

Grey County Building Task Force – Administration  
Building

Thursday, July 26, 2018, 2:00 p.m. (approx.)

Heritage Room

1. **Call to Order**
2. **Declaration of Pecuniary Interest**
3. **Minutes of Meetings**  
Minutes of the February 22, 2018 meeting  
[February 22, 2018 minutes](#)
4. **Report**
  - a. HDR-BTF-13-18 Future Plans for Provincial Offences Building
    1. **That Report HDR-BTF-13-18 regarding future plans for the Provincial Court Building be received; and**
    2. **That the Provincial Offences Building be decommissioned.**
5. **Financials**
6. **Remaining Deficiencies**
7. **Open House**
8. **Other Business**
9. **Tour of Building**
10. **Next Meeting Date**
11. **Adjournment**

<b>To:</b>	Chair Burley and Members of Building Task Force
<b>Committee Date:</b>	July 26, 2018
<b>Subject / Report No:</b>	HDR-BTF-13-18 Administration Building Update and Future of Provincial Offences Building
<b>Title:</b>	Future Plans for Provincial Court Building
<b>Prepared by:</b>	Anne Marie Shaw
<b>Reviewed by:</b>	Kim Wingrove, CAO
<b>Lower Tier(s) Affected:</b>	
<b>Status:</b>	

## Recommendation

1. That Report HDR-BTF-13-18 regarding future plans for the Provincial Court Building be received; and
2. That the Provincial Offences Building be decommissioned.

## Executive Summary

The Provincial Offences Administration Building was built in 1967. The building is in need of \$515,000 in capital repairs over the next five years and would require \$51,500 in annual operating funds to sustain its use. A potential use for the site is extra parking including the potential for electronic vehicle charging stations should funding become available.

## Background and Discussion

The Provincial Offences Administration Building was built in 1967 and requires \$515,000 in capital funding over the next five years. The following capital needs information was gathered from a Building Condition Assessment and an inspection by a Technical Supervisor.

### Capital Needs for Existing POA Building

Capital Item	Deficiency	Estimated Cost
Roof Replacement	currently leaks	\$200,000
HVAC	in efficient, repairs 4 Units need replaced at \$15,000 a unit	\$60,000
Plumbing	Replace interior plumbing in concrete slab due to blockage	\$50,000
Siding	Replace existing siding that has started to deteriorate	\$75,000
Accessibility	Interior ramp from courtrooms into office areas	\$10,000
Front Entrance Door	Replace both existing door with new aluminum door systems	\$20,000
Flooring	Replace existing carpet and VCT Flooring	\$100,000
Change of Use	Code upgrades if changing use	\$\$\$

The operating costs to maintain the building are expected to be \$51,500 annually based on 2018 budget

Cleaning and maintenance/repairs	\$7,500
Utilities	\$22,200
Insurance	\$6,800
Reserve	<u>\$15,000</u>
Total	\$51,500

## Future Building Uses Considered

**Storage and Extra Meeting Space:** Both of these functions are served by the addition and renovation of the Administration Building and the existing storage building on site.

**Extra Parking:** Even with the additional parking at the Administration Building there are times when parking can be at a premium. Using this space for extra parking will allow better access for visitors to the building.

**Electrical Vehicle Charging Site:** There is also the potential for the addition of electric vehicle charging sites. The Workplace Electric Vehicle Charging Incentive Program (Program or WEVCIP) to support employers and commercial building owners and managers that wish to provide level 2 EV charging stations for their employees by providing 80 per cent of the initial costs, up to \$7,500 per approved charging space, subject to meeting eligibility and technical requirements is not currently accepting applications. Staff will monitor for any future funding availability. Electricity for the charging stations is already available at the site. There would be on going electricity costs but they would be covered by the fee for using the charging station.

## Decommissioning

The building decommissioning estimated costs for demolition, permit, engineering report, utility disconnection for an end total of approximately \$50,000.

Demolition 4987 square feet	\$35,000-40,000
Disconnect Utilities	\$6,000
Engineers Report	\$3,000
Permit	\$600

## Financial and Resource Implications

Decommissioning Option:

\$50,000 plus parking surface treatment

Rehabilitate and Maintain Option:

Immediate Capital Costs: \$280,000 for roof HVAC and Front Entrance Doors

Total Capital Needs over next 5 years: \$515,000

Annual Operating Costs: \$51,500

## Relevant Consultation

- Internal: Finance, Technical Supervisor
- External: Harold Sutherland, City of Owen Sound

## Appendices and Attachments

*None*