Contingency Reserve Fund Study - Final

St. George the Martyr Church and Hall

3909 St George's Lane
Victoria, British Columbia V8N 4E3

Presented to:

St. George the Martyr Parish Council

Report No. 2302407.00
November 15, 2024

MORRISON HERSHFIELD now Stantec

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APPENDICES

1. INTRODUCTION

This letter report and appendices comprise the 2024 Contingency Reserve Fund Study (CRFS) for St. George the Martyr Church and Parish Hall, located at 3909 St. George's Lane in Victoria, British Columbia (Church and Hall). The CRFS provides a capital plan and funding scenarios for the next 30 years for the Church and Hall. Additional information related to the scope of work of the CRFS can be found in Appendix B and in our proposal dated January 16, 2024. Approval was provided by Reverend Christine Conkin, Parish Priest, via signed Authorization to Proceed Form, dated March 28, 2024.

The Church and Hall are not part of a Strata Corporation, and therefore, do not need to comply with the Strata Property Act/Regulations, however, as a framework, this document was prepared in general compliance with Section 6.2 (Depreciation Report) of the Strata Property Regulation B.C. Reg. 43/2000, last amended July 8, 2024 by B.C. Reg. 184/2024.

This report is subject to the limitations identified in Appendix B.

As you review this report, please note that effective February 9, 2024, Morrison Hershfield (MH) has joined Stantec, a community of more than 28,000 employees working in more than 400 locations across 6 continents. Together, we share a commitment to advance the quality of life in our communities around the world. Our relationship with you is our number one priority. You will continue to see the same people, doing business with you with the same goal: to deliver great work with the highest level of service. Our complementary capabilities, market presence, and cultures will create the opportunity to provide more clients with a broader range of services, worldwide. We are excited to become part of a company that cares about creating communities as much as we do. Please watch for a formal transition from Morrison Hershfield to Stantec in the coming months.

PROJECT TEAM AND QUALIFICATIONS

As per Section 6.2 of the Act, Clause 1d, the report must provide the name of the people who performed the work and a description of:

i) Their qualifications

ii) The error and omission insurance, if any, carried by that person

iii) The relationship between that person and the Strata Corporation

Morrison Hershfield, now Stantec (MHnS) prepared this report. MHnS is a prominent, publicly traded, multi-disciplinary engineering and management firm. Our mandate is to provide services and solutions that will assist our clients in achieving their objectives in a cost effective, efficient, professional and friendly manner.

This CRFS has been prepared and/or reviewed by various personnel. They, along with their qualifications and areas of responsibility, are listed below:

- Anton Pisaryk, of MHnS, is a building science consultant with four years of contracting experience in the construction field. Anton conducted the site review, quantity takeoffs, and assisted with the preparation of the capital tables and draft report.

- Owen Scaife, EIT, of MHnS, is a mechanical engineer in training with over three years of structural health monitoring and analysis experience. Owen assisted with the site review portion of this study and with preparing the report.

- Yoora Byeon, P.Eng., of MHnS, is a Mechanical Engineer with over eight years of experience in the building mechanical systems and construction industry. Yoora performed a site review and assisted with the preparation of the report and tables related to the mechanical systems.

- Jay Jirka, PRO, M.Eng., P.Eng., of MHnS, is a building science consultant with over 25 years of experience. He has worked on a variety of building engineering projects involving building envelope rehabilitation, new construction, and building envelope condition assessments. Jay reviewed the condition of the roofs on site.

- Casey Steele, P.Eng., B.Sc. (Physics), of MHnS, is a building science consultant experienced in the assessment of both low-rise and high-rise construction, with over 13 years of experience. Casey conducted the site review and subsequently reviewed both the report and the Condition Assessment/Capital Plan Tables.

a. We confirm that we carry professional liability insurance in the amount of $2,000,000 per claim.

b. Morrison Hershfield is not associated with the Church and Hall beyond being retained to perform professional services. We are not aware of any conflicts of interest.

2. PHYSICAL ASSESSMENT

This study is based on a review of relevant documents provided by the Church and Hall. It is also based on a visual review of the common elements as described in the Building Data Sheet (Appendix A). The following documents were reviewed:

- Long-Term Maintenance Plan Excel Document (2018-2021 Update), prepared by representatives of St. George the Martyr Parish Council.
- Explanatory Plan Of Statutory Right Of Way Over Parts Of Lots 1 And 2, Plan VIP 56342, Section 10, Victoria District, dated 1992.
- St. George's Anglican Narthex Addition Site Plan Detail, prepared by de Hoog & Kierulf Architects, dated January 2015.
- Elevations & Details, Proposed Church for St. George the Martyr, prepared by Birley Wade & Stockdill Architects, dated February 1951.
- Section & Details, Parish Hall for St. George the Martyr, prepared by Wade Stockdill and Armour Architects, dated March 1963.

The visual review was completed on April 17, 2024 by Anton Pisaryk, Owen Scaife, Yoora Byeon, Jay Jirka, and Casey Steele of MHnS. They were accompanied by two representatives of St. George the Martyr Parish Council (Parish Council), Gary Fisher and Jennifer Handley, who provided access to the facility including:

- Interior areas/spaces of both the Church and Hall buildings, including locations normally accessible by occupants (i.e., the Narthex, Chapel, gymnasium, offices) along with utility rooms for electrical/mechanical equipment and crawl spaces/attic spaces where accessible.
- Main roof areas of Hall. The top surface of the roof areas for the Church were not directly accessed, however, they were visible/reviewed from grade.
- The site.

Current condition and recommendations by component are included in the attached Tables (Appendix D and G). The component inventory excludes capital expenses less than $1,000. These smaller items, along with common expenses that usually occur either once a year or more often than once a year, are anticipated to be covered out of the Operating Budget or other non-Contingency Reserve Fund source. The Fiscal Year for the Church and Hall aligns with the calendar year.

In summary, we recommend planning for the following renewal projects and studies in the short term (within three years) to middle term (years four to six) for the Church building and surrounding site elements. The summary of renewal projects and studies for the Hall and surrounding site elements are outlined on the following page. Refer to Appendix D for additional information and other recommended work:

THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS	
SHORT TERM (WITHIN THREE YEARS)	**MIDDLE TERM (YEARS FOUR TO SIX)**
Projects	**Projects**
• Complete localized repairs at the foundation walls, potentially including exterior damp/waterproofing, as needed to address water ingress or other concerns. The section of exposed self-adhered membrane at the Narthex's foundation wall, near the west side of the building, should be protected (i.e., with metal counterflashing) during the first iteration of work. *Item 2 (A10 00 00.02)* - **$5,000***	• Update the furniture and equipment at the Parish Council's discretion to maintain aesthetics and address wear/tear. *Item 30 (C30 00 00.05)* - **$33,000***
• Repair the stucco cladding and concrete masonry unit (CMU) buttresses/piers on an as-needed basis. The stucco cladding may be coated/painted as part of the work. With proper maintenance, the stucco cladding may remain serviceable for an extended period of time. *Item 5 (B20 10 01.02)* - **$20,000***	• Perform repairs/replacement for the domestic water distribution piping and accessories (i.e. valves, pumps, etc.) on an as-needed basis. *Item 37 (D20 20 00.02)* - **$9,000***
• Repair the horizontal-lapped fiber cement siding on an as-needed basis. With proper maintenance, the horizontal-lapped fiber cement siding may remain serviceable for an extended period of time. *Item 7 (B20 10 01.04)* - **$3,000***	• Replace the domestic hot water heater/tank in the mechanical room on the ground floor, accessed from the women's washroom, at end of service life. *Item 39 (D20 20 31.01)* - **$14,000***
• Stain/Coat and repair the cedar cladding and accessories (i.e., metal flashings) as needed. With proper maintenance, the cedar cladding may remain serviceable for an extended period of time. *Item 9 (B20 10 01.06)* - **$8,000***	• Camera scope and power flush the main buried sanitary and storm drain lines, and perimeter drainage every five years or so. Scoping allows for pipe conditions to be monitored. Flushing helps to clear and prevent blockage and helps to achieve a long service life. The cost is only for the camera scope and power flush, as the scope of work for repairs (if needed) will be highly variable depending on the findings. *Item 45 (D20 30 00.02)* - **$4,000***
• Replace exterior sealants on an as-needed basis; timed to coincide with exterior wall repainting/repairs. Full replacement is not anticipated during each iteration, as conditions will likely vary depending on exposure conditions. *Item 14 (B20 10 11.01)* - **$3,000***	• Replace the exterior wall-mounted light fixtures at end of service life. Minor repairs and replacement of individual fixtures is expected to be completed as needed out of the Operating Budget, or other non-Contingency Reserve Fund source. *Item 55 (D40 20 06.02)* - **$2,000***
• Replace the wood-framed single pane windows at end of service life / at Parish Council's discretion. Upgraded window assemblies, including insulating glass units (IGUs) instead of single-glazed units, will help improve the energy efficiency of the building and occupant comfort. *Item 18 (B20 20 01.03)* - **$107,000***	• Repair the asphalt pavement on an as-needed basis (i.e., crack repairs, filling pot holes). *Item 60 (G20 20 03.02)* - **$7,000***
	• Carry an allowance to perform larger soft landscaping work (i.e. mature tree removal) on an as-needed basis. *Item 67 (G20 50 00.00)* - **$5,000***

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• Update the furniture and equipment at the Parish Council's discretion to maintain aesthetics and address wear/tear. The first iteration of this work is to account for the planned expansion of the kitchen/storage area. *Item 34 (C30 00 00.09)* - **$12,000***	• Complete Contingency Reserve Fund Study updates. The first iteration of this work is for this report. *Item 68 (P10 00 00.00)* - **$7,000***
• Demolish and replace non-functioning hydronic heating baseboards with electric baseboards of equivalent heating capacity. This line item does not include replacement for the functional hydronic baseboard heaters along the north-east wall of the Church. *Item 47 (D30 50 06.02)* - **$10,000***	
• Upgrading to a fire alarm panel with manual pull stations throughout will provide added safety measures in an emergency situation. Continue annual inspections as required by the Fire Code (assumed to be a maintenance activity). *Item 58 (D40 30 03.00)* - **$16,000***	
• Carry an allowance to perform larger soft landscaping work (i.e. mature tree removal) on an as-needed basis. *Item 67 (G20 50 00.00)* - **$5,000***	
• Complete Contingency Reserve Fund Study updates. The first iteration of this work is for this report. *Item 68 (P10 00 00.00)* - **$7,000***	

* The costs indicated are typically referred to as Class D estimates (±50%), defined by the Budget Guidelines for Consulting Engineering Services – refer to appendices for more information; and include taxes and contingency allowances.

In summary, we recommend planning for the following renewal projects and studies in the short term (within three years) to middle term (years four to six) for the Hall building and surrounding site elements. Refer to Appendix G for additional information and other recommended work:

THE HALL BUILDING AND SURROUNDING SITE ELEMENTS	
SHORT TERM (WITHIN THREE YEARS)	**MIDDLE TERM (YEARS FOUR TO SIX)**
Projects	**Projects**
• Repair, replace, and/or repaint exterior wall cladding and accessories at the Hall building as needed. The first iteration of the work should address the warped/damage wood cladding, cracked CMUs, and heavily stained areas of the walls noted during the review. Exterior joint sealant was not observed during the review, however, it may be installed at transition details if determined to be necessary to help ensure continuity of the building envelope. *Item 8 (B20 10 01.02)* - **$43,000***	• Complete localized repairs at the foundation walls, potentially including exterior damp/waterproofing, as needed to address water ingress or other concerns. *Item 2 (A10 00 00.02)* - **$3,000***
• Repair/Repaint the soffits at the Hall building on an as-needed basis. This work is timed to coincide with exterior wall repainting/repairs. Full replacement of the soffits is not anticipated within the study period. *Item 9 (B20 10 08.00)* - **$3,500***	• Replace the vinyl waterproofing membrane at the balcony at the southeast corner of the building at end of service life. *Item 5 (B10 10 04.01)* - **$9,000***
• Replace failed glazing and damaged windows on an as-needed basis leading up to the full replacement project referenced in the line item above. Replacement/Repairs for the weatherstripping and hardware is assumed to be completed as part of the Operating Budget, or other non-Reserve Fund source. *Item 11 (B20 20 01.02)* - **$6,600***	• Replace the balcony guardrail at the balcony at the southeast corner of the building at end of service life. This work is timed to coincide with every second waterproofing membrane replacement project. *Item 6 (B10 10 04.02)* - **$5,000***
• Replace the SBS-modified bitumen membrane assembly and accessories (i.e., area drains, downspouts, etc.) at the main roof areas at end of service life. Regular maintenance, such as drain cleaning/removing debris, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Reserve Fund source. *Item 13 (B30 10 02.01)* - **$194,000***	• Repair, replace, and/or repaint exterior wall cladding and accessories at the Hall building as needed. The first iteration of the work should address the warped/damage wood cladding, cracked CMUs, and heavily stained areas of the walls noted during the review. Exterior joint sealant was not observed during the review, however, it may be installed at transition details if determined to be necessary to help ensure continuity of the building envelope. *Item 8 (B20 10 01.02)* - **$43,000***
• Replace/Repair the eavestroughs and downspouts at end of service life. The copper eavestroughs/downspouts may be replaced with a more cost effective choice, such as steel. *Item 33 (D20 30 00.03)* - **$30,000***	• Repair/Repaint the soffits at the Hall building on an as-needed basis. This work is timed to coincide with exterior wall repainting/repairs. Full replacement of the soffits is not anticipated within the study period. • *Item 9 (B20 10 08.00)* - **$3,500**
• Replace the ceiling fans at end of service life. *Item 34 (D30 30 02.00)* - **$15,000***	• Replace the windows at the Hall building at end of service life. Upgraded window assemblies, including insulating glass units (IGUs) instead of single-glazed units, will help improve the energy efficiency of the building and occupant comfort. *Item 10 (B20 20 01.01)* - **$63,000***

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- Replace the hydronic baseboard heaters at end of service life. Alternatively, replace the hydronic baseboard heaters with an electric equivalent, due to the current lack of hot water heating capacity.
  Item 36 (D30 50 06.02) - **$21,000***
- Complete inspection (including infrared scan), and cleaning of the main electrical distribution equipment.
  Item 41 (D50 10 03.02) - **$4,000***
- Carry an allowance to perform larger soft landscaping work on an as-needed basis.
  Item 51 (G20 50 00.00) - **$2,000***
- Complete Contingency Reserve Fund Study updates. The first iteration of this work is for this report.
  Item 52 (P10 00 00) - **$7,000***

- Replace failed glazing and damaged windows on an as-needed basis leading up to the full replacement project referenced in the line item above. Replacement/Repairs for the weatherstripping and hardware is assumed to be completed as part of the Operating Budget, or other non-Reserve Fund source.
  Item 11 (B20 20 01.02) - **$4,400***
- Replace the metal swing doors at the Hall building at end of service life. Replacement/Repairs for the weatherstripping and hardware, and adjustments to ensure proper operation, is assumed to be completed as part of the Operating Budget, or other non-Reserve Fund source.
  Item 12 (B20 30 02.00) - **$19,000***
- Repair the asphalt shingles and accessories at sloped roof as needed prior to full replacement (i.e., targeted repairs for water ingress, moss treatment). This work is shown in a single year, however, it will likely be spread over multiple years as concerns arise.
  Item 16 (B30 10 02.04) - **$5,000***
- Repaint and repair the interior doors on an as-needed bases. The interior doors may last the life of the building if properly maintained.
  Item 17 (C10 20 03.00) - **$2,000***
- Replace the wood paneling, and paint interior ceilings, baseboards, and crown moldings, in the stairwells, hallways, offices, and classrooms at Parish Council's discretion to maintain aesthetics and address wear/tear.
- Kitchen and gymnasium are included in a separate line item.
  Item 18 (C30 00 00.01) - **$56,000***
- Perform repairs/replacement for the domestic water distribution piping and accessories (i.e. valves, pumps, etc.) on an as-needed basis. This line item assumes approximately 20% of piping and accessories will be completed per ten year cycle.
- *Item 23 (D20 10 01.02)* - **$42,000*** Perform a targeted pipe investigation to determine current conditions (excluding hot water recirculation system), and to develop a repair/replacement strategy as necessary. The findings from this investigation will impact Item 23 (D20 10 01.02) above.
  Item 24 (D20 10 01.03) - **$7,000***
- Replace the backflow preventer on the dishwasher line at end of service life. Ensure annual testing is performed as per CRD's Cross Connection Control requirements.
  Item 31 (D20 20 99.03) - **$3,000***

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	• Camera scope and power flush the main buried sanitary and storm drain lines, and perimeter drainage every five years or so. Scoping allows for pipe conditions to be monitored. Flushing helps to clear and prevent blockage and helps to achieve a long service life. The cost is only for the camera scope and power flush, as the scope of work for repairs (if needed) will be highly variable depending on the findings. *Item 32 (D20 30 00.02)* - **$4,000***
	• Replace the electric baseboard heaters at end of service life. This cost is shown in a single year, however, it may be spread over multiple years. *Item 35 (D30 50 06.01)* - **$12,000***
	• The majority of the fire sprinkler system may last the life of the building with proper inspection and maintenance however, we have included an allowance for localized repairs (sprinkler heads, valves, etc.) as necessary. Continue annual inspections as required by the Fire Code (assumed to be a maintenance activity). Sprinkler systems should be inspected according to Fire Code requirements (which refer to NFPA standards that dictate specific inspection requirements for the various system types, including annual inspections and specific inspections at milestone years). Systems that fail to meet the inspection criteria are required to be repaired, and in cases where there is significant deterioration, they may be required to be partly or fully replaced. *Item 39 (D40 10 03.00)* - **$8,000***
	• Replace the emergency and exit lighting at end of service life. Ensure the replacement exit lighting meets current Code requirements (i.e., include 'running man' images). Replacement of batteries/individual fixtures expected to be completed as needed out of the Operating Budget, or other non-Reserve Fund source. *Item 46 (D50 20 99.00)* - **$8,000***
	• Repair the asphalt pavement to the south of the building on an as-needed basis (i.e., crack repairs, filling pot holes). *Item 49 (G20 10 00.02)* - **$4,000***
	• Carry an allowance to perform larger soft landscaping work on an as-needed basis. *Item 51 (G20 50 00.00)* - **$2,000***
	• Complete Contingency Reserve Fund Study updates. The first iteration of this work is for this report. *Item 52 (P10 00 00)* - **$7,000***

* The costs indicated are typically referred to as Class D estimates (±50%), defined by the Budget Guidelines for Consulting Engineering Services – refer to appendices for more information; and include taxes and contingency allowances.

