



**THE CORPORATION OF THE TOWN OF AMHERSTBURG**

**OFFICE OF CORPORATE SERVICES**

**MISSION STATEMENT:** Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

<b>Author's Name:</b> Justin Rousseau & Anne Rota	<b>Report Date:</b> January 4, 2017
<b>Author's Phone:</b> 519 736-0012 ext. 2259	<b>Date to Council:</b> January 23, 2017
<b>Author's E-mail:</b> <a href="mailto:jrousseau@amherstburg.ca">jrousseau@amherstburg.ca</a> & <a href="mailto:arota@amherstburg.ca">arota@amherstburg.ca</a>	<b>Resolution #:</b> 20160926-381

**To:** Mayor and Members of Town Council

**Subject:** Belle Vue Grant Application- National Cost Sharing Program for Heritage Places

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**1. RECOMMENDATION:**

It is recommended that:

1. The report from the Director of Corporate Services/Treasurer and the Manager of Tourism dated, January 4, 2017, regarding Belle Vue Grant Application- National Cost Sharing Program **BE RECEIVED**; and,
2. Administration **BE AUTHORIZED** to submit a grant application to the National Cost Sharing Program for Heritage Places for the maximum amount eligible under this program of \$1.0 million.

**2. BACKGROUND:**

On September 26, 2016 Council approved the following (Resolution# 20160926-381):

1. The CAO **BE AUTHORIZED** to remove the final condition of the Agreement of Purchase and Sale for the Acquisition of Belle Vue property at 525 Dalhousie, Amherstburg , Ontario;

2. The Mayor and Clerk **BE AUTHORIZED** to execute all necessary documents required to complete the acquisition of 525 Dalhousie (Belle Vue);

3. Administration **BE DIRECTED** to seek senior levels of government funding to assist in the Belle Vue redevelopment plan;

4. Administration **BE DIRECTED** to seek fund raising initiatives with stakeholder groups to assist in the Belle Vue plan; and,

5. The redevelopment of 525 Dalhousie (Belle Vue) **BE SUBJECT** to Council approval once funding opportunities have materialized.

In accordance with the motion adopted by Council, administration has been working closely with the Belle Vue Conservancy to help establish fund raising efforts and to seek senior levels of government funding to assist in the Belle Vue redevelopment plan. On December 28, 2016, administration received notice from Parks Canada about a new grant program entitled "National Cost- Sharing Program for Heritage Places". This grant opportunity is the first grant that has become available to the Town since the municipality took ownership of the Belle Vue property in December 2016.

The National Cost-Sharing Program for Heritage Places is open to owners and eligible lessees of national historic sites, heritage lighthouses and heritage railway stations. The Program continues to support the Parks Canada Agency's mandate of protecting and presenting places of national historic significance, and fostering the public's understanding, appreciation and enjoyment of these places in ways that ensure their commemorative integrity for present and future generations.

This is a grant which will provide up to 50% matching funds for a Conservation project up to an upset limit of \$1,000,000.

### 3. **DISCUSSION:**

In order to be eligible for the grant funding you must be either:

- An owner or lessee (a lessee must have at least 10 years remaining on the lease as of the date of the application to the Program) of a heritage place\*\*, a part of a heritage place, or a contributing property within a heritage place, which is:
  1. a not-for-profit organization;
  2. a regional or municipal government;
  3. provincial or territorial government, institution, agency or Crown Corporation;

- A not-for-profit organization acting on the authority and behalf of an eligible owner or lessee;
- A not-for-profit Indigenous organization with a formalized stewardship responsibility directly related to all or part of a heritage place; or
- A not-for-profit Indigenous organization acting on the authority and on behalf of an eligible not-for-profit Indigenous organization.

\*\*Heritage places that have been formally recognized by the federal government include national historic sites, historic places, heritage buildings, heritage railway stations, and heritage lighthouses.

Successful applications will meet the following five criteria:

1. Demonstrated level of threat to the heritage value(s) of the heritage place and suitability of proposed mitigation strategy or measures;
2. Demonstrated adherence to the *Standards and Guidelines for the Conservation of Historic Places in Canada* (second edition);
3. Demonstrated need for financial assistance, including evidence that the project could not proceed effectively without funding from the Program;
4. Level of financial risk associated with the project, including the financial stability/viability of your organization, its financial management capacity, and the amount of secured matching funding in place; and
5. Demonstrated capacity to carry out and complete the proposed activities, in terms of conservation expertise and prior experience, by March 31, 2018.

Administration, as well as the Belle Vue Conservancy, are of the opinion that the project to restore the house portion on the property would meet all the criteria for the following grant application. The Belle Vue House is a national historic site and is listed on the Top 10 Endangered Places on the National Trust for Canada. This grant provides the municipality with an opportunity to mitigate the cost burden of the project with senior government funding.

