton hereby approves Report Number REC2018-13 - Proposed Lease Agreement for Armoury Building, prepared by Sonya Watson, CAO and Eric McDougall, Parks, Recreation and Facilities Supervisor, and in so doing approves moving forward with a lease agreement with Bobby-Jo Moran from "G.R.O.W. rooted in love Maternity Home" for use of the Armoury building.

Report:

Background:

Bobby-Jo Moran will be attending as a delegation to Council to present a lease proposal for the Armoury building owned by the Municipality. G.R.O.W. rooted in love Maternity Home is a Registered Charitable organization and the details on the services they provide can be viewed at <https://growrootedinlove.com/our-story>. Bobby-Jo Moran is the Chief Executive Mother of the registered charity.

A meeting was arranged on site for a tour of the facility to discuss the proposal and what would be required to make the facility usable in its current condition. Sonya Watson CAO, Eric McDougall Parks, Recreation and Facilities Supervisor and Terry Tuck, CBO met with Bobby-Jo Moran to discuss the proposal. In summary Bobby-Jo is seeking a space where Mothers would be able to meet with counsellors as well as group meetings (5-6 people) in the upper rooms of the facility. There would be a small scale space at the back of the Armoury used for display of donated and consignment children and maternity clothing available for purchase that would be used as a fundraiser for the centre and give the new/expecting mothers some work place experience in sales. The kitchen and dining area would be used to host food prep workshops, and the rooms at the front would be utilized as office space. During the tour of the Armoury facility conditions were discussed and associated potential costs of readying the facility for use as a rental opportunity.

Analysis:

The Armoury building has been vacant for over 4 years and some updates would be required to make the space safe for use or lease.

When considering the cost to lease the space the following considerations are applicable:

- A Fire Inspection will be required to ensure the building is up to code due to the duration of the vacancy; as well the fire alarm system will need an annual inspection along with emergency and exit lighting maintenance. There is no cost to the fire inspection but there is a cost associated with the Fire alarm system inspection. Estimated costs are dependent upon what's required for repair but typically cost approximately 1,500 annually.
- Consideration of occupancy and zoning. Based on the proposed use which is intended to assist vulnerable women in learning new skills. With the proposed consignment store area to be run by new and expectant young mothers being designed to teach them a variety of life skills and an educational centre the proposed use does not contravene Brockton's zoning document 2013-26. The scale of this program will need to be limited to the above reference use if that use evolves or changes re-zoning of the property would need to be considered.
- The following summarizes the expected yearly expenses:

Hydro	\$3,120 (when operating as the childcare facility)
Heat/Natural Gas	\$2,390 (when operating as the childcare facility)
Fire Panel Inspection	\$1,500
Boiler Inspection	\$1,000
Total	\$8,010/12 months = \$667.50 per month

Taxes: Currently the Armoury Building is tax exempt as a municipal facility. However, once leased to a third party taxes may be applicable based on use. Further confirmation with MPAC is required based on their status and any taxes would also be at the expense of the lessee.

- Re-painting the interior of the building and trimming trees were the only identified upgrades requested. Bobby-Jo is willing to do the work to improve the interior of the municipal facility.

Bobby-Jo Moran is proposing a useful and worthy service as a charitable organization in the community of Brockton. Her ambition is evident and she is willing to work with the municipality to alleviate any concerns and ensure the centre is operated within a Municipal Building in a desirable manner to benefit the residents of Brockton and attract newcomers.

The Armoury has sat vacant for a number of years now and we feel this use is appropriate with the zoning and occupancy and will require minimal upgrades to see the space used to serve the larger community and even attract new residents. Bobby-Jo is committed to paying rent that will cover the costs associated with the

Armoury Building. At this time I would suggest that covering the yearly municipal expense related the Armoury Building would be a great step forward and result in cost savings for the Municipality.

With these considerations in mind I would recommend a somewhat similar rental agreement to that with the Wes Foundation for Youth Crisis, although an option to buy is not part of the discussions for the Armoury Building at this time. I have attached the Wes Foundation for Youth Crisis and Counselling agreement for information purposes. We would develop an agreement specific to this use. All interior upgrades would be at the expense of the lease, as well as snow removal and grass cutting within the fenced in area and the expenses listed above.

We see Council’s approval to move forward.

Council should also be aware that staff have also met on site with members of the Heritage Committee. There is interest for use of the Armoury Building for historical displays of the archives that currently reside at the fire hall. They were also preparing to come forward with a proposal. This would entail installation of an accessible entrance and ramp up to the main level to comply with accessibility. They could utilize the Heritage student as the person operating the space in the summer. The building would be closed over winter. This would provide a “home” for Brockton Heritage. This is also a wonderful idea for a building of this nature but the costs associated may be prohibitive.

The difficulty in converting the space for use as a museum type use is the change of use would result in a re-zoning application and the number of people entering the building will require a change of occupancy resulting in an architect and professional engineer’s report being required. Also being that the Municipality will be operating the museum it will also be required to meet full accessibility requirements.

We seek Council’s direction to proceed with a lease agreement for the Armoury Building to Bobby-Jo Moran and G.R.O.W. with an option for review based on the scale of activity occurring at the site.

Sustainability Checklist:

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

- Do the recommendations help move the Municipality closer to its Vision? Yes
- Do the recommendations contribute to achieving Cultural Vibrancy? Yes
- Do the recommendations contribute to achieving Economic Prosperity? Yes
- Do the recommendations contribute to Environmental Integrity? Yes
- Do the recommendations contribute to the Social Equity? Yes

Financial Impacts/Source of Funding:

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

A lease agreement for the Armoury Building would result in costs savings for the municipality based on the ongoing expenses the municipality is incurring while sitting vacant.

Reviewed By:

[insert initials]

Chief Financial Officer

Respectfully Submitted by:

A handwritten signature in cursive script, appearing to read "Sonya Watson".A handwritten signature in cursive script, appearing to read "Eric McDougall".

Sonya Watson, Chief Administrative Officer and Eric McDougall, Parks, Recreation, and Facilities Supervisor