Prior to any major projects, a detailed review should be undertaken. This will help refine timing and budget. For example, a pipe analysis will determine the actual condition of the pipes. Once this is done, the timing and budget of the replacement project can be adjusted to reflect the analysis findings.

Similarly, regular building envelope assessments will assist in prioritizing renewals as the life expectancies of those components approach. Windows for example, may be deferred well beyond their useful service life if it is known that they are not contributing to any damage to the wall assembly and owners are satisfied with their appearance and thermal performance.

As renewal projects come up, the Parish Council will need to consider how they would like to complete the work and the various implementation strategies. Below is a discussion of some implementation strategies.

Targeted and Localized Renewals Projects

- Targeted and localized renewals projects are projects that are localized to a particular location of the building. This may be dependent on factors such as exposure and wear conditions.

Phased Projects

- Phased projects are carried out in multiple stages compared to a single coordinated project. For example, the windows could be replaced in phases. Phased projects could reduce financial burden by spreading costs over several years, however they cost more over the long term due to the mobilization and demobilization of the trades.

Bundled Projects

- Bundled projects are projects that are implemented together where the work makes sense logistically. For example, repainting the cladding and renewing the exterior sealant as one project. The advantage to bundling projects is that the Parish Council may leverage economies of scale and lower the overall costs, instead of completing this work as individual projects.

3. FINANCIAL ANALYSIS – THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS

The establishment and/or maintenance of a Contingency Reserve Fund (CRF), intended to cover anticipated capital expenditures for the Church building and surrounding site elements, is a prudent financial strategy that is implemented by many institutional buildings/facilities.

If a CRF is implemented/maintained for the Church building and surrounding site, the contributions to the CRF should be established by Parish Council.

For the purposes of this report, a hypothetical CRF with a starting balance in 2024 of $100,000 and starting annual contribution (also in 2024) of $15,000 was used to generate the following three (3) funding scenarios, which Parish Council may consider during financial planning. These funding scenarios are outlined in greater detail in Appendix C.

Current Fiscal Year: 2024
January 1, 2024 to December 31, 2024

Number of Units
1

Scenario 1

Minimum Balance $0.00
In Year 2035

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$15,000.00	$16,902.25	$19,045.74	$21,461.06	$24,182.68	$27,249.44
Percent Increase per Year		12.7%	12.7%	12.7%	12.7%	12.7%
Average Increase per Year		$1,902.25	$2,143.49	$2,415.32	$2,721.62	$3,066.77
Average Monthly Contribution	$1,250.00	$1,408.52	$1,587.14	$1,788.42	$2,015.22	$2,270.79
Total 'Other Contributions' for the Capital Plan Timeline**	$200,000.00		in 2026			

Scenario 2

Minimum Balance $0.00
In Year 2035

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$15,000.00	$22,500.00	$33,750.00	$35,776.17	$37,923.99	$40,200.74
Percent Increase per Year		50.0%	50.0%	6.0%	6.0%	6.0%
Average Increase per Year		$7,500.00	$11,250.00	$2,026.17	$2,147.81	$2,276.76
Average Monthly Contribution	$1,250.00	$1,875.00	$2,812.50	$2,981.35	$3,160.33	$3,350.06
Total 'Other Contributions' for the Capital Plan Timeline**	$100,000.00		in 2026			

Scenario 3

Minimum Balance $0.00
In Year 2041

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$15,000.00	$15,754.44	$16,546.82	$17,379.06	$18,253.16	$19,171.22
Percent Increase per Year		5.0%	5.0%	5.0%	5.0%	5.0%
Average Increase per Year		$754.44	$792.38	$832.24	$874.10	$918.06
Average Monthly Contribution	$1,250.00	$1,312.87	$1,378.90	$1,448.26	$1,521.10	$1,597.60
Total 'Other Contributions' for the Capital Plan Timeline**	$841,207.55		spread over 2026, 2034, 2049, 2050, and 2051			

* Annual Contingency Reserve Fund Contribution refers to the amount contributed each year to the Contingency Reserve Fund from the monthly common expenses, or a combination of Monthly Contribution plus Operating Budget surplus.

** Total 'Other Contributions' for the Capital Plan Timeline refers to other contributed amounts or surplus funds transferred from other sources (i.e., operating budget or contingency fund).

SUMMARY OF FUNDING SCENARIOS FOR THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS

Scenario 1 demonstrates an option whereby the Annual Contingency Reserve Fund Contribution is increased by 12.7% in 2025 to 2035 (inclusive) followed by increases to match assumed inflation (2.0%) for the rest of the study period (Fiscal 2036-2053).

In addition to the increases to the Annual Contingency Reserve Contributions, there is an other contribution in 2026, totaling $200,000 (in 2024 Dollars).

Scenario 2 demonstrates an option whereby the Annual Contingency Reserve Fund Contribution is increased by 50.0% in 2025 and 2026 (inclusive), followed by 6.0% until 2035, and then set to match assumed inflation (2.0%) for the rest of the study period (Fiscal 2036-2053).

In addition to the increases to the Annual Contingency Reserve Contributions, there is an other contribution in 2026, totaling $100,000 (in 2024 Dollars).

Scenario 3 demonstrates an option whereby the Annual Contingency Reserve Fund Contribution is increased by 5.0% in 2025 to 2041 (inclusive) and then set to match assumed inflation (2.0%) for the rest of the study period (Fiscal 2042-2053).

In addition to the increases to the Annual Contingency Reserve Contributions, there are other contributions in 2026, 2034, 2049, 2050, and 2051 totaling $841,207.55 (in 2024 Dollars).

The three (3) funding scenarios for the Church building and surrounding site elements described above are based on the following assumptions:
CRF Balance at the start of 2024: $100,000
CRF Annual Contribution for 2024: $15,000
Inflation Rate: 2%
Interest Rate: 2%

The CRF balance for all three (3) funding scenarios is anticipated to stay positive (i.e., $0 or above) for the duration of the study period of this report (30 years).

4. FINANCIAL ANALYSIS – THE HALL BUILDING AND SURROUNDING SITE ELEMENTS

The establishment and/or maintenance of a Contingency Reserve Fund (CRF), intended to cover anticipated capital expenditures for the Hall building and surrounding site elements, is a prudent financial strategy that is implemented by many institutional buildings/facilities.

If a CRF is implemented/maintained for the Church building and surrounding site, the contributions to the CRF should be established by Parish Council.

For the purposes of this report, a hypothetical CRF with a starting balance in 2024 of $100,000 and starting annual contribution (also in 2024) of either $5,000 (in Scenario 1) and $20,000 (in Scenarios 2 and 3) were used to generate the following three (3) funding scenarios, which Parish Council may consider during financial planning. These funding scenarios are outlined in greater detail in Appendix F.

Current Fiscal Year: 2024
January 1, 2024 to December 31, 2024

Number of Units
1

Scenario 1

Minimum Balance $0.00
In Year 2042

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$5,000.00	$5,874.57	$6,902.11	$8,109.38	$9,527.82	$11,194.36
Percent Increase per Year		17.5%	17.5%	17.5%	17.5%	17.5%
Average Increase per Year		$874.57	$1,027.54	$1,207.27	$1,418.44	$1,666.54
Average Monthly Contribution	$416.67	$489.55	$575.18	$675.78	$793.98	$932.86
Total 'Other Contributions' for the Capital Plan Timeline**	$1,906,838.61		spread over 2025, 2026, 2029-31, 2035, and 2049-51			

Scenario 2

Minimum Balance $0.00
In Year 2031

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$20,000.00	$22,384.48	$25,053.24	$28,040.19	$31,383.25	$35,124.89
Percent Increase per Year		11.9%	11.9%	11.9%	11.9%	11.9%
Average Increase per Year		$2,384.48	$2,668.77	$2,986.95	$3,343.06	$3,741.63
Average Monthly Contribution	$1,666.67	$1,865.37	$2,087.77	$2,336.68	$2,615.27	$2,927.07
Total 'Other Contributions' for the Capital Plan Timeline**	$1,176,548.87		spread over 2024-27, 2029-31, 2035, and 2049-51			

Scenario 3

Minimum Balance $0.00
In Year 2051

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$20,000.00	$20,930.54	$21,904.37	$22,923.51	$23,990.06	$25,106.24
Percent Increase per Year		4.7%	4.7%	4.7%	4.7%	4.7%
Average Increase per Year		$930.54	$973.83	$1,019.14	$1,066.56	$1,116.18
Average Monthly Contribution	$1,666.67	$1,744.21	$1,825.36	$1,910.29	$1,999.17	$2,092.19
Total 'Other Contributions' for the Capital Plan Timeline**	$1,100,000.00		spread over 2025-29			

* Annual Contingency Reserve Fund Contribution refers to the amount contributed each year to the Contingency Reserve Fund from the monthly common expenses, or a combination of Monthly Contribution plus Operating Budget surplus.

** Total 'Other Contributions' for the Capital Plan Timeline refers to other contributed amounts including surplus funds transferred from other sources (i.e., operating budget or contingency fund).

SUMMARY OF FUNDING SCENARIOS FOR THE HALL BUILDING AND SURROUNDING SITE ELEMENTS

Scenario 1 demonstrates an option whereby the Annual Contingency Reserve Fund Contribution is increased by 17.5% in 2024 to 2035 (inclusive) followed by increases to match assumed inflation (2.0%) for the rest of the study period (Fiscal 2036-2053).

In addition to the increases to the Annual Contingency Reserve Contributions, there are other contributions in 2025, 2026, 2029-31, 2035, and 2049-51, totaling $1,906,838.61 (in 2024 Dollars).

Scenario 2 demonstrates an option whereby the Annual Contingency Reserve Fund Contribution is increased by 11.9% in 2024 to 2031 (inclusive) followed by increases to match assumed inflation (2.0%) for the rest of the study period (Fiscal 2032-2053).

In addition to the increases to the Annual Contingency Reserve Contributions, there are other contributions in 2024-27, 2029-31, 2035, and 2049-51, totaling $1,176,548.87 (in 2024 Dollars).

Scenario 3 demonstrates an option whereby the Annual Contingency Reserve Fund Contribution is increased by 4.7% for the duration of the study period.

In addition to the increases to the Annual Contingency Reserve Contributions, there are other contributions between 2025-29, totaling $1,100,000 (in 2024 Dollars).

The three (3) funding scenarios for the Hall building and surrounding site elements described above are based on the following assumptions:
CRF Balance at the start of 2024: $100,000
CRF Annual Contribution for 2024: $5,000 (Scenario 1), $20,000 (Scenarios 2 and 3)
Inflation Rate: 2%
Interest Rate: 2%

The CRF balance for all three (3) funding scenarios is anticipated to stay positive (i.e., $0 or above) for the duration of the study period of this report (30 years).

5. CLOSURE

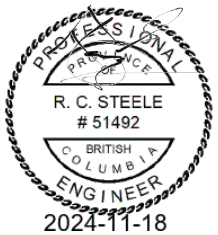
This Contingency Reserve Fund Study (CRFS) includes tabular summaries (refer to appendices) with descriptions, observations, and recommendations related to the major building and site components for the St. George the Martyr Church and Parish Hall (Church and Hall). Based on this information, the CRFS includes three (3) potential funding scenarios for each of the: Church building and surrounding site elements, and Hall building and surrounding site elements. All the funding scenarios provide adequate funding to cover anticipated major repairs and renewals expected in the next 30 years

The CRFS is a dynamic document that will change over time as repairs/renewals are completed and interest/inflation rates change. Note too, the Capital Plan's schedule for expenses does not represent a fixed schedule for expenditures. Expenditures may be required sooner or later than we have anticipated. Similarly, the opinions of probable cost can vary due to a number of reasons including changing market conditions, availability of newer materials and systems, and increased or decreased scope of work than we have identified. As such, regular updates to this CRFS are necessary to re-assess the needs of your building. At a minimum, it is recommended that the Parish Council complete an update within five years of the date of this study.

Thank you for trusting Morrison Hershfield, now Stantec to complete this study. Please contact us at any time if you wish to update this study or to pursue the recommended investigations and/or capital projects. We would be pleased to provide a proposal to perform any of the additional investigations identified. We also provide full engineering design, tender, construction management and contract administration services for major repair or replacement projects required at your site, and welcome the opportunity to provide Engineering services to assist you with these undertakings.

If you have any questions, please contact the undersigned.

Best Regards,
MORRISON HERSHFIELD, NOW STANTEC
Permit to Practice # 1002862



2024-11-18

Anton Pisaryk,
Building Science Consultant

Casey Steele, P.Eng., B.Sc. (Physics)
Building Science Consultant

APPENDIX A:
BUILDING DATA SHEET

BUILDING DATA SHEET

THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS			
Address:	3909 St George's Ln, Victoria, BC V8N 4E3	**Constructed:**	1951
Units:	N/A	**Storeys:**	1
Amenity Spaces:	N/A	**Parking:**	At-Grade Parking

Description:

St. George The Martyr Church building, constructed circa 1951, is a 1-storey, wood-framed, building constructed over cast-in-place concrete foundations. A Narthex was added to the south side of the original Church building circa 2015.

The exterior wall cladding primarily consists of stucco, concrete masonry unit (CMU) pilasters, and at the original Church building, and a combination of cedar and stone veneer at the Narthex. There are wood-framed, single-pane windows at the original Church building with a combination of glazing, including patterned, flat, and stained glass. There are metal-clad, wood-framed, double-glazed windows at the Narthex addition. There are wood and metal exterior swing doors for the original Church building and wood-framed, glazed exterior swing doors for the Narthex addition.

The main, sloped roof areas of the original Church building and Narthex addition are protected by standing seam metal assemblies.

The original Church building and Narthex addition include various interior spaces such as the Nave, Sanctuary, Vestry, Servery, washrooms, and office spaces.

There is a variety of landscaping including sod, trees, top soil, shrubs, a fenced garden area, and concrete walkways around the site. Other site features include perimeter wood fencing, a small garden shed, and some picnic tables.

There is paved parking at the front of the property and along the road between the Church and Hall. The rear of the property has unpaved/unmarked grass parking.

CRFS Components:

- Structural systems.
- Exterior walls.
- Exterior windows and doors.
- Interior finishings.
- Roofing systems.
- Mechanical systems.
- Electrical systems.
- Landscaping and site components.

Recent Projects:

- 2016: Interior lighting upgraded in original Church building.
- 2015: Narthex addition built.
- Roof replacement for original Church building.
- Main electrical equipment replacement/installation.
- Garden bed fence installed.
- 2013: Nursery door replacement.
- 2012: Sound system upgraded in original Church building.

THE HALL BUILDING AND SURROUNDING SITE ELEMENTS			
Address:	3909 St George's Ln, Victoria, BC V8N 4E3	**Constructed:**	1963
Units:	N/A	**Storeys:**	2
Amenity Spaces:	N/A	**Parking:**	At-Grade Parking

Description:

The Hall building, constructed circa 1963, is a 2-story, wood-framed, building constructed over cast-in-place concrete foundations. The building is primarily rented out to a school and occasionally to others within the community.

The exterior wall cladding consists of a combination of stucco, concrete masonry units, and painted wood. There are wood-framed, single-glazed windows, and exterior metal swing doors at entrances/exits.

The Hall building includes a low-sloped roof area, protected by an SBS-modified bitumen membrane assembly, and a sloped roof area, above the office spaces, protected by asphalt shingles.

The interior of the building consists of office space at the western end, classrooms spread out through the building, male and female bathrooms to the right of the main entrance, an industrial kitchen in the lower level, and a gymnasium and performance stage at the eastern end of the upper level (the eastern wall is shared with The Orchard).

CRFS Components:

- Structural systems.
- Exterior walls.
- Exterior windows and doors.
- Interior finishings.
- Roofing systems.
- Mechanical systems.
- Electrical systems.
- Landscaping and site components.

Recent Projects:

- 2020: Backflow preventers installed for main water service, fire sprinkler line, and dishwasher service line.
- Water heater/tank replaced.