#### **4. RISK ANALYSIS:**

Financial and political risk do exist should the Municipality not pursue grant funding and fund raising efforts to aid in the redevelopment of the Belle Vue House.

Failure to secure senior levels of government funding could impose greater cost pressures on the municipality, in fulfilling the community vision expressed in the Community Strategic Plan. Should Council wish to move forward without senior levels of government funding and fundraising efforts, additional pressure will be placed on the municipality. It is important to note that the Belle Vue Conservancy has committed to fundraising efforts in the amount of \$1.0 million dollars to move this initiative forward and has assembled a noteworthy group of community members to bring this initiative to

fruition. To date the \$1.0 million commitment has not been totally raised however efforts are well underway. It is also important for Council to note that at this time, should the Town be successful in receiving the grant, the Town will be required to move the project forward and complete the scope of work submitted in the grant application. This may require an upfront financial commitment from the Town until the Belle Vue Conservancy achieves its fundraising efforts. This will be required in order to expedite the project and meet the requirements of the grant. A letter of commitment has been provided to Council and signed by all members of the conservancy affirming their commitment and is attached to this report.

In the grant application, administration has taken a conservative approach in moving the grant application forward for submission. In an effort to capitalize on the program and the available funding and in light of the fact that public consultation on the programming of Belle Vue has not been completed, administration has not included the interior renovations as part of the grant submission. This was done in an effort to allow for public consultation to occur with the programming space. Administration believes that there is an element of risk associated with the interior renovation as modifications may be required to the interior space once the community has been consulted and that maybe outside the scope of the \$2,514,814 estimate provided by Architecttura.

Administration is cognizant of this fact and as a result has not included this scope of work in the grant submission which may not be able to be realized within the current grant program. Furthermore, administration does not want to expose the municipality to a potential situation where the municipality over commits and under delivers which will jeopardize the grant funds provided to the municipality. This is due to the fact that if works listed and identified in the grant submission are not completed they will be deemed as not delivered and therefore not eligible for grant funding.

Therefore including interior works at this point in time is premature, will place additional risk on the project and may hinder the deliverables and funding of the project. The budget for interior renovation works are estimated to be approximately \$518,000. The grant application under this program has been developed and submitted to complete the restoration of the building envelope and all mechanical systems.

It is also important to note that should the Town be unsuccessful in receiving the maximum \$1.0 million dollar grant from Parks Canada, administration will reduce the scope of work undertaken to match the funding provided from the grant program.

**5. FINANCIAL MATTERS:**

Based on preliminary estimates developed by Architecttura the restoration cost of the house are as follows:

Belle Vue House Cost	\$2,314,814
Contingency	<u>200,000</u>
<b>Total Estimated Project Cost</b>	<b>\$2,514,814</b>

Based on the above estimate the proposed funding for the project would be as follows:

Anticipated National Cost Sharing Program Grant <b>(Note 1)</b>	\$1,000,000
Fund raising pledge from the Belle Vue Conservancy <b>(Note 2)</b>	<u>\$1,000,000</u>
<b>Total Funding Sources projected</b>	\$2,000,000
Amounts to be funded from future grant programs, fundraising/ratepayers	\$514,814

**(Note 1)** Scope of works will be reduced should the \$1.0 million grant not be realized from Parks Canada.

**(Note 2)** A letter of commitment to raise the funds has been provided by the Belle Vue Conservancy (see appendix A).

Should the Town be successful in its grant application (see attached) it should be noted that due to the timelines of the Grant (March 31, 2018 completion date) the Town may be required to advance the \$1.0 million dollar commitment from the Belle Vue Conservancy on a temporary basis until funding efforts have materialized. In addition, exemptions from the Town's Procurement Policy may be sought by administration in order to meet the program timeline of March 31, 2018. It should be noted that the Town of Amherstburg may be required to internally finance the construction project until the fund raising goals are achieved and grants are received. Furthermore, the Town has been made aware of some contractors who are willing to donate their services in kind to the project which may reduce the amount that maybe required to be funded. .

Also it should be noted that the design and build specifications have yet to be finalized and could have an impact on the estimated value.

## **6. CONSULTATIONS:**

The Belle Vue Conservancy was consulted on this report and concur with its recommendation.