- The following work appeared to have been completed within five (5) years from the time of the site review:
- Replacement of failed emergency lights.
- Some door and window weatherstripping.
- Some exterior repairs.
- Some roof repairs.

APPENDIX B:
GENERAL DEPRECIATION REPORT INFORMATION

CONTINGENCY RESERVE FUND STUDY GENERAL INFORMATION

OBJECTIVES

The objective of this study is to provide St. George the Martyr Parish Council (Parish Council) with sufficient information to enable you to:

i) Set up a schedule for the anticipated repair and replacement of common element items.

ii) Set up a special account for major repair items and replacement of common elements and assets of the St. George the Martyr Church and Parish Hall buildings and surrounding site elements.

iii) To determine the annual contributions necessary to maintain an adequate balance for the 30 year period of this study.

LIMITATIONS AND ASSUMPTIONS

This report is intended for the sole use of Parish Council and must not be distributed or used by others without our knowledge. It is based on the documents and information provided to us and the findings at the time of our on-site investigation.

It is a basic assumption that any correspondence, material, data, evaluations, and reports furnished by others are free of latent deficiencies or inaccuracies except for apparent variances discovered during the completion of this report.

Unless specifically noted in this report, no testing, verification of operation of systems, physical review of subsurface conditions or concealed systems and components, review of concealed elements, intrusive openings, opening of system components for internal inspection, detailed analysis or design calculations were conducted, nor were they within the scope of this review.

Some of the findings herein are based on a random sampling visual review of the surface conditions, discussions with the Parish Council and/or their designated representatives, and review of relevant documents. Observations were made only of those areas that were readily accessible during our review. Deficiencies existing but not recorded in this report were not apparent given the level of study undertaken. Components not included have not been reviewed, and if their conditions need to be known, further study will be required.

It is possible that unexpected conditions may be encountered at the building/facility that have not been explored within the scope of this report. Should such an event occur, Morrison Hershfield, now Stantec (MHnS) should be notified in order that we may determine if modifications to our conclusions are necessary.

In issuing this report, MHnS does not assume any of the duties or liabilities of the designers, builders or owners of the subject property. Owners, prospective purchasers, tenants or others who use or rely on the contents of this report do so with the understanding as to the limitations of the documents reviewed and the general visual inspection undertaken and understand that MHnS cannot be held liable for damages they may suffer in respect to the purchase, ownership, or use of the subject property.

Professional judgment was exercised in gathering and analyzing the information obtained and in the formulation of the conclusions. Like all professional persons rendering advice, we do not act as insurers of the conclusions we reach, but we commit ourselves to care and competence in reaching those conclusions. No other warranties, either expressed or implied, are made.

REPORT FORMAT

A description of the table contents and our approach to assigning ratings is described below:

COMPONENT ID	DESCRIPTION
Item #	Sequentially assigned number, used for referencing line items.
ID (Photo)	Component ID, generally based on the ASTM Uniformat II classification system. (Reference number for associated photograph in the Photosheet Appendix).
Type / Location	Where appropriate, we have provided a location or other modifier as needed to assist in identifying the specific component. This may refer to an elevation, floor number, room, or material type.
Description and History	A brief description of the component, deficiencies observed by MH (if any), and problems or previous repairs reported by site staff.
Condition	We have also provided an overall condition rating for each component, as follows: **Good** Functioning as intended; limited (if any) deterioration observed. **Fair** Function and operation exhibiting wear or minor deterioration; normal maintenance frequency. **Poor** Function and operation failing; significant deterioration and distress observed; increased maintenance attention has been required. **Not Reviewed** Not Reviewed; applicable to concealed systems, such as buried services, or where access was not provided to MH to review a component. **Not Applicable** Not Applicable; applicable to Studies/Reports/ Surveys.
Actual or Estimated Year When New	This is assigned based on available data from drawings or reports, readily accessible nameplate information on equipment, or interviews with site staff. Where the year is not known, MHnS provides an estimate based on observed condition. Year reflects the fiscal year in which the component was acquired, not necessarily the calendar year.
Recommendation	Our recommended approach for contingency reserve fund budgeting.

COMPONENT ID	DESCRIPTION
Type	We have categorized the type of expense as follows: **Replacement** Replace like with like (typically at end of service life), allowing for changing contemporary standards. **Repair Allow.** For repairs, typically to extend the life of a component, restore functionality, or for partial replacements of isolated failures. **Contingency** For repairs likely to be required where the timing and scope cannot be assessed without additional study; or where failure is unpredictable. **Study** Further study is required to assign more accurate repair/replacement costs or timing for a Contingency item. **Upgrade** Replace to a higher standard (more efficient, higher quality, etc.). Our report may identify upgrades which we believe are worth exploring. In such cases, the costs are not considered within the cash flow since we understand upgrades may not be funded out of the Contingency Reserve Fund. **New** For new components added to the Depreciation Report, typically to reflect changing legislation.
Priority	A Priority Rating is provided to each Recommendation to assist you with budgeting of expenses, and to assess where deferral of an expense may be appropriate. 1. **Immediate**: Items that require immediate repair or replacement because of a code deficiency, legislative requirement or safety concern. 2. **Restore Functionality**: Items that currently show signs of failure, requiring repair or replacement to restore functionality in the near future. 3. **Future Renewal**: Items that will require future repair or replacement to maintain functionality (life cycle replacement). Most Contingency Reserve Fund Expenses will fall under this category. 4. **Discretionary Renewal**: Items where the timing, scope of work and phasing is at the owner's discretion. This is typically limited to cosmetic issues. 5. **Not Applicable**: Items with no applicable Contingency Reserve Fund recommendation.
Age in Current Fiscal Year	The age at the time of the assessment. Where the exact age is unknown, MHnS provides an estimate based on observed condition.

COMPONENT ID	DESCRIPTION
Typ Life Cycle	Standard lifespan, assuming normal maintenance, based on our experience and manufacturer's recommendations. A piece of equipment may have a typical lifespan for complete replacement, as well as a typical lifespan for a recommended repair with a much shorter frequency. A lifecycle of 99 shows a one-time project, or study.
Est Life Rem	Remaining life of component and/or time to the next major repairs. Based on Age subtracted from Typical Lifespan but confirmed and adjusted as needed depending on observed condition. A negative value is used to show phased projects already partially complete.
Proj Dur (yrs)	Years over which project is phased. Normally projects are completed in one year. Larger projects may be phased over several consecutive years.
Incl Yes/No	All components that are the responsibility of the corporation are listed; however, for various reasons, some are not carried through the capital plan. These can include items identified as being covered under other budgets and upgrades.
Est. Budget in Current Year Dollars	This represents our opinion of probable cost, in current fiscal year dollars, including consulting services (design, tendering and construction review) and contingencies where we believe it is appropriate. The cost for these services can vary significantly depending on the size, scope and degree of complexity of the project. Applicable taxes are also included. Opinions of probable cost are provided only as an indication of possible cost of remedial work. The repair or replacement costs are based on published construction cost data, recent bid prices on similar work, information provided by the owner, and our professional judgment. More precise opinions of probable cost would require more detailed investigation to define the scope of work. The costs in this report are typically referred to as Class D estimates (±50%), defined by the Budget Guidelines for Consulting Engineering Services as: "A preliminary estimate which, due to little or no site information, indicates the approximate magnitude of cost of the proposed project, based on the client's broad requirements. This overall cost estimate may be derived from lump sum or unit costs for a similar project. It may be used in developing long term capital plans and for preliminary discussion of proposed capital projects." The opinions of probable cost we have presented can vary due to a number of reasons including changing market conditions, availability of newer materials and systems, and increased or decreased scope of work than we have identified. All opinions of probable cost assume that regular annual maintenance and repairs will be performed to all elements at the facility.

COMPONENT ID	DESCRIPTION
	All costs in the Condition Assessment and Capital Plan tables are identified in Current Fiscal Year Canadian dollars.
Capital Plan	The tables show MHnS's opinion of the probable cost to carry out the recommendations (in current fiscal year dollars) during the planning horizon. The repairs and replacements we have forecasted do not represent a fixed schedule for replacements; repairs or replacements may be required sooner or later than we have anticipated.

The **Component Condition Assessment** and **Capital Plan Expenditure Forecast Table** in Appendix D and G shows MH's opinion of the probable cost to carry out the recommendations (in current Fiscal Year dollars) during the CRFS planning period. The repairs and replacements we have forecasted do not represent a fixed schedule for replacements; repairs or replacements may be required sooner or later than we have anticipated.

Review of the Tables reveals several contingencies that occur in a single year of the study period. Though these repairs and replacements will not all take place in one year, and may not be required at all, it is prudent to budget for such repairs since failure of some components is unpredictable.

FINANCIAL TERMS, ASSUMPTIONS AND CALCULATIONS

Inflation

The Government of Canada and the Bank of Canada inflation-control policy is aimed at keeping inflations at agreed to target values. At present the target range is 1 to 3 per cent, with the Bank's monetary policy aimed at keeping inflation at the 2 per cent target midpoint. This policy has continued to be renewed since implementation in 1991, and currently extends to December 31, 2026.

The total annual estimated expenditures are shown in the Capital Plan in current fiscal year dollars. The expenditures shown in the Cash Flow Table are inflated annually by the inflation percentage show.

A default value of 2.0% inflation is included for the Cash Flow Tables. This may not be the actual current inflation rate but is a reasonable estimate to begin the long-term planning.

Interest

A default value of 2.0% interest on Contingency Reserve Fund (CRF) is included for the Cash Flow Tables. This may not be the actual rate of interest on the Parish Council's current investments but is a reasonable estimate to begin the long-term planning.

The interest earned on the CRF for each year is based on a **Mid-Year Interest Calculation** in accordance with generally accepted accounting practice. Over the 30-year period, the calculated interest is lower than calculating Simple Interest, therefore it is a more conservative method for calculating interest.

With the Mid-Year Interest Calculation, the interest earned on the CRF is calculated at the middle of the fiscal year assuming that half the expenses have been taken out of the CRF and half the annual contribution has been deposited into the CRF. Therefore, Interest is calculated as follows:

$$Interest = InterestRate \times (StartingBalance - \frac{Expenses}{2} + \frac{AnnualContribution}{2})$$

Starting Balance

MHnS requested information regarding a hypothetical starting balance for a Contingency Reserve Fund as of 2024, and the following values were provided:

The Church Building and Surrounding Site Elements – $100,000.00

The Hall Building and Surrounding Site Elements - $100,000.00

Contributions

MHnS requested information regarding a hypothetical annual contribution amount to the Contingency Reserve Fund for 2024, and the following values were provided:

The Church Building - $15,000.00

The Hall Building - $0.00

Since no hypothetical annual contribution amount for the Hall was provided, the following values were used in the funding scenarios:

Scenario 1 – $5,000.00

Scenario 2 – $20,000.00

Scenario 3 – $20,000.00

Future annual contributions are calculated based on the estimates of life expectancy and opinions of probable cost, Minimum CRF Balance, and the assumptions for inflation and interest. Sample annual contributions that would result in an adequate CRF are indicated in the attached Cash Flow Scenarios.

When large expenses are anticipated in the near future and the existing CRF Balance is relatively low, increases to the annual contribution may not be sufficient. Increasing the annual contribution to an amount that can accommodate the major expenses is typically not considered a suitable funding plan since the CRF Balance often becomes relatively high for the remainder of the study period.

In such cases, Other Contributions are considered in the Cash Flow Plans. These contributions can be in the form of ‘special assessments’ (not specifically special assessments, as The Church and Hall are not a Strata) or surplus funds (i.e., transferred from Operating Budgets or Contingency Funds).

Minimum Contingency Reserve Fund Balance

A minimum Contingency Reserve Fund (CRF) balance maintained during the 30-year study period helps cover unexpected expenditures without requiring calls for funds from other sources. A minimum value was not provided as such the funding scenarios included do not have specific minimum balances maintained over the 30-year study period, however, they are calculated to remain positive (i.e., not fall below $0).

Timing of Studies

The Contingency Reserve Fund Study is a dynamic document that will change over time as repairs/replacements are carried out and interest/inflation rates change. The repairs and replacements we have forecasted do not represent a fixed schedule for replacements; repairs or replacements may be required sooner or later than we have anticipated. Similarly, the opinions of probable cost we have presented can vary due to a number of reasons including changing market conditions, availability of newer materials and systems, and increased or decreased scope of work than we have identified. As such, regular updates are recommended to re-assess your needs.

GLOSSARY OF BUILDING TERMS

The following is a list of terms and abbreviations which may have been used in the report produced for the noted project. All of the terms and abbreviations used are standard within the industry, but the glossary may be of some aid for those not familiar with construction terms.

Air Barrier	Refers to a combination of materials and components, including joints, that control the flow of air through an assembly, limiting the potential for heat loss and condensation due to air movement.
Air Leakage	Refers to airflow through a space like a wall or roof assembly. The outward leakage of air is known as exfiltration and the inward leakage is known as infiltration. Exfiltration of warm, humid interior air will carry water vapour into the assembly which may condense if it contacts a cool enough surface.
Ampere (A)	The unit of measurement of electric current. The greater the amperage, the larger the size of the conductor required to carry the current.
Annunciator Panel	A lighted panel that provides information about the location of an activated fire alarm in a building, typically located near the main entrance of a building.
Backflow Preventer	A device used in plumbing systems to prevent potentially contaminated water from moving back into the clean water supply.
Balcony	Refers to a horizontal surface exposed to the outdoors, projected from the building so that it is not located over a living space.
Base Coat	Refers to the initial wet state material, either factory or field-mixed, used to encapsulate the reinforcing mesh (e.g., in liquid applied balcony waterproofing or in EIFS applications).
Bitumen	The term covering numerous mixtures of hydrocarbons such as those found in asphalt and mineral pitch.
Building Envelope	Refers to those elements of the building that separate inside conditioned space from outside unconditioned space, and includes walls, windows, doors, roofs, balcony decks (over occupied living space) and foundations. Sometimes referred to as “building enclosure” or an “environmental separator” in building codes.
Building Paper	Refers to a breather-type asphalt sheathing paper which is rated in minutes (15, 30 or 60), based on preventing water flow through it for number of minutes in accordance with a standard test.
Built-Up Roof (BUR)	Refers to a waterproof system constructed of multiple felt layers mopped down with hot bitumen.
Capillary Break	Refers to the gap between parallel layers of material sufficient to break the surface tension of water, which is typically a minimum of 10 mm (⅜").
Caulking	Material with widely different chemical compositions used to make a seam or joint air-tight or watertight.
Closed Circuit Television (CCTV)	A video camera system that transmits video images to specific monitors as opposed to broadcasting the signal over air waves. Typically used in security applications.
CFM	Cubic feet per minute, the common unit of air flow measurement.

Cladding	Refers to a material or assembly that forms the exterior skin of the wall and is exposed to the full force of the environment. Cladding types include: stucco, EIFS, metal panels, brick/stone veneer, wood siding, and vinyl siding.
Condenser	A device used to remove heat from refrigerating equipment by circulating hot refrigerant gas through coils in the unit and blowing outdoor air across the coils with a fan. Cooling the gas causes it to condense back into a liquid.
Cooling Tower	A device used to cool condenser water in a chiller by evaporation. Condenser water is sprayed into the top of the cooling tower. The droplets fall through the tower as air is blown upward through the tower, partly evaporating the droplets, which cools the remaining water. Water leaving the cooling tower is typically 10 degrees cooler than when it entered.
Deck	Refers to a horizontal surface exposed to the outdoors, located over a living space, and intended for moderate use but not for access to other areas of the building.
Delamination	Refers to a separation along a plane parallel to the surface.
Dew Point	Refers to the temperature at which air containing a constant amount of water vapour reaches the saturation point. As the temperature decreases, it has a lower capacity to contain moisture. Condensation can occur at or below the dew point temperature.
Direct Expansion	A refrigeration method in which an air-cooling coil contains refrigerant rather than a secondary coolant glycol or brine.
Drained Cavity or Rainscreen Cavity	Refers to a design strategy whereby a positive drainage plane is created immediately behind the exterior cladding material, sufficient in width to break the surface tension of water, and to allow incidental water entering the wall system to drain by gravity with the aid of flashings and membranes.
Drip Edge	Refers to a projection detailed to direct water run-off away from wall, window, balcony or roofing element.
Efflorescence	Refers to the dissolved salts in the material (such as concrete or brick) being transported by water and redeposited on the surface after evaporation.
Exterior Insulated Finish System (EIFS)	Refers a cladding system that generally consists of layers of rigid insulation adhered or fastened to the substrate and finished with thin coats (lamina) of reinforced cementitious material and a finish coat of acrylic stucco.
Ethylene Propylene Diene Monomer (EPDM)	Refers to a waterproofing sheet membrane made of vulcanized rubber. These membranes, usually single-ply applications, may be installed fully bonded to the substrate with an adhesive, or may be “loose-laid” with only the laps and terminations of the membranes adhered.
Exhaust Air	Air mechanically removed from a building to reduce the concentration of moisture, cooking odours, and other contaminants from the building.
Face-seal	Refers to a building envelope strategy where the performance of the exterior wall is dependent on the ability of the exterior surface of the cladding, windows and associated sealant to shed water and prevent its infiltration. This system cannot accommodate water that penetrates past the exterior face since a positive drainage path and/or additional continuous barrier to water penetration are not provided.

Fan Coil Unit	A device consisting of a fan and water coil that can heat an area by circulating hot water through the coil and cool by circulating chilled water through the coil.
Fibre Saturation (of wood)	Refers to the point where the cell walls are fully swollen but the cells are otherwise empty of liquid water, also known as the *fibre saturation point.*
Finish Coat	Refers to the final wet state material, which provides colour and texture, applied over the reinforced base coat.
Fire Detector	A fire alarm system component which senses the presence of a possible fire through the presence of smoke particles or heat (i.e. smoke detector, heat detector).
Fishmouth	Refers to a deficiency in the installation of waterproofing membranes (roofing, self-adhering membranes, etc.) which results in a fold in the edge of the membrane, through which water can penetrate.
Flashing	Refers to sheet metal or other material used in roof or wall construction and designed to shed water (typically sloped outwards, with a drip edge to shed water). Used in conjunction with: • *Cap* or *parapet flashing:* top of wall, pier, column or chimney. • *Saddle flashing:* an upturn, sloping transition piece between a horizontal and vertical plane, e.g., balcony cap and wall intersection. • *Head/sill flashing:* at head or sill of window opening or other penetration. • *Base flashing:* at bottom edge of wall surface. • *Cross cavity (*or *through-wall flashing in masonry application):* a flashing which sheds water from the moisture barrier plane to the exterior, through the cladding.
Glazing	A generic term for the transparent, or sometimes translucent, material in a window or door. Often, but not always, glass.
Glazing Bead	A molding or stop around the inside of a frame to hold the glass in place.
Glazing Unit	The part of a window which includes more than one glazing layer sealed around the outside edge to prevent air or moisture from entering the airspace and eliminating dirt and condensation between glazings.
Gum Lip	Refers to a method of sealing a flashing to a wall surface whereby the top edge of the flashing is bent outwards to form a caulk-filled cavity (typically at the termination of a waterproofing membrane).
Heat Exchanger	A device used to heat a fluid or gas with another fluid or gas without the two streams coming in direct contact with each other and mixing. For example, a radiator heats air using hot water. The air and water circulate through the heat exchanger (the radiator) but do are prevented from coming in contact with each other by the radiator.
Heat Pump	A mechanical device designed to provide both winter heating and summer cooling.
High Intensity Discharge (HID)	A generic term for mercury, vapour, metal halide and high pressure sodium light fixtures. Light in these fixtures is produced by an electric arc between two electrodes.
House Panelboard	A panelboard which supplies power to common area loads.

Housewrap	Refers to a sheet plastic material which is used as a sheathing paper, generally between the wall sheathing material and the exterior cladding. Although recognized as a proprietary term, in this report *housewrap* is used to represent a generic group of materials. One common type of housewrap consists of spun-bonded Polyolefin (SBPO), another is made of perforated polyethylene. Their resistance to liquid water is high, but resistance to water vapour is lower than many common “vapour barrier” materials.
Hydronic Heating	A means of heating a space through the use of hot water circulated through heating coils or a radiator in the space.
Initiating Device	A fire alarm system component which initiates a fire alarm (i.e., pull station).
Inverted Roof	Where the roof membrane is located below the insulation and ballast (also Protected Membrane Roof).
Joist	One of several parallel, horizontal and relatively closely spaced concrete, wood or steel members directly supporting a floor or roof slab or deck.
kVA	Kilo-Volt-Ampere, the unit used to measure apparent power. This is what is charged by the utility.
kW	Kilowatt, the unit used to measure real power. This is power that is actually used by the customer.
Lintel	A horizontal structural support above an opening in a wall.
Maintenance	Refers to a regular process of inspection, cleaning and making minor repairs of envelope elements and exterior systems such as roof, walls, windows, gutters, downspouts and drains. Cleaning is for normal activities for those items as required on a regular basis, such as leaves from gutters and drains in the fall and cleaning lint from dryer vents. Minor repairs are for small projects for reinstating failed elements such as areas of cracked caulking or peeling paint.
Makeup Air	Fresh, outdoor air that is mechanically introduced to a building to make up for the air removed from buildings by exhaust systems.
Moisture Content (MC)	Refers to the weight of water contained in the wood, expressed as a percentage of the weight of oven-dry wood. The term “oven-dry” indicates there is no moisture in the cell fibres or the cell cavities.
Movement Joint or Control Joint	Refers to a continuous joint in a structure, cladding or other element which allows differential movement of portions of the building structure (expansion joint), or prevents or localizes cracking of brittle materials, such as stucco, concrete or masonry, where movement needs to be controlled (control joint).
Panelboard	A component of an electrical distribution system which divides an electrical power feed into subsidiary circuits, while providing a protective fuse or circuit breaker for each circuit all contained in a common enclosure.
Penetration	Refers to an element protruding or passing through a wall, roof, deck or balcony such as a pipe, conduit, duct, wire, vent, window, door, structural anchor, etc. and requires consideration during design and construction to ensure all critical barriers (air, vapour, moisture) are maintained around the penetrating element in the building envelope.

Punch Window	Refers to the architectural style of the window being expressed as a single "punched" opening surrounded by the cladding material, as opposed to being arranged in vertical or horizontal strips of several window units.
Relative Humidity	Refers to the ratio (expressed as a percentage) of the amount of moisture within the air to the maximum amount of moisture that the air could possibly contain for a given temperature.
Renewals/ Replacement	Refers to the replacement of all aged or worn elements of a facility and are typically for components with life cycles in excess of one year. Renewal costs are generally large, occur infrequently and primarily form the basis for a Contingency Reserve Fund. A Contingency Reserve Fund is required for the major repair and replacement of common elements and assets of the Owner/Operators. The amounts to be contributed to the Fund are calculated on the basis of life expectancy and expected repair and replacement costs.
Retaining Wall	A wall constructed to hold back earth, water or other backfill.
Riser	Pipes or ductwork used to transport water, effluent, air, or service cables vertically through a multi-story building for distribution of services.
Roof Structural Deck	An elevated platform consisting of a variety of materials such as wood planks or metal pans, often supported by structural joists, beams and columns made of steel or wood, all structurally designed to support loads such as a roofing system.
Saddle	Refers to the transition of small horizontal surfaces, such as the top of a balcony guardrail or parapet wall, with a vertical surface, such as a wall.
Scaling	A degradation of the surface of a concrete element, consisting of local flaking or peeling away of the near-to-surface sand and cement portion of hardened concrete or mortar.
Scupper	Refers to a metal pipe or trough section creating a drainage overflow from a roof or balcony to a downpipe or to a surface below.
Sealant	A flexible material used on the inside (or outside) of a building to seal gaps in the building envelope in order to prevent uncontrolled air infiltration and exfiltration.
Sealed Units	Two pieces (lites) of glass sealed around the perimeter, increasing the thermal resistance of the window.
Shear Wall	A wall that resists horizontal forces applied in the plane of the wall, usually due to wind or seismic effects (also Flexural Wall).
Sheathing	Refers to a material used to provide structural stiffness to the wall framing and to provide structural backing for the cladding and sheathing paper. Typical materials are Oriented Strand Board (OSB), plywood, or gypsum board.
Sheathing Membrane	Refers to a material or combination of materials in an exterior wall whose purpose is to retard penetration of incidental water further into the wall structure once past the cladding. Commonly used materials are building paper or housewrap.
Signaling Device	A fire alarm system component which visually or audibly alarms (i.e., bell, strobe).
Slab-on-Grade	A concrete floor slab placed directly on compacted fill and deriving its support from this fill (also Slab-on-Ground).

Spall	Refers to a fragment of material, such as concrete or masonry, detached from a larger mass by a physical blow, weather action, internal pressure or efflorescence within the mass (sub-fluorescence).
Stack Effect	Refers to air movement caused by warmer air rising over colder air. Warm interior air in a building is trying to rise over the colder exterior air. The resulting pressure differences in the building can lead to air leakage and imbalanced mechanical ventilation systems.
Strapping	Refers to the use of wood or other material, typically ⅜″ to ¾" in thickness, to form a drainage cavity and act as a capillary break behind the cladding.
Stucco	A finish consisting of cement plaster, used for coating exterior building surfaces.
Surfactant	Refers to an agent (e.g., detergent) that, when mixed with water, breaks the surface tension of water drops, thus enabling easier absorption of water through a material. Without surfactants, water would have a greater tendency to remain as drops on the surface of a given material.
Switchboard	A board or panel equipped with apparatus for controlling the operation of a system of electric circuits.
Symptoms	Refers to visual evidence, such as staining or wetting of surfaces, loss of strength, material delamination or cracking, peeling paint, debonded coatings, etc., which suggests a performance problem within the exterior envelope of a building.
Terminal Board	An insulating base on which terminals for wires or cables have been mounted.
Thermal Bridge	Refers to a material with higher thermal conductivity transferring heat through an assembly with lower thermal conductivity. For example, a stud in a wall will transfer more heat that the surrounding insulation, reducing the overall insulative value of the system.
Thermographic Scanning	Also known as infra-red scanning. A photograph that detects hot spots of electrical equipment or temperature differences at building surfaces.
Uninterruptible Power Supply (UPS)	A power electronic device primarily used as a back-up power source for computers and computer networks to ensure on-going operation in the event of a power failure. Sophisticated units also have power conditioning and power monitoring features.
UV	Refers to ultra-violet radiation (from the sun), which has a degrading effect on many membrane and sealing materials (asphalt based) unless protected by an appropriate shielding layer.
Vapour Barrier	A material or combination of materials having a high resistance to water vapour diffusion, used to separate a high water vapour pressure environment from a low water vapour pressure environment.
Vapour Retarder Barrier	Refers to a material having a high resistance to water vapour diffusion that is located within the assembly to control the flow of vapour and limit the potential for condensation due to diffusion.
Vent	An opening placed in a facing wall or window assembly to promote circulation of air within a cavity behind the facing, usually to encourage drying of the cavity and/or to moderate the pressure across the facing.
Volt (V)	A unit of potential energy equal to the potential difference between two points on a conductor carrying a current of 1 ampere.

Weather Strip	A strip of material placed around an operating window or door to reduce air leaks.
Weephole	Refers to an opening placed in a wall or window assembly to permit the escape of liquid water from within the assembly. Weepholes can also act as vents.
Weeping Tiles	Drainage pipes placed at the base of foundation walls.
Window	Refers to a manufactured assembly of a frame, sash, glazing and necessary hardware, made to fit an opening in a wall. • *Window sill*: horizontal member at the base of a window opening. • *Window head*: horizontal member at the top of a window opening. • *Window jamb*: either of the vertical members at the sides of a window opening. • *Mullion*: vertical member between glazed units. • *Rail:* horizontal member between glazed units. • *Glazing:* The glass portion of the window. • *IGU:* Insulated Glazing Unit. Double or triple panes of glass sealed together to provide insulation value. The still gas between the panes acts as the insulation. • *Condensation track*: a channel at the interior sill level of the window intended to intercept small amounts of water condensing on the interior surface of the glass.

APPENDIX C:
FUNDING SCENARIOS – THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS

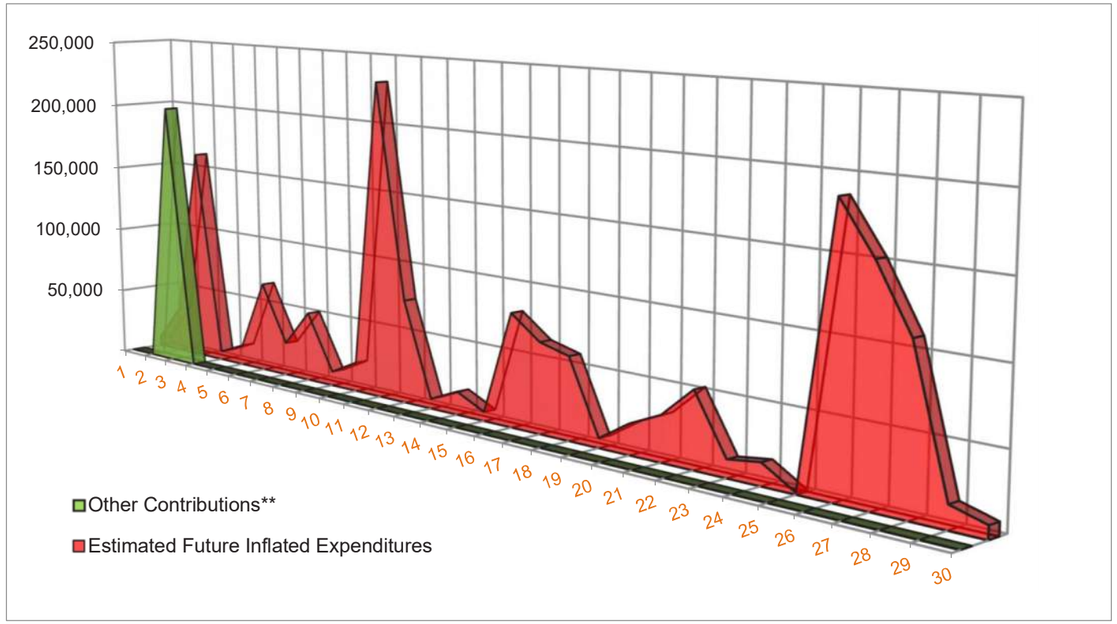
Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Church Building and Surrounding Site Elements)

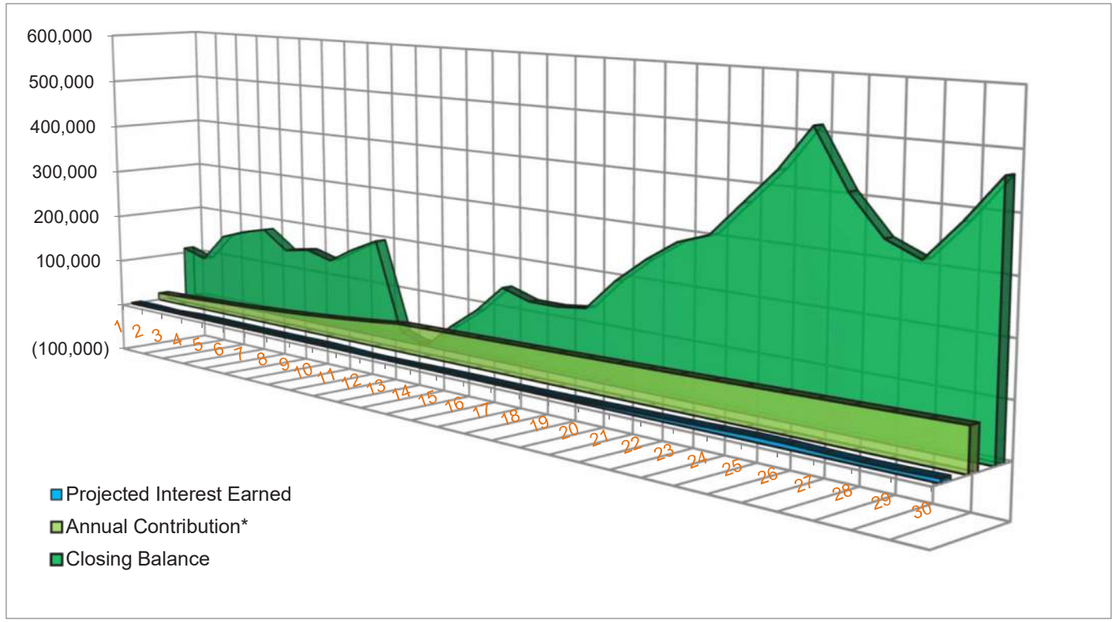
30 Year Reserve Fund Cash Flow Table
Scenario 1 - Final - November 15, 2024
THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS

Assumed Interest Rate	2.0%
Assumed Inflation Rate	2.0%
Reserve Fund Balance at Start of July 2024	$100,000.00
Present Annual Contribution to the Reserve Fund	$15,000.00
Minimum Reserve Fund Balance	$0.00

Fiscal Year Ending In	Report Year	Opening Balance	Annual Contribution*	Percent Increase over Previous Year	Other Contributions**	Estimated Future Inflated Expenditures	Projected Interest Earned	Closing Balance
2024	1	100,000	15,000			7,000	2,080	110,080
2025	2	110,080	16,902	12.7%		34,170	2,029	94,841
2026	3	94,841	19,046	12.7%	200,000	161,782	469	152,574
2027	4	152,574	21,461	12.7%		6,367	3,202	170,870
2028	5	170,870	24,183	12.7%		15,154	3,508	183,407
2029	6	183,407	27,249	12.7%		67,349	3,267	146,574
2030	7	146,574	30,705	12.7%		24,776	2,991	155,495
2031	8	155,495	34,599	12.7%		51,691	2,939	141,342
2032	9	141,342	38,987	12.7%		10,545	3,111	172,895
2033	**10**	172,895	43,931	12.7%		21,512	3,682	198,996
2034	11	198,996	49,502	12.7%		231,203	2,163	19,459
2035	12	19,459	55,780	12.7%		75,431	193	(0)
2036	13	(0)	56,895	2.0%		7,187	497	50,206
2037	14	50,206	58,033	2.0%		16,817	1,416	92,839
2038	15	92,839	59,194	2.0%		6,597	2,383	147,818
2039	16	147,818	60,378	2.0%		80,752	2,753	130,196
2040	17	130,196	61,585	2.0%		64,246	2,577	130,113
2041	18	130,113	62,817	2.0%		58,530	2,645	137,045
2042	19	137,045	64,074	2.0%		6,856	3,313	197,576
2043	**20**	197,576	65,355	2.0%		21,561	4,389	245,760
2044	21	245,760	66,662	2.0%		31,898	5,263	285,786
2045	22	285,786	67,995	2.0%		52,998	5,866	306,649
2046	23	306,649	69,355	2.0%		12,316	6,703	370,392
2047	24	370,392	70,742	2.0%		15,454	7,961	433,641
2048	25	433,641	72,157	2.0%		1,287	9,382	513,893
2049	26	513,893	73,600	2.0%		186,701	9,147	409,939
2050	27	409,939	75,072	2.0%		152,281	7,427	340,157
2051	28	340,157	76,574	2.0%		109,241	6,476	313,967
2052	29	313,967	78,105	2.0%		15,669	6,904	383,307
2053	**30**	383,307	79,667	2.0%		8,879	8,374	462,469

* The term "Annual Contribution" refers to the amount contributed each year to the reserve fund from the monthly expenses.





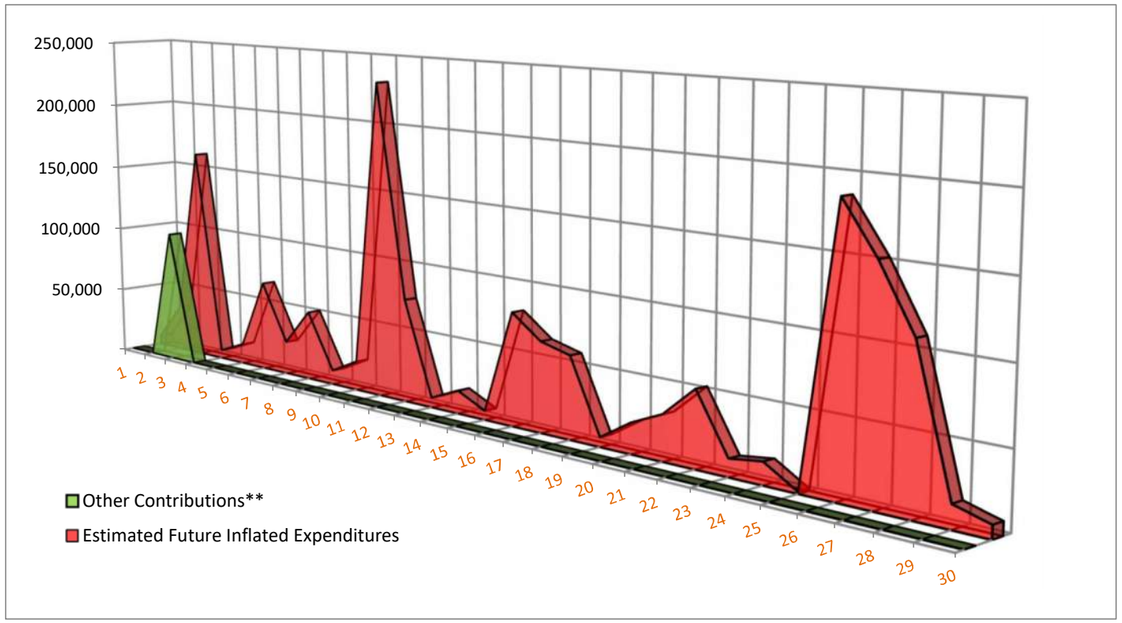
Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Church Building and Surrounding Site Elements)

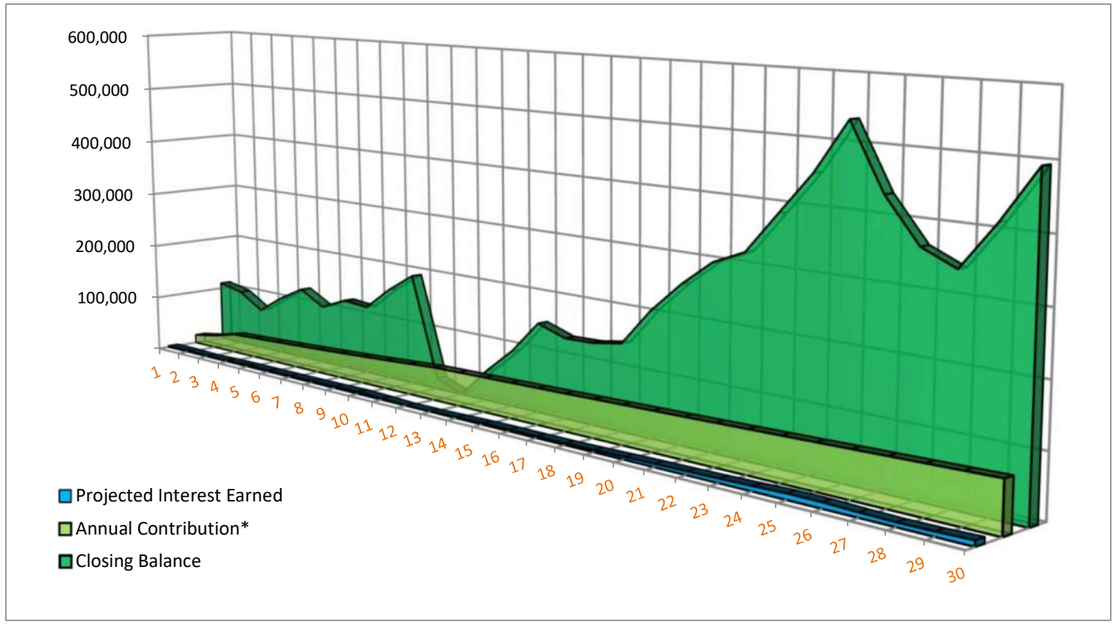
30 Year Reserve Fund Cash Flow Table
Scenario 2 - Final - November 15, 2024
THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS

Assumed Interest Rate	2.0%
Assumed Inflation Rate	2.0%
Reserve Fund Balance at Start of July 2024	$100,000.00
Present Annual Contribution to the Reserve Fund	$15,000.00
Minimum Reserve Fund Balance	$0.00

Fiscal Year Ending In	Report Year	Opening Balance	Annual Contribution*	Percent Increase over Previous Year	Other Contributions**	Estimated Future Inflated Expenditures	Projected Interest Earned	Closing Balance
2024	1	100,000	15,000			7,000	2,080	110,080
2025	2	110,080	22,500	50.0%		34,170	2,085	100,495
2026	3	100,495	33,750	50.0%	100,000	161,782	730	73,192
2027	4	73,192	35,776	6.0%		6,367	1,758	104,359
2028	5	104,359	37,924	6.0%		15,154	2,315	129,444
2029	6	129,444	40,201	6.0%		67,349	2,317	104,613
2030	7	104,613	42,614	6.0%		24,776	2,271	124,722
2031	8	124,722	45,173	6.0%		51,691	2,429	120,633
2032	9	120,633	47,884	6.0%		10,545	2,786	160,759
2033	**10**	160,759	50,759	6.0%		21,512	3,508	193,514
2034	11	193,514	53,806	6.0%		231,203	2,096	18,214
2035	12	18,214	57,037	6.0%		75,431	180	0
2036	13	0	58,177	2.0%		7,187	510	51,501
2037	14	51,501	59,341	2.0%		16,817	1,455	95,480
2038	15	95,480	60,528	2.0%		6,597	2,449	151,859
2039	16	151,859	61,738	2.0%		80,752	2,847	135,693
2040	17	135,693	62,973	2.0%		64,246	2,701	137,121
2041	18	137,121	64,233	2.0%		58,530	2,799	145,623
2042	19	145,623	65,517	2.0%		6,856	3,499	207,784
2043	**20**	207,784	66,828	2.0%		21,561	4,608	257,659
2044	21	257,659	68,164	2.0%		31,898	5,516	299,440
2045	22	299,440	69,527	2.0%		52,998	6,154	322,124
2046	23	322,124	70,918	2.0%		12,316	7,029	387,754
2047	24	387,754	72,336	2.0%		15,454	8,324	452,961
2048	25	452,961	73,783	2.0%		1,287	9,784	535,242
2049	26	535,242	75,259	2.0%		186,701	9,590	433,390
2050	27	433,390	76,764	2.0%		152,281	7,913	365,785
2051	28	365,785	78,299	2.0%		109,241	7,006	341,850
2052	29	341,850	79,865	2.0%		15,669	7,479	413,525
2053	**30**	413,525	81,463	2.0%		8,879	8,996	495,105

* The term "Annual Contribution" refers to the amount contributed each year to the reserve fund from the monthly expenses.





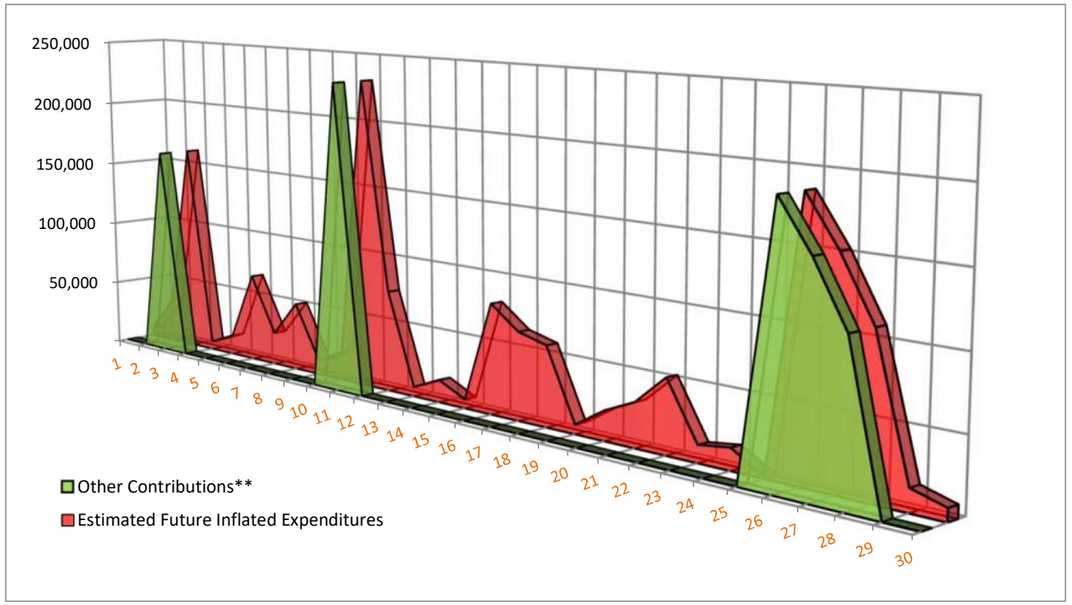
Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Church Building and Surrounding Site Elements)

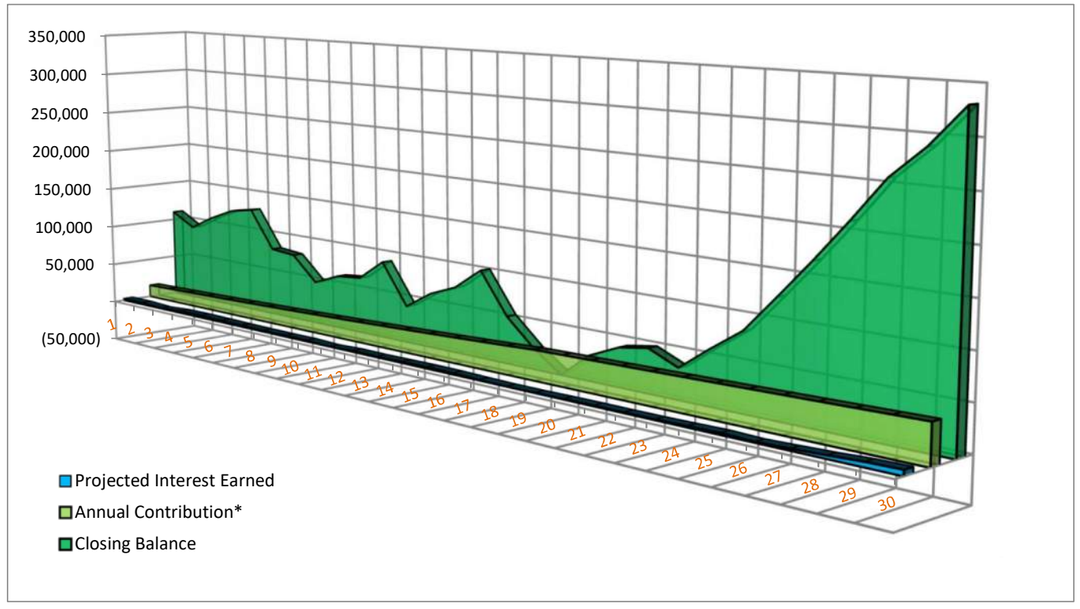
30 Year Reserve Fund Cash Flow Table
Scenario 3 - Final - November 15, 2024
THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS

Assumed Interest Rate	2.0%
Assumed Inflation Rate	2.0%
Reserve Fund Balance at Start of July 2024	$100,000.00
Present Annual Contribution to the Reserve Fund	$15,000.00
Minimum Reserve Fund Balance	$0.00

Fiscal Year Ending In	Report Year	Opening Balance	Annual Contribution*	Percent Increase over Previous Year	Other Contributions**	Estimated Future Inflated Expenditures	Projected Interest Earned	Closing Balance
2024	1	100,000	15,000			7,000	2,080	110,080
2025	2	110,080	15,754	5.0%		34,170	2,017	93,682
2026	3	93,682	16,547	5.0%	161,782	161,782	421	110,650
2027	4	110,650	17,379	5.0%		6,367	2,323	123,985
2028	5	123,985	18,253	5.0%		15,154	2,511	129,595
2029	6	129,595	19,171	5.0%		67,349	2,110	83,527
2030	7	83,527	20,135	5.0%		24,776	1,624	80,511
2031	8	80,511	21,148	5.0%		51,691	1,305	51,273
2032	9	51,273	22,212	5.0%		10,545	1,142	64,082
2033	**10**	64,082	23,329	5.0%		21,512	1,300	67,199
2034	11	67,199	24,502	5.0%	231,203	231,203		91,702
2035	12	91,702	25,735	5.0%		75,431	1,337	43,342
2036	13	43,342	27,029	5.0%		7,187	1,065	64,250
2037	14	64,250	28,389	5.0%		16,817	1,401	77,222
2038	15	77,222	29,816	5.0%		6,597	1,777	102,218
2039	16	102,218	31,316	5.0%		80,752	1,550	54,332
2040	17	54,332	32,891	5.0%		64,246	773	23,750
2041	18	23,750	34,545	5.0%		58,530	235	(0)
2042	19	(0)	35,236	2.0%		6,856	284	28,664
2043	**20**	28,664	35,941	2.0%		21,561	717	43,762
2044	21	43,762	36,660	2.0%		31,898	923	49,446
2045	22	49,446	37,393	2.0%		52,998	833	34,674
2046	23	34,674	38,141	2.0%		12,316	952	61,450
2047	24	61,450	38,904	2.0%		15,454	1,464	86,364
2048	25	86,364	39,682	2.0%		1,287	2,111	126,870
2049	26	126,870	40,475	2.0%	186,701	186,701	1,075	168,421
2050	27	168,421	41,285	2.0%	152,281	152,281	2,258	211,964
2051	28	211,964	42,111	2.0%	109,241	109,241	3,568	257,643
2052	29	257,643	42,953	2.0%		15,669	5,426	290,352
2053	**30**	290,352	43,812	2.0%		8,879	6,156	331,441

* The term "Annual Contribution" refers to the amount contributed each year to the reserve fund from the monthly expenses.





Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Church Building and Surrounding Site Elements)

Summary of Funding Scenarios - The Church Building and Surrounding Site Elements
Final - November 15, 2024

Current Fiscal Year: 2024
January 1, 2024 to December 31, 2024

Number of Units
1

Scenario 1

Minimum Balance $0.00
In Year 2035

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$15,000.00	$16,902.25	$19,045.74	$21,461.06	$24,182.68	$27,249.44
Percent Increase per Year		12.7%	12.7%	12.7%	12.7%	12.7%
Average Increase per Year		$1,902.25	$2,143.49	$2,415.32	$2,721.62	$3,066.77
Average Monthly Contribution	$1,250.00	$1,408.52	$1,587.14	$1,788.42	$2,015.22	$2,270.79
Total 'Other Contributions' for the Capital Plan Timeline**	$200,000.00		in 2026			

Scenario 2

Minimum Balance $0.00
In Year 2035

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$15,000.00	$22,500.00	$33,750.00	$35,776.17	$37,923.99	$40,200.74
Percent Increase per Year		50.0%	50.0%	6.0%	6.0%	6.0%
Average Increase per Year		$7,500.00	$11,250.00	$2,026.17	$2,147.81	$2,276.76
Average Monthly Contribution	$1,250.00	$1,875.00	$2,812.50	$2,981.35	$3,160.33	$3,350.06
Total 'Other Contributions' for the Capital Plan Timeline**	$100,000.00		in 2026			

Scenario 3

Minimum Balance $0.00
In Year 2041

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$15,000.00	$15,754.44	$16,546.82	$17,379.06	$18,253.16	$19,171.22
Percent Increase per Year		5.0%	5.0%	5.0%	5.0%	5.0%
Average Increase per Year		$754.44	$792.38	$832.24	$874.10	$918.06
Average Monthly Contribution	$1,250.00	$1,312.87	$1,378.90	$1,448.26	$1,521.10	$1,597.60
Total 'Other Contributions' for the Capital Plan Timeline**	$841,207.55		spread over 2026, 2034, 2049, 2050, and 2051			

*Annual Reserve Fund Contribution refers to the amount contributed each year to the Reserve Fund from the monthly common expenses, or a combination of Monthly Contribution plus Operating Budget surplus.