7. **CONCLUSION:**

That the Council support the Application to the National Cost Sharing Program for Heritage Places prior to the application deadline of February 13, 2017



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Justin Rousseau  
**Director of Corporate Services/Treasurer**



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Anne Rota  
**Manager of Tourism**

JR

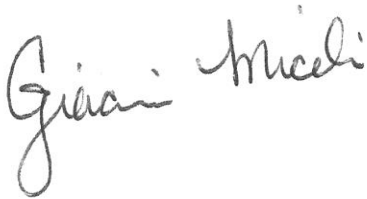
## Report Approval Details

Document Title:	Belle Vue Grant Application-National Cost Sharing Program for Heritage Places.docx
Attachments:	Note 1 - National Cost Sharing Program Grant Note 2 - Fund Raising Pledge - Members signatures
Final Approval Date:	Jan 20, 2017

This report and all of its attachments were approved and signed as outlined below:



**Mark Galvin - Jan 11, 2017 - 4:38 PM**



**John Miceli - Jan 19, 2017 - 8:45 AM**



**Paula Parker - Jan 20, 2017 - 8:40 AM**



Wednesday, January 11, 2017

**To: Program Officer, National Cost-Sharing Program for Heritage Places**

We the undersigned, members of the Amherstburg Belle Vue Conservancy, hereby confirm our commitment to raising monies, in the amount of \$1,000,000 inclusive of in-kind contributions, to secure the physical integrity of the Belle Vue house, 525 Dalhousie Street, Amherstburg, Ontario N9V 2M2, consistent with the guidelines of the National Cost Sharing Program for Heritage Places.

Sincerely,

**The Members of The Belle Vue Conservancy**

**SIGNATURES**

President: Shirley Curson-Prue (519) 736 6947

Vice President: Carolyn Davies (519) 736 9433

Secretary: Jennie LaJoie (519) 736 9036

Treasurer: Michael Prue (519) 992 5075

Historian/Archives: Paul Hertel (519) 736 5022

Historian/Architecture: Robert Honor (519) 736 7737

Historian/Genealogy: Debra Honor (519) 736 7737

Website: Bonnie Deslippe (519) 736 5723

Media & Press: Marcie Graham (519) 736 4324

Copy Writer: Mary Anne Adam (519) 736 1987

Crowd Funding: Meghan Reiner (519) 890 4425

Corporate Outreach: Linda Jackson (519) 736 1987

Corporate Outreach: Phil Kasurak (519) 977 3402

Administration: Stephanie Thomson (226) 280 7080

Town of Amherstburg Administrative Liaison; Anne Rota (519) 730-1309





PLACE:  
PROJECT TITLE:  
PREPARED BY:

**CATEGORY 2 -  
CONSERVATION**

**PROJECT  
Funding Overview**  
Proposed and Secured  
Private and Public  
Sources of funding for  
the project: please list  
all sources of funding

Anticipated Funding Sources / Revenue		Non-Secured / Proposed Funding (\$)	Secured Funding (\$) <i>attach proof</i>	In-kind (\$) <i>Max. 25% of costs</i>	COMMENTS
<b>Applicant's Contribution</b>	<i>Please specify</i>				
<b>Government / Public Sector Support</b>	Federal	<b>Parks Canada (requested)</b> <i>Please specify</i>		N/A	
	Province/ Territory	<i>Please specify</i>			
	Municipal / Local authority	<i>Please specify</i>			
<b>Private Sector Support</b>	<i>Please specify</i>				
<b>Other</b>	<i>Please specify</i>				
<b>SUB-TOTAL</b>		\$ -	\$ -	\$ -	

<b>(proposed + secured + in-kind)</b>	\$ -
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<b>Project Funding Shortfall (if applicable)</b>	
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**Estimate of Project**

**Costs**

Please provide a budget breakdown for the proposed project using indicative or class C estimates (prepared within the last 12 months) for all costs using the Project Budget Form for the

COST TYPE		ELIGIBLE COSTS	IN-KIND COSTS	TOTAL COSTS	COMMENTS (identify the detailed project description block number, whenever possible)
<b>ELIGIBLE PROFESSIONAL AND</b>					
Professional services fees	Archaeology N/A			\$ -	
	Architecture	\$ 95,000.00		\$ 95,000.00	
	Engineering			\$ -	
	Mechanical/Electrical	\$ 30,000.00		\$ 30,000.00	
	Structural	\$ 15,000.00		\$ 15,000.00	
	Heritage conservation specialist			\$ -	
	Project management			\$ -	
	Site surveying			\$ -	
	Environmental Assessment	\$ 3,500.00		\$ 3,500.00	
	Conservation planning			\$ -	
	Condition assessment	\$ 20,000.00		\$ 20,000.00	
	Historical research		\$ 5,000.00	\$ 5,000.00	
	Legal services			\$ -	
Payments	Financing and feasibility fees			\$ -	
Permits	(please list permits)			\$ -	
	<b>SUB-TOTAL</b>	\$ 163,500.00	\$ 5,000.00	\$ 168,500.00	