** Total 'Other Contributions' for the Capital Plan Timeline refers to other contributed amounts or surplus funds transferred from other sources (i.e., operating budget or contingency fund).

APPENDIX D:
CONDITION ASSESSMENT AND CAPITAL PLAN – THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS

CRFS Year
2024

Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Church Building and Surrounding Site Elements)
Final - November 15, 2024

COMPONENT			CONDITION ASSESSMENT			RECOMMENDATION			LIFECYCLE DATA				PROB COST	
Item #	ID (Photo Reference)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
STRUCTURE														
Substructure														
1	A10 00 00.01	Foundations / Below-Grade	The foundation and foundation walls are cast-in-place concrete. Generally the exterior sides of the foundation walls are not visible for review, with exception of some sections at base of walls above-grade, where there is bare or painted concrete. The interior sides of the foundation walls are also generally not visible for review, due to interior finishes, however, there are isolated areas where they can be seen - such as in a crawl space area accessed through a hatch in the prayer room. Observations and/or Provided Information: - There is exposed self-adhered membrane over the foundation wall, at the Narthex near the west side of the building. - No major settlement or heaving at the foundations reported or observed. - No water ingress through the foundation wall reported. - Foundation of the original Church building installed circa 1951. - Foundation of the installed circa 2015.	Good	1951	The foundation and foundation walls are expected to last the life of the building with no anticipated major capital expenditures. Isolated repairs will likely be required on an as-needed basis (see item below).	Not Applicable	Not Applicable	73	100	100		N	
2	A10 00 00.02	Foundations - Repairs / Below-Grade		Not Applicable	N/A	Complete localized repairs at the foundation walls, potentially including exterior damp/waterproofing, as needed to address water ingress or other concerns. The section of exposed self-adhered membrane at the Narthex's foundation wall, near the west side of the building, should be protected (i.e., with metal counterflashing) during the first iteration of work.	Repair Allowance	2 - Restore Functionality	N/A	10	1	1	Y	$5,000
Superstructure														
3	B10 00 00.00	Building Frame / Upper Floors	The superstructure of the building consists of wood-framed construction. The majority of the superstructure is concealed by cladding and interior finishes. Observations and/or Provided Information: - No excessive deflection cracking, or other evidence of structural distress reported or observed.	Not Reviewed	1951	Interior protected structural components are expected to last the life of the building. No major capital expenditures are anticipated.	Not Applicable	Not Applicable	73	100	100		N	
BUILDING ENVELOPE														
Exterior Walls														
4	B20 10 01.01	Stucco Cladding - Exterior Walls / Original Church	The majority of the exterior cladding of the original Church building consists of a stucco assembly, apparently installed as a face-sealed system with no secondary drainage plane. There are concrete masonry unit (CMU) pilasters along the north elevation and at some outer corners at the east and west elevations. Observations and/or Provided Information: - Varying degrees of surface staining were observed. - Cracks in the stucco at various locations, measured to be up to approximately 4 mm (~1/8-1/4") wide at the west elevation.	Fair	1951	Full replacement of the stucco cladding at the original Church is not included within the study period. If properly maintained/repaired (see item below), the stucco cladding may perform as intended for an extended period of time.	Replacement	3 - Future Renewal	73	100	100		N	
5	B20 10 01.02	Stucco Cladding - Recoat and Repair / Exterior Walls / Original Church		Not Applicable	N/A	Repair the stucco cladding and concrete masonry unit (CMU) buttresses/piers on an as-needed basis. The stucco cladding may be coated/painted as part of the work. With proper maintenance, the stucco cladding may remain serviceable for an extended period of time.	Repair Allowance	3 - Future Renewal	N/A	15	1	1	Y	$20,000
6	B20 10 01.03	Fiber Cement - Exterior Wall - East Elevation / Original Church	There is horizontal-lapped fiber cement siding installed at the east elevation of the original Church.	Good	2015	Full replacement of the horizontal-lapped fiber cement siding at the original Church is not included within the study period. If properly maintained/repaired (see item below), the horizontal-lapped fiber cement siding may perform as intended for an extended period of time.	Replacement	3 - Future Renewal	9	100	100		N	
7	B20 10 01.04	Fiber Cement - Recoat and Repair / Exterior Wall - East Elevation / Original Church		Not Applicable	N/A	Repair the horizontal-lapped fiber cement siding on an as-needed basis. With proper maintenance, the horizontal-lapped fiber cement siding may remain serviceable for an extended period of time.	Repair Allowance	3 - Future Renewal	N/A	15	1	1	Y	$3,000

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8	B20 10 01.05	Cedar Cladding - Replacement / Narthex	The majority of the cladding on the Narthex addition consists of stained cedar, with the following components (per Narthex Addition Drawings): - Horizontal cedar siding, stained; - 3/4" x 2 1/2" treated plywood battens @ 16" o.c.; - 2 layers of 30 min. building paper; - 1/2 plywood sheathing; - 2" x 6" wood studs @ 16" c.c.; - R-20 batt insulation; - 6 mil poly vapor barrier; - 1/2" plywood @ shear walls; - 5/8" Type X gypsum wallboard, painted. The cladding includes metal flashings at base of wall and at window/door heads/sills where integrated with the cedar siding. Observations and/or Provided Information: - Varying degrees of surface staining/fading; particularly prevalent along the west/north elevation.	Good	2015	Replace the cedar cladding assembly and accessories (i.e., trim, metal flashings) at end of service life. A line item for repainting/recoating and repairs is included below.	Replacement	3 - Future Renewal	9	40	31	2	Y	$76,000
9	B20 10 01.06	Cedar Cladding - Stain and Repair / Exterior Walls / Narthex		Not Applicable	N/A	Stain/Coat and repair the cedar cladding and accessories (i.e., metal flashings) as needed. With proper maintenance, the cedar cladding may remain serviceable for an extended period of time.	Repair Allowance	3 - Future Renewal	N/A	5	1	2	Y	$8,000
10	B20 10 01.07	Stone Cladding - Replacement / Narthex	Sections of cladding near the base of walls on the Narthex addition consists of a stone finish, with the following components (per Narthex Addition Drawings): - Thinstone veneer cladding; - 1/2" cement board; - 3/4" x 2 1/2" treated plywood battens @ 16" o.c.; - 2 layers of 30 min. building paper; - 1/2" plywood sheathing; - 2" x 6" wood studs @ 16 o.c.; - R-20 batt insulation; - 6 mil poly vapor barrier; - 1/2" plywood @ shear walls; - 5/8" Type X gypsum wallboard, painted. The cladding includes metal flashings for thru-wall, base-of-wall, and windows/door head/sill drainage.	Good	2015	Replace the stone cladding assembly and accessories (i.e., metal flashings) at end of service life. A line item for recoating and repairs is included below.	Replacement	3 - Future Renewal	9	60	51	2	Y	$31,000
11	B20 10 01.08	Stone Cladding - Repair / Exterior Walls / Narthex		Not Applicable	N/A	Repair the stone cladding and accessories (i.e., metal flashings) as needed. With proper maintenance, the stone cladding may remain serviceable for an extended period of time.	Repair Allowance	3 - Future Renewal	N/A	15	15	2	Y	$4,000
12	B20 10 08.01	Soffits - Repaint and Repair / Roof Overhangs / Original Church	The soffits are stucco finished at the underside of the roof overhangs on the original Church.	Fair	1951	Repaint and repair the stucco soffits at the underside of roof overhangs on an as needed basis.	Repair Allowance	3 - Future Renewal	73	25	6	2	Y	$5,000
13	B20 10 08.02	Soffits - Restain and Repair / Roof Overhangs / Narthex	There are cedar plank soffits at the underside of the roof overhangs on the Narthex addition.	Good	2015	Restain and repair the cedar plank soffits at the underside of the roof overhangs on an as needed basis. Full replacement of the cedar plank soffits is not anticipated within the study period.	Repair Allowance	3 - Future Renewal	9	25	16	2	Y	$5,000
14	B20 10 11.01	Exterior Sealant / Exterior Walls / Original Church	There are exterior sealant joints around some windows, doors, and dissimilar materials at the exterior walls.	Poor	1951	Replace exterior sealants on an as-needed basis; timed to coincide with exterior wall repainting/repairs. Full replacement is not anticipated during each iteration, as conditions will likely vary depending on exposure conditions.	Repair Allowance	4 - Discretionary Renewal	73	15	1	2	Y	$3,000
15	B20 10 11.02	Exterior Sealant / Exterior Walls / Narthex	There are exterior sealant joints around the windows, doors, and between dissimilar materials at the exterior walls. Observations and/or Provided Information: - No reported concerns related to water ingress around windows/door.	Good	2015	Replace exterior sealants on an as-needed basis; timed to coincide with exterior wall staining/repairs. Full replacement is not anticipated during each iteration, as conditions will likely vary depending on exposure conditions.	Repair Allowance	4 - Discretionary Renewal	9	15	6	2	Y	$3,000

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Windows and Doors														
16	B20 20 01.01	Exterior Windows, Wood-Framed - Replacement / Narthex	There are metal-clad, wood-framed double-glazed windows in the Narthex addition. There are fixed (non-operable) window sections and combination fixed/operable (awning) windows. Observations and/or Provided Information: - No failed/broken insulating glazing units (IGUs) reported or visible. - No issues were reported.	Good	2015	Replace the windows at the Narthex addition at end of service life.	Replacement	3 - Future Renewal	9	35	26	2	Y	$88,000
17	B20 20 01.02	Exterior Windows, Wood-Framed - Repairs / Narthex		Not Applicable	N/A	Replace failed insulating glazing units (IGUs) and damaged at the Narthex addition windows on an as-needed basis leading up to the full replacement project referenced in the line item above. Replacement/Repairs for the weatherstripping and hardware is assumed to be completed as part of the Operating Budget, or other non-Contingency Reserve Fund source.	Repair Allowance	4 - Discretionary Renewal	N/A	35	16	10	Y	$8,000
18	B20 20 01.03	Exterior Windows, Wood-Framed - Replacement / Original Church	There are wood-framed single-pane windows throughout the original Church. The windows are fixed with patterned-glass with the exception being in the downstairs office where there is an operable unit and in the upstairs office where it is flat-glass. Observations and/or Provided Information: - No issues were reported. - Representatives stated that in the winter it can get very cold.	Poor	1951	Replace the wood-framed single pane windows at end of service life / at Parish Council's discretion. Upgraded window assemblies, including insulating glass units (IGUs) instead of single-glazed units, will help improve the energy efficiency of the building and occupant comfort.	Replacement	3 - Future Renewal	73	35	2	1	Y	$107,000
19	B20 20 01.04	Exterior Stained Glass Windows, Aluminum-Framed - Replacement / Original Church	The original Church has wood-framed single-pane stained-glass windows in the choir, chapel, and mezzanine areas of the building. The age of the windows ranges from 1942 to 1991 with some being original and others donated from decommissioned churches. Observations and/or Provided Information: - No issues were reported.	Good	Varies	Replace/Repair the stained-glass windows on an as-needed basis / at Parish Council's discretion. Full replacement of the stained-glass windows is not included within the study period.	Repair Allowance	3 - Future Renewal	N/A	15	15	1	Y	$9,000
20	B20 30 02.00	Glazed Swing Doors - Replacement / Narthex Entrance	There are wood-framed glazed swing doors at the entrance to the Narthex. Observations and/or Provided Information: - No failed/broken IGUs reported or visible. - No issues reported.	Good	2015	Replace the swing doors at the Narthex entrance at end of service life.	Replacement	3 - Future Renewal	9	40	31	1	Y	$15,000
21	B20 30 99.00	Swing Doors - Replacement / Building Entrances	There are wood and metal swing doors for exterior access at the north-west corner and in the rear of the original Church. Observations and/or Provided Information: - No issues reported.	Fair	Varies	Replace the exterior doors for the exterior access at the north-west corner and rear of the original Church, at end of service life. Replacement/Repairs for the weatherstripping and hardware is assumed to be completed as part of the Operating Budget, or other non-Contingency Reserve Fund source.	Replacement	3 - Future Renewal	N/A	50	10	1	Y	$5,000
Roofs														
22	B30 10 01.01	Standing Seam Metal Roof - Replacement / High Slope Roof Coverings	The main high-sloped roof area of the Church is protected with a standing seam metal roof. There are rooftop penetrations for exhaust venting, plumbing stacks, and one brick chimney. The roof areas are drained via eavestroughs and downspouts. Observations and/or Provided Information: - One instance of water ingress was reported a few years ago. Reported to be due to extreme weather conditions, no water ingress has been observed since. - Roof for the Church and Narthex installed/replaced circa 2015.	Good	2015	Replace the standing seam metal roof and accessories (i.e., eavestroughs/downspouts, metal flashings, etc.) at end of service life. Regular maintenance, such as drain cleaning/removing debris, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Contingency Reserve Fund source.	Replacement	3 - Future Renewal	9	50	41	2	Y	$270,000
23	B30 10 01.02	Standing Seam Metal Roof - Repair / High Slope Roof Coverings		Not Applicable	N/A	Repair the standing seam metal roof and accessories on an as needed basis prior to full replacement (i.e., re-sealing rooftop penetrations, targeted repairs for water ingress).	Repair Allowance	4 - Discretionary Renewal	N/A	15	11	1	Y	$12,000

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INTERIOR FINISHES AND EQUIPMENT														
Interior Finishes and Furnishings														
24	C10 20 03.01	Interior Doors - Repairs / Original Church	There are interior doors for the offices, mezzanine, and mechanical closet near the northwest corner of the original Church. Observations and/or Provided Information: - No issues reported.	Good	1951	Repaint/Repair the interior doors on an as-needed bases. The interior doors may last the life of the building if properly maintained.	Repair Allowance	4 - Discretionary Renewal	73	15	6	1	Y	$1,000
25	C10 20 03.02	Interior Doors - Repairs / Narthex	There are painted interior doors throughout the Narthex addition. Observations and/or Provided Information: - No issues reported.	Good	2015	Repaint/Repair the interior doors on an as-needed bases. The interior doors may last the life of the building if properly maintained.	Repair Allowance	4 - Discretionary Renewal	9	15	6	1	Y	$2,000
26	C30 00 00.01	Interior Finishes and Furnishings - Hardwood Floor / Original Church	The original church has hardwood flooring in the Sanctuary, Chapel, and Choir. Observations and/or Provided Information: - No issues reported.	Fair	Varies	Refurbish/Update the hardwood flooring at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	Varies	35	10	1	Y	$52,000
27	C30 00 00.02	Interior Finishes and Furnishings - Laminate Floor / Original Church	The original church has laminate flooring in the ground floor office. Observations and/or Provided Information: - No issues reported.	Fair	Varies	Refurbish/Update the laminate flooring at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	Varies	35	10	1	Y	$5,000
28	C30 00 00.03	Interior Finishes and Furnishings - Carpet / Original Church	The original church has carpet flooring in the upstairs office and mezzanine area. Observations and/or Provided Information: - No issues reported.	Fair	Varies	Refurbish/Update the carpet at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	Varies	20	10	1	Y	$4,000
29	C30 00 00.04	Interior Finishes and Furnishings - Paint Walls and Ceiling / Original Church	The original church has painted walls and ceiling in the ground floor office, upstairs office, mezzanine, Sanctuary, Chapel, and Choir. Observations and/or Provided Information: - No issues reported.	Fair	Varies	Update the interior wall and ceiling paint at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	Varies	20	10	1	Y	$38,000
30	C30 00 00.05	Interior Finishes and Furnishings - Furniture and Equipment / Original Church	The original church includes a variety of furniture and equipment in the ground floor office, upstairs office, mezzanine, Sanctuary, Chapel, and Choir. Items included are; desks, tables, chairs, rugs, filling cabinets, book shelfs, sofas, pianos, organ, and computers. Observations and/or Provided Information: - No issues reported. - Organ has been replaced with an electric one.	Fair	Varies	Update the furniture and equipment at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	Varies	10	5	1	Y	$33,000
31	C30 00 00.06	Interior Finishes and Furnishings - Laminate/Vinyl Flooring / Narthex	The Narthex addition has a mix of laminate and vinyl flooring in the Vestry, storage room, Servery, and the main entrance area. Observations and/or Provided Information: - No issues reported.	Good	2015	Update the laminate and vinyl flooring at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	9	35	26	1	Y	$23,000
32	C30 00 00.07	Interior Finishes and Furnishings - Painted Walls / Narthex	The Narthex addition has painted walls in the Vestry, storage room, Servery, and the main entrance area. Observations and/or Provided Information: - No issues reported.	Good	2015	Repaint the walls in the Narthex at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	9	20	11	1	Y	$10,000
33	C30 00 00.08	Interior Finishes and Furnishings - Stained Shiplap Board Ceiling / Narthex	The Narthex addition has a stained shiplap board ceiling in the Vestry, storage room, Servery, and the main entrance area. Observations and/or Provided Information: - No issues reported.	Good	2015	Restain the shiplap board ceiling in the Narthex at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	9	30	21	1	Y	$5,000
34	C30 00 00.09	Interior Finishes and Furnishings - Furniture and Equipment / Narthex	The Narthex addition includes a variety of furniture and equipment in the Vestry, storage room, Servery, and in the main entrance area. Items included are; cabinets, desks, tables, chairs, fridges, kettles, dishwasher, coffee machine, and microwave. Observations and/or Provided Information: - There are plans to expand the kitchen/storage area in the near future.	Good	2015	Update the furniture and equipment at the Parish Council's discretion to maintain aesthetics and address wear/tear. The first iteration of this work is to account for the planned expansion of the kitchen/storage area.	Repair Allowance	4 - Discretionary Renewal	9	15	2	1	Y	$12,000

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MECHANICAL SYSTEMS														
Plumbing Systems														
35	D20 10 00.00	Plumbing Fixtures - Replacement / Common Area Washrooms	There are three (3) washrooms, two (2) on the west side of the Narthex, and one (1) centrally located in the Narthex. Plumbing fixtures: - Five (5) toilets. - Two (2) urinals. - Two (2) his and her ceramic lavatory's in a composite countertop. - One (1) single ceramic lavatory in composite countertop. - Two (2) Horizontal wall mounted baby changing stations. - Three (3) ceiling-recessed exhaust fans.	Good	2015	Replace/Refurbish the plumbing fixtures in the washrooms at end of service life. This work is shown in a single year, however, it will likely be spread over multiple years depending on when individual fixtures require work.	Replacement	3 - Future Renewal	9	20	11	1	Y	$20,000
36	D20 20 00.01	Water Supply and Distribution / Underground and Throughout Building	Water for domestic service is provided by underground piping that runs from the City water main, entering the building through a ground floor mechanical room, accessed through the office at the northwest corner of the building. The domestic water is distributed through copper piping (where visible). Observations and/or Provided Information: - No reported domestic water leaks.	Not Reviewed	1951	The main, below-grade water service lines may last the life of the complex without requiring full replacement. If a repair is required, however, the cost can be very high because of the nature of the work (i.e. the need for excavation to expose the repair area). We recommend that you carry a minimum balance to allow for unforeseen repairs, such as repairs to buried service lines (refer to scenario summary for minimum balance maintained). Refer to the item below for the domestic water distribution within the building.	Not Applicable	Not Applicable	73	100	100		N	
37	D20 20 00.02	Water Supply and Distribution - Repairs / Throughout Building		Not Applicable	No Applicable	Perform repairs/replacement for the domestic water distribution piping and accessories (i.e. valves, pumps, etc.) on an as-needed basis.	Repair Allowance	3 - Future Renewal	N/A	10	5	1	Y	$9,000
38	D20 20 30.00	Boiler - Replacement / Church Boiler Room	There is a natural gas boiler (Lochinvar), with a 280 MBH output, for the hydronic heating system, located in a boiler room on the ground floor of the Church, adjacent to the office space. The system also utilizes: two (2) hydronic expansion tanks, a by-pass feeder, hydro separator, and pressure reducing valve (PRV). Observations and/or Provided Information: - Boiler installed in 2008. - Maintenance logs were last updated in 2023.	Good	2008	Replace the boiler, and relevant components for the hydronic heating system at end of service life.	Replacement	3 - Future Renewal	16	25	9	1	Y	$18,000
39	D20 20 31.01	Electric Water Heater Tank - Replacement / Mechanical Room - Women's Washroom	There is a commercial electric water heater tank for the domestic water system, located in the mechanical room on the ground floor, accessed from the women's washroom; tank information included below: A.O. Smith, Model No. DEN 80 110, 80 U.S. Gal Tank Capacity, 98% Thermal Efficiency Observations and/or Provided Information: - The date of manufacturing was determined from the units serial no.	Good	2013	Replace the domestic hot water heater/tank in the mechanical room on the ground floor, accessed from the women's washroom, at end of service life.	Replacement	3 - Future Renewal	11	15	4	1	Y	$14,000
40	D20 20 31.02	Electric Water Heater Tank - Replacement / Storage Space - Under Stairs	There is a residential electric water heater tank, located in the storage space, underneath the staircase to the upper floor in the Church area; tank information included below: John Wood, Model No. JWC145, 12 U.S. Gal Tank Capacity Observations and/or Provided Information: - The hot water tank did not appear to be in operation.	Poor	1991	No costs have been included in the Capital Plan at this time - pending findings from the assessment regarding its continued need.	Replacement	3 - Future Renewal	33	30	1	1	N	
41	D20 20 99.01	Backflow Preventer - City Water - Replacement / Mechanical Room - Women's Washroom	There is a 2-1/2" Watts - Double Check Valve Assembly backflow preventer for the city water service line. According to its CRD testing tag, the main service backflow preventer was installed in 2015. Observations and/or Provided Information: - Backflow preventer was tested in 2023, but requires annual testing for 2024.	Good	2015	Replace the backflow preventer on the city water service line at end of service life.	Replacement	3 - Future Renewal	9	15	6	1	Y	$6,000
42	D20 20 99.02	Backflow Preventer - Irrigation - Replacement / Mechanical Room - Women's Washroom	There is a 2" Watts - Double Check Valve Assembly backflow preventer for the irrigation system. According to its CRD testing tag, the main service backflow preventer was installed in 2015. Observations and/or Provided Information: - Backflow preventer was tested in 2023.	Good	2015	Replace the backflow preventer on the city water service line at end of service life.	Replacement	3 - Future Renewal	9	15	6	1	Y	$5,000
43	D20 20 99.03	Backflow Preventer - Boiler Feed - Replacement / Church Boiler Room	There is a 3/4" Watts - Reduced Pressure Backflow Assembly for the boiler feed system. According to its CRD testing tag, the main service backflow preventer was installed in 2022. Observations and/or Provided Information: - Backflow preventer was tested in 2024.	Good	2022	Replace the backflow preventer on the city water service line at end of service life.	Replacement	3 - Future Renewal	2	15	13	1	Y	$3,000

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Drainage Systems														
44	D20 30 00.01	Sanitary and Storm / Underground Lines	Sanitary effluent is carried from building plumbing fixtures to an outgoing sanitary drain line via interior piping. The majority of the interior piping is concealed by interior finishes. The main roof stormwater is discharged by area drains, and carried to an outgoing stormwater drain line. There is below-grade, perimeter drainage around the building. Sanitary and stormwater outflow from the complex is carried by underground piping (where connected) and accepted by City lines. These buried lines were not visible for review.	Not Reviewed	1951	The buried sanitary/storm lines may last the life of the complex without major repairs. However, if a repair or replacement is required the cost is typically very high given the need for excavation/access and for replacement of overburden and/or finishes. We recommend that you carry a minimum balance in the Contingency Reserve Fund (as opposed to including a specific amount in this line item) to allow for unforeseen repairs, such as repairs to buried service lines. Refer to Scenario Summary for minimum balance maintained. To help avoid major concerns, we have included regular scoping and flushing (see below).	Not Applicable	Not Applicable	73	100	100		N	
45	D20 30 00.02	Sanitary and Storm - Camera Scope and Flush / Underground Lines	Observations and/or Provided Information: - No issues were reported.	Not Applicable	Not Applicable	Camera scope and power flush the main buried sanitary and storm drain lines, and perimeter drainage every five years or so. Scoping allows for pipe conditions to be monitored. Flushing helps to clear and prevent blockage and helps to achieve a long service life. The cost is only for the camera scope and power flush, as the scope of work for repairs (if needed) will be highly variable depending on the findings.	Contingency	4 - Discretionary Renewal	N/A	5	3	1	Y	$4,000
HVAC														
Air, Heating, and Exhaust Systems - Supply and Distribution														
46	D30 40 08.00	Air Handling Unit - Replacement / Upstairs Office, Storage Space - Under Sloped Roof	There is an indoor, packaged duct blower unit, providing fresh air for some spaces of the building via ducts and grilles. Observations and/or Provided Information: - The nameplate was not visible, and performance metrics were assumed, based on the units function.	Fair	Unknown	Refurbish/Replace the indoor air handling unit at end of service life. Perform regular maintenance, such as replacing filters and belts, and lubricating bearings, covered out of the Operating Budget or other non-Contingency Reserve Fund source.	Replacement	3 - Future Renewal	N/A	25	13	1	Y	$6,000
47	D30 50 06.02	Hydronic Baseboard Heaters - Replacement / Original Church	There are hydronic baseboard heaters installed in the Original Church section, and isolated locations throughout the ground floor office space. Observations and/or Provided Information: - The hydronic baseboard heaters along the south-west wall of the Original Church section were capped off during the 2015 Narthex addition and are now non-functioning. - Hydronic baseboard heaters along the north-east wall of the Original Church were left untouched during the 2015 Narthex addition, and remain functional.	Not Applicable	1951	Demolish and replace non-functioning hydronic heating baseboards with electric baseboards of equivalent heating capacity. This line item does not include replacement for the functional hydronic baseboard heaters along the north-east wall of the Church.	Replacement	2 - Restore Functionality	73	30	2	1	Y	$10,000
ELECTRICAL SYSTEMS														
Main Electrical Equipment														
48	D50 10 03.01	Main Distribution Equipment - Replacement / Hall Boiler Room - Church	The main electric distribution enclosures are located in the Hall's boiler room and the Church hallway on the ground floor, which is accessible from the office area. They contain the following equipment: Main Circuit Breaker: 200 Amp (Installed in Hall Boiler Room, serving Church) Secondary Circuit Breaker: 200 Amp x 1 ('Panel A') Observations and/or Reported Information: - The Church's main circuit breaker was replaced during the Narthex renovation circa 2015.	Good	2015	Replace the main electrical circuit breakers at end of service life. We also recommend regular inspection (including infrared scan), and isolation/check and cleaning as part of the maintenance program (see item below). With proper maintenance, outlined in the CSA Z463-18 standard, the equipment may last an extended period of time.	Replacement	3 - Future Renewal	9	40	31	1	Y	$6,000
49	D50 10 03.02	Main Distribution Equipment - Inspection / Hall Boiler Room - Church		Not Applicable	N/A	Complete inspection (including infrared scan), and cleaning of the main electrical distribution equipment.	Study	4 - Discretionary Renewal	N/A	5	11	1	Y	$3,000
50	D50 10 05.00	Branch Circuit Panels - Replacement / Office Area and Men's Washroom	There are electrical branch circuit distribution panels at various locations, described below: Hallway, Office Area - Ground Floor: Panel A: 200 Amp, 48 Circuit Openings Electrical Closet, Men's Washroom - Ground Floor: Panel B: 135 Amp, 42 Circuit Openings Observations and/or Reported Information: - Branch circuit panels for the Church were replaced during the Narthex renovation circa 2015.	Good	2015	Replace the electrical branch circuit distribution panels at end of service life. This work may be spread over a number of years, as individual components may require replacement at substantially different times (if at all) during the life of the complex. We also recommend regular inspection (including infrared scan), and isolation/check and cleaning as part of the maintenance program (see item above). With proper maintenance, outlined in the CSA Z463-18 standard, the equipment may last an extended period of time.	Replacement	3 - Future Renewal	9	40	31	1	Y	$8,000
51	D50 10 99.00	Electrical Wiring / Throughout	Electrical wiring is generally concealed, or have armored cabling where visible.	Not Applicable	Varies	Electrical wiring is expected to last the life of the building, no capital expenditures are included.	Not Applicable	Not Applicable	Varies	100	100		N	

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COMPONENT			CONDITION ASSESSMENT			RECOMMENDATION			LIFECYCLE DATA				PROB COST	
Item #	ID (Photo Reference)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
Lighting														
52	D40 20 02.01	Interior Lighting - Replacement / Original Church	There are ceiling-mounted and wall-mounted light fixtures throughout the original Church and the Narthex. Observations and/or Provided Information: - Lighting in the Narthex is from 2015. - The original Church lighting was updated in 2016.	Good	2016	Replace the interior light fixtures throughout the original Church at end of service life at Parish Council's discretion. This work is shown phased over multiple years, with the assumption that lighting will be replaced/updated coincidentally with other interior refurbishment work/on an as-needed basis.	Replacement	4 - Discretionary Renewal	8	25	17	1	Y	$16,000
53	D40 20 02.02	Interior Lighting - Replacement / Narthex		Good	2015	Replace the interior light fixtures above unit entrances - this work is planned for the near future.	Replacement	4 - Discretionary Renewal	9	25	16	1	Y	$6,000
54	D40 20 06.01	Exterior Lighting - Replacement / Rockwall-Mounted at Narthex	There are rockwall-mounted lights on the north side of the at the front entrance to the building. Observations and/or Provided Information: - No issues were observed.	Good	2015	Replace the exterior rockwall-mounted lights at end of service life.	Replacement	4 - Discretionary Renewal	9	25	16	1	Y	$1,000
55	D40 20 06.02	Exterior Lighting - Replacement / Wall-Mounted at Church	There are exterior wall-mounted light fixtures around the original Church building. Observations and/or Provided Information: - No issues were reported.	Fair	Varies	Replace the exterior wall-mounted light fixtures at end of service life. Minor repairs and replacement of individual fixtures is expected to be completed as needed out of the Operating Budget, or other non-Contingency Reserve Fund source.	Replacement	4 - Discretionary Renewal	Varies	25	3	1	Y	$2,000
56	D40 20 08.00	Emergency and Exit Lighting - Replacement / Paths of Egress	There is emergency lighting (remote heads and batteries) and exit lighting installed throughout paths of egress. Observations and/or Provided Information: - Emergency and exit lighting upgraded throughout circa 2015/16.	Fair	2015	Replace the emergency and exit lighting at end of service life. Replacement of batteries/individual fixtures expected to be completed as needed out of the Operating Budget, or other non-Contingency Reserve Fund source.	Replacement	3 - Future Renewal	9	25	16	1	Y	$3,000
Site Communication & Security														
57	D40 30 02.00	Sound System - Replacement / Throughout	The sanctuary in the original Church is equipped with a sound system. Observations and/or Provided Information: - No issues were reported. - Updated in 2012.	Good	2012	Replace the sound system at end of service life, including an allowance to replace wiring and devices.	Replacement	3 - Future Renewal	Varies	25	10	1	Y	$53,000
58	D40 30 03.00	Fire Alarm System - Replacement / Throughout	The building is equipped with fire extinguishers throughout and a sprinkler head in the boiler room. Observations and/or Provided Information: - No issues were reported.	Fair	Varies	Upgrading to a fire alarm panel with manual pull stations throughout will provide added safety measures in an emergency situation. Continue annual inspections as required by the Fire Code (assumed to be a maintenance activity).	Replacement	3 - Future Renewal	Varies	25	2	1	Y	$16,000

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Item #	ID (Photo Reference)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
SITE														
Site Improvements														
59	G20 20 03.01	Asphalt Pavement - Resurfacing / Parking Areas	There are two (2) asphalt-paved parking areas for the complex, one (1) located at the south side of the site, near the entrance to the property, and one (1) location along St. George's Lane. Both parking areas are accessed via Maynard St. There is also a dirt parking lot at the north end of the building, only the paved parking lots are included in the cost. Observations and/or Provided Information: - Minor cracking at various locations. - St. George's Lane is understood to be the responsibility of the City.	Good	Varies	Resurface the asphalt pavement at parking areas at end of service life. The dirt parking lot at the north end of the building is not included in this line item. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Contingency Reserve Fund source.	Repair Allowance	4 - Discretionary Renewal	Varies	35	25	1	Y	$59,000
60	G20 20 03.02	Asphalt Pavement - Repairs / Parking Areas		Not Applicable	Not Applicable	Repair the asphalt pavement on an as-needed basis (i.e., crack repairs, filling pot holes).	Repair Allowance	4 - Discretionary Renewal	Varies	15	5	1	Y	$7,000
61	G20 30 03.01	Hard Landscaping - Concrete / Walkways and Patios / Front of the Building	There are concrete-paved walkways, stairs, a ramp, and entrance patio area near the main entrance at the south side of the site. Observations and/or Provided Information: - Concrete paved areas at the south side of the site installed at the same time as the Narthex circa 2015.	Good	2015	Repair the concrete walkways and patios on an as-needed basis. Full replacement is not expected within the study period and is not included in the Capital Plan. The cost is shown in a single year, however, it may be spread over multiple years. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Contingency Reserve Fund source.	Repair Allowance	4 - Discretionary Renewal	9	15	10	1	Y	$3,000
62	G20 30 03.02	Hard Landscaping - Concrete / Walkways and Patios / At The Rear of the Building	There are concrete-paved walkways near the rear entrance at the north side of the site.	Good	Unknown	Repair the concrete walkways and patios on an as-needed basis. Full replacement is not expected within the study period of the Depreciation Report, and is not included in the Capital Plan. The cost is shown in a single year, however, it may be spread over multiple years. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Contingency Reserve Fund source.	Repair Allowance	4 - Discretionary Renewal	N/A	15	10	1	Y	$2,000
63	G20 40 01.01	Fences - Replacement / Site Perimeter	There is a fence along the sides of the site which is assumed to be shared with the neighbors and a fence around the garden beds. The majority of the fences are solid board, however, there is a section of chain-link fence along the west side of the site and the garden bed fence is of a wire mesh. Observations and/or Provided Information: - Varying degrees of staining, wood rot, and/or out-of-plumb sections of fence along the perimeter fence. - Fence around garden beds constructed circa 2015.	Fair	Varies	Replace the site perimeter fence at end of service life.	Replacement	4 - Discretionary Renewal	Varies	25	7	1	Y	$37,000
64	G20 40 01.02	Fences - Replacement / Around Garden Beds		Good	2015	Replace the garden bed fence at end of service life.	Replacement	4 - Discretionary Renewal	9	25	10	1	Y	$11,000
65	G20 40 01.03	Fences - Restaining/Repairs / Throughout		Not Applicable	N/A	Restain/Repair the fences on an as-needed basis. This work is shown phased over multiple years.	Replacement	4 - Discretionary Renewal	N/A	10	10	3	Y	$5,000
66	G20 40 99.01	Garden Shed - Repair / Northwest Corner of Site	There is a wood-framed garden shed with wood siding, vinyl-framed windows, and a sloped, asphalt shingle roof, at the northwest corner of the site. Observations and/or Provided Information: - No issues were reported. - Primarily used as storage for gardening equipment.	Fair	Unknown	Repair/Refurbish the garden shed at end of service life. Minor repairs as needed are anticipated to be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Contingency Reserve Fund source.	Replacement	4 - Discretionary Renewal	N/A	30	10	1	Y	$8,000
67	G20 50 00.00	Soft Landscaping / Throughout Site	Soft landscaping includes sod, trees, top soil, and shrubs, around the site. There is a park bench on the west perimeter and two picnic tables at the rear exit of the Church. Garden beds are also present at the north end of the property.	Good	Varies	Carry an allowance to perform larger soft landscaping work (i.e. mature tree removal) on an as-needed basis.	Contingency	4 - Discretionary Renewal	Varies	3	2	1	Y	$5,000
PROFESSIONAL SERVICES														
68	P10 00 00.00	Contingency Reserve Fund Study	The Contingency Reserve Fund Study is a dynamic document which will change over time as repairs/replacements are carried out and interest/inflation rates change.	Not Applicable	2024	Complete Contingency Reserve Fund Study updates. The first iteration of this work is for this report.	Study	Not Applicable	0	5	0	1	Y	$7,000