**ELIGIBLE  
CONSTRUCTION  
(includes related  
shipping &  
transportation, taxes  
less applicable  
credits)**

Related work	Equipment including scaffolding - rentals	\$	5,000.00	\$	5,000.00
	removal or dismantling of a part of the site that is specifically required for the	\$	25,000.00	\$	25,000.00
	Testing (paint, masonry, mortar)	\$	3,500.00	\$	3,500.00
Foundation	Foundation walls - Repairs	\$	25,000.00	\$	25,000.00
	Waterproofing foundations	\$	22,000.00	\$	22,000.00
	Drainage - New weep tile and sump	\$	25,000.00	\$	25,000.00
Structural components			\$	-	
	Shoring and bracing areas required to be repaired	\$	20,000.00	\$	20,000.00
Envelope	Exterior cladding (identify type)			\$	-
	Power wash, repoint brick, and stone	\$	175,000.00	\$	175,000.00
	Replace and infill brick openings at demolished areas	\$	25,000.00	\$	25,000.00
	Stabalize Kitchen fire box	\$	10,000.00	\$	10,000.00
	Repair existing woodwork and details	\$	65,000.00	\$	65,000.00
	Paint exterior woodwork and details	\$	25,000.00	\$	25,000.00
	Replace/repair existing wood shutters	\$	25,000.00	\$	25,000.00
	Repaint (white wash) existing brick	\$	75,000.00	\$	75,000.00
	Roofing			\$	-
	Structural roof repairs	\$	15,000.00	\$	15,000.00
	Main house wood shingle roofing	\$	115,000.00	\$	115,000.00
	East flat roof	\$	4,600.00	\$	4,600.00
	South screened porch roof	\$	10,200.00	\$	10,200.00
	Flashing; attic/roof vents. Copper gutters	\$	95,000.00	\$	95,000.00
	Elements such as turrets, pinnacles, lanterns, spires, roof fences(please specify)			\$	-
	East roof railing	\$	4,500.00	\$	4,500.00

	Chimneys			\$	-	
	Repoint and repair existing Chimneys	\$	25,000.00	\$	25,000.00	
	Entrances, porches and balconies			\$	-	
	Repair woodwork	\$	10,000.00	\$	10,000.00	
	New fire exist from second floor	\$	100,000.00	\$	100,000.00	
	Repair/replace existing west terrace	\$	35,000.00	\$	35,000.00	
	Repair/replace existing east terrace	\$	20,000.00	\$	20,000.00	
Doors and windows	Exterior doors - repair/replace	\$	20,000.00	\$	20,000.00	
	Windows - repair/replace	\$	205,000.00	\$	205,000.00	
	New garage doors	\$	15,000.00	\$	15,000.00	
	Screen existing Gazebo	\$	25,000.00	\$	25,000.00	
Insulation			\$	-		
Interior components	Flooring			\$	-	
	Walls			\$	-	
	Ceilings			\$	-	
	Painting			\$	-	
	Stairways (including emergency exits and fire escapes)			\$	-	
	Moldings and millwork			\$	-	
	Interior signage attached to the building			\$	-	
	Built-in fixtures			\$	-	
	Site work	Walkways and pavements			\$	-
		Signage attached to the building			\$	-
Landscaping costs related to character-defining elements of the site such as historic				\$	-	
Accessibility				\$	-	
	Barrier Free lift/elevator	\$	100,000.00	\$	100,000.00	
	Barrier Free accessibility for structure	\$	25,000.00	\$	25,000.00	
Communications	Communication/security systems			\$	-	
Mechanical and electrical systems	Plumbing systems	\$	92,500.00	\$	92,500.00	
	Sanitary fixtures	\$	10,000.00	\$	10,000.00	
	Sewer and septic systems	\$	20,000.00	\$	20,000.00	
	Replace HVAC system	\$	225,000.00	\$	225,000.00	
					\$	-
Mechanical and electrical systems				\$	-	
	New Electrical service	\$	35,000.00	\$	35,000.00	

	Electrical work		\$ 155,000.00		\$ 155,000.00	
Fire safety	Fire detection and suppression systems				\$ -	
Project close-out	Operating and Maintenance manual				\$ -	
	clean-up				\$ -	
<b>SUB TOTAL</b>			<b>\$ 1,887,300.00</b>	<b>\$ -</b>	<b>\$ 1,887,300.00</b>	
<b>ELIGIBLE OVERHEAD EXPENSES</b>						
Project (or corporate) overhead expenses						
<b>SUB TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>OTHER</b>						
To be discussed with the Program Office						
<b>SUB TOTAL</b>			<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
			<b>ELIGIBLE COSTS</b>	<b>IN-KIND COSTS</b>	<b>TOTAL PROJECT COSTS</b>	
<b>TOTAL Conservation Project</b>			<b>\$ 2,050,800.00</b>	<b>\$ 5,000.00</b>	<b>\$ 2,055,800.00</b>	