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Item #	ID (Photo Reference)	Type / Location	Recommendation	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
				$7,000	$33,500	$155,500	$6,000	$14,000	$61,000	$22,000	$45,000	$9,000	$18,000	$189,667	$60,667	$5,667	$13,000	$5,000	$60,000	$46,800	$41,800	$4,800	$14,800	$21,467	$34,967	$7,967	$9,800	$800	$113,800	$91,000	$64,000	$9,000	$5,000
STRUCTURE																																	
Substructure																																	
1	A10 00 00.01	Foundations / Below-Grade	The foundation and foundation walls are expected to last the life of the building with no anticipated major capital expenditures. Isolated repairs will likely be required on an as-needed basis (see item below).																															
2	A10 00 00.02	Foundations - Repairs / Below-Grade	Complete localized repairs at the foundation walls, potentially including exterior damp/waterproofing, as needed to address water ingress or other concerns. The section of exposed self-adhered membrane at the Narthex's foundation wall, near the west side of the building, should be protected (i.e., with metal counterflashing) during the first iteration of work.		$5,000										$5,000										$5,000										
Superstructure																																	
3	B10 00 00.00	Building Frame / Upper Floors	Interior protected structural components are expected to last the life of the building. No major capital expenditures are anticipated.																															
BUILDING ENVELOPE																																	
Exterior Walls																																	
4	B20 10 01.01	Stucco Cladding - Exterior Walls / Original Church	Full replacement of the stucco cladding at the original Church is not included within the study period. If properly maintained/repaired (see item below), the stucco cladding may perform as intended for an extended period of time.																															
5	B20 10 01.02	Stucco Cladding - Recoat and Repair / Exterior Walls / Original Church	Repair the stucco cladding and concrete masonry unit (CMU) buttresses/piers on an as-needed basis. The stucco cladding may be coated/painted as part of the work. With proper maintenance, the stucco cladding may remain serviceable for an extended period of time.		$20,000																$20,000													
6	B20 10 01.03	Fiber Cement - Exterior Wall - East Elevation / Original Church	Full replacement of the horizontal-lapped fiber cement siding at the original Church is not included within the study period. If properly maintained/repaired (see item below), the horizontal-lapped fiber cement siding may perform as intended for an extended period of time.																															
7	B20 10 01.04	Fiber Cement - Recoat and Repair / Exterior Wall - East Elevation / Original Church	Repair the horizontal-lapped fiber cement siding on an as-needed basis. With proper maintenance, the horizontal-lapped fiber cement siding may remain serviceable for an extended period of time.		$3,000																$3,000													
8	B20 10 01.05	Cedar Cladding - Replacement / Narthex	Replace the cedar cladding assembly and accessories (i.e., trim, metal flashings) at end of service life. A line item for repainting/recoating and repairs is included below.																															
9	B20 10 01.06	Cedar Cladding - Stain and Repair / Exterior Walls / Narthex	Stain/Coat and repair the cedar cladding and accessories (i.e., metal flashings) as needed. With proper maintenance, the cedar cladding may remain serviceable for an extended period of time.		$4,000	$4,000				$4,000	$4,000				$4,000	$4,000				$4,000	$4,000				$4,000	$4,000				$4,000	$4,000			

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				$7,000	$33,500	$155,500	$6,000	$14,000	$61,000	$22,000	$45,000	$9,000	$18,000	$189,667	$60,667	$5,667	$13,000	$5,000	$60,000	$46,800	$41,800	$4,800	$14,800	$21,467	$34,967	$7,967	$9,800	$800	$113,800	$91,000	$64,000	$9,000	$5,000
10	B20 10 01.07	Stone Cladding - Replacement / Narthex	Replace the stone cladding assembly and accessories (i.e., metal flashings) at end of service life. A line item for recoating and repairs is included below.																															
11	B20 10 01.08	Stone Cladding - Repair / Exterior Walls / Narthex	Repair the stone cladding and accessories (i.e., metal flashings) as needed. With proper maintenance, the stone cladding may remain serviceable for an extended period of time.																$2,000	$2,000														
12	B20 10 08.01	Soffits - Repaint and Repair / Roof Overhangs / Original Church	Repaint and repair the stucco soffits at the underside of roof overhangs on an as needed basis.							$2,500	$2,500																							
13	B20 10 08.02	Soffits - Restain and Repair / Roof Overhangs / Narthex	Restain and repair the cedar plank soffits at the underside of the roof overhangs on an as needed basis. Full replacement of the cedar plank soffits is not anticipated within the study period.																	$2,500	$2,500													
14	B20 10 11.01	Exterior Sealant / Exterior Walls / Original Church	Replace exterior sealants on an as-needed basis; timed to coincide with exterior wall repainting/repairs. Full replacement is not anticipated during each iteration, as conditions will likely vary depending on exposure conditions.		$1,500	$1,500														$1,500	$1,500													
15	B20 10 11.02	Exterior Sealant / Exterior Walls / Narthex	Replace exterior sealants on an as-needed basis; timed to coincide with exterior wall staining/repairs. Full replacement is not anticipated during each iteration, as conditions will likely vary depending on exposure conditions.							$1,500	$1,500														$1,500	$1,500								
Windows and Doors																																	
16	B20 20 01.01	Exterior Windows, Wood-Framed - Replacement / Narthex	Replace the windows at the Narthex addition at end of service life.																												$44,000	$44,000		
17	B20 20 01.02	Exterior Windows, Wood-Framed - Repairs / Narthex	Replace failed insulating glazing units (IGUs) and damaged at the Narthex addition windows on an as-needed basis leading up to the full replacement project referenced in the line item above. Replacement/Repairs for the weatherstripping and hardware is assumed to be completed as part of the Operating Budget, or other non-Contingency Reserve Fund source.																	$800	$800	$800	$800	$800	$800	$800	$800	$800	$800					
18	B20 20 01.03	Exterior Windows, Wood-Framed - Replacement / Original Church	Replace the wood-framed single pane windows at end of service life / at Parish Council's discretion. Upgraded window assemblies, including insulating glass units (IGUs) instead of single-glazed units, will help improve the energy efficiency of the building and occupant comfort.			$107,000																												
19	B20 20 01.04	Exterior Stained Glass Windows, Aluminum-Framed - Replacement / Original Church	Replace/Repair the stained-glass windows on an as-needed basis / at Parish Council's discretion. Full replacement of the stained-glass windows is not included within the study period.																$9,000														
20	B20 30 02.00	Glazed Swing Doors - Replacement / Narthex Entrance	Replace the swing doors at the Narthex entrance at end of service life.																														
21	B20 30 99.00	Swing Doors - Replacement / Building Entrances	Replace the exterior doors for the exterior access at the north-west corner and rear of the original Church, at end of service life. Replacement/Repairs for the weatherstripping and hardware is assumed to be completed as part of the Operating Budget, or other non-Contingency Reserve Fund source.											$5,000																				

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				$7,000	$33,500	$155,500	$6,000	$14,000	$61,000	$22,000	$45,000	$9,000	$18,000	$189,667	$60,667	$5,667	$13,000	$5,000	$60,000	$46,800	$41,800	$4,800	$14,800	$21,467	$34,967	$7,967	$9,800	$800	$113,800	$91,000	$64,000	$9,000	$5,000
Roofs																																	
22	B30 10 01.01	Standing Seam Metal Roof - Replacement / High Slope Roof Coverings	Replace the standing seam metal roof and accessories (i.e., eavestroughs/downspouts, metal flashings, etc.) at end of service life. Regular maintenance, such as drain cleaning/removing debris, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Contingency Reserve Fund source.												$12,000																			
23	B30 10 01.02	Standing Seam Metal Roof - Repair / High Slope Roof Coverings	Repair the standing seam metal roof and accessories on an as needed basis prior to full replacement (i.e., re-sealing rooftop penetrations, targeted repairs for water ingress).																											$12,000			
INTERIOR FINISHES AND EQUIPMENT																																	
Interior Finishes and Furnishings																																	
24	C10 20 03.01	Interior Doors - Repairs / Original Church	Repaint/Repair the interior doors on an as-needed bases. The interior doors may last the life of the building if properly maintained.							$1,000															$1,000								
25	C10 20 03.02	Interior Doors - Repairs / Narthex	Repaint/Repair the interior doors on an as-needed bases. The interior doors may last the life of the building if properly maintained.							$2,000															$2,000								
26	C30 00 00.01	Interior Finishes and Furnishings - Hardwood Floor / Original Church	Refurbish/Update the hardwood flooring at the Parish Council's discretion to maintain aesthetics and address wear/tear.											$52,000																			
27	C30 00 00.02	Interior Finishes and Furnishings - Laminate Floor / Original Church	Refurbish/Update the laminate flooring at the Parish Council's discretion to maintain aesthetics and address wear/tear.											$5,000																			
28	C30 00 00.03	Interior Finishes and Furnishings - Carpet / Original Church	Refurbish/Update the carpet at the Parish Council's discretion to maintain aesthetics and address wear/tear.											$4,000																			
29	C30 00 00.04	Interior Finishes and Furnishings - Paint Walls and Ceiling / Original Church	Update the interior wall and ceiling paint at the Parish Council's discretion to maintain aesthetics and address wear/tear.											$38,000																			
30	C30 00 00.05	Interior Finishes and Furnishings - Furniture and Equipment / Original Church	Update the furniture and equipment at the Parish Council's discretion to maintain aesthetics and address wear/tear.						$33,000										$33,000										$33,000				
31	C30 00 00.06	Interior Finishes and Furnishings - Laminate/Vinyl Flooring / Narthex	Update the laminate and vinyl flooring at the Parish Council's discretion to maintain aesthetics and address wear/tear.																											$23,000			
32	C30 00 00.07	Interior Finishes and Furnishings - Painted Walls / Narthex	Repaint the walls in the Narthex at the Parish Council's discretion to maintain aesthetics and address wear/tear.												$10,000																		
33	C30 00 00.08	Interior Finishes and Furnishings - Stained Shiplap Board Ceiling / Narthex	Restain the shiplap board ceiling in the Narthex at the Parish Council's discretion to maintain aesthetics and address wear/tear.																						$5,000								
34	C30 00 00.09	Interior Finishes and Furnishings - Furniture and Equipment / Narthex	Update the furniture and equipment at the Parish Council's discretion to maintain aesthetics and address wear/tear. The first iteration of this work is to account for the planned expansion of the kitchen/storage area.			$12,000															$12,000												

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				$7,000	$33,500	$155,500	$6,000	$14,000	$61,000	$22,000	$45,000	$9,000	$18,000	$189,667	$60,667	$5,667	$13,000	$5,000	$60,000	$46,800	$41,800	$4,800	$14,800	$21,467	$34,967	$7,967	$9,800	$800	$113,800	$91,000	$64,000	$9,000	$5,000
MECHANICAL SYSTEMS																																	
Plumbing Systems																																	
35	D20 10 00.00	Plumbing Fixtures - Replacement / Common Area Washrooms	Replace/Refurbish the plumbing fixtures in the washrooms at end of service life. This work is shown in a single year, however, it will likely be spread over multiple years depending on when individual fixtures require work.												$20,000																			
36	D20 20 00.01	Water Supply and Distribution / Underground and Throughout Building	The main, below-grade water service lines may last the life of the complex without requiring full replacement. If a repair is required, however, the cost can be very high because of the nature of the work (i.e. the need for excavation to expose the repair area). We recommend that you carry a minimum balance to allow for unforeseen repairs, such as repairs to buried service lines (refer to scenario summary for minimum balance maintained). Refer to the item below for the domestic water distribution within the building.																															
37	D20 20 00.02	Water Supply and Distribution - Repairs / Throughout Building	Perform repairs/replacement for the domestic water distribution piping and accessories (i.e. valves, pumps, etc.) on an as-needed basis.						$9,000										$9,000										$9,000				
38	D20 20 30.00	Boiler - Replacement / Church Boiler Room	Replace the boiler, and relevant components for the hydronic heating system at end of service life.										$18,000																				
39	D20 20 31.01	Electric Water Heater Tank - Replacement / Mechanical Room - Women's Washroom	Replace the domestic hot water heater/tank in the mechanical room on the ground floor, accessed from the women's washroom, at end of service life.					$14,000															$14,000										
40	D20 20 31.02	Electric Water Heater Tank - Replacement / Storage Space - Under Stairs	No costs have been included in the Capital Plan at this time - pending findings from the assessment regarding its continued need.																														
41	D20 20 99.01	Backflow Preventer - City Water - Replacement / Mechanical Room - Women's Washroom	Replace the backflow preventer on the city water service line at end of service life.							$6,000															$6,000								
42	D20 20 99.02	Backflow Preventer - Irrigation - Replacement / Mechanical Room - Women's Washroom	Replace the backflow preventer on the city water service line at end of service life.							$5,000															$5,000								
43	D20 20 99.03	Backflow Preventer - Boiler Feed - Replacement / Church Boiler Room	Replace the backflow preventer on the city water service line at end of service life.														$3,000														$3,000	

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Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Church Building and Surrounding Site Elements)
Final - November 15, 2024

COMPONENT			RECOMMENDATION	CAPITAL PLAN									Yr. 10									Yr. 20										Yr. 30
Item #	ID (Photo Reference)	Type / Location	Recommendation	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
				$7,000	$33,500	$155,500	$6,000	$14,000	$61,000	$22,000	$45,000	$9,000	$18,000	$189,667	$60,667	$5,667	$13,000	$5,000	$60,000	$46,800	$41,800	$4,800	$14,800	$21,467	$34,967	$7,967	$9,800	$800	$113,800	$91,000	$64,000	$9,000	$5,000
Drainage Systems																																	
44	D20 30 00.01	Sanitary and Storm / Underground Lines	The buried sanitary/storm lines may last the life of the complex without major repairs. However, if a repair or replacement is required the cost is typically very high given the need for excavation/access and for replacement of overburden and/or finishes. We recommend that you carry a minimum balance in the Contingency Reserve Fund (as opposed to including a specific amount in this line item) to allow for unforeseen repairs, such as repairs to buried service lines. Refer to Scenario Summary for minimum balance maintained. To help avoid major concerns, we have included regular scoping and flushing (see below).																															
45	D20 30 00.02	Sanitary and Storm - Camera Scope and Flush / Underground Lines	Camera scope and power flush the main buried sanitary and storm drain lines, and perimeter drainage every five years or so. Scoping allows for pipe conditions to be monitored. Flushing helps to clear and prevent blockage and helps to achieve a long service life. The cost is only for the camera scope and power flush, as the scope of work for repairs (if needed) will be highly variable depending on the findings.				$4,000					$4,000					$4,000					$4,000					$4,000					$4,000	
HVAC																																	
Air, Heating, and Exhaust Systems - Supply and Distribution																																	
46	D30 40 08.00	Air Handling Unit - Replacement / Upstairs Office, Storage Space - Under Sloped Roof	Refurbish/Replace the indoor air handling unit at end of service life. Perform regular maintenance, such as replacing filters and belts, and lubricating bearings, covered out of the Operating Budget or other non-Contingency Reserve Fund source.														$6,000																
47	D30 50 06.02	Hydronic Baseboard Heaters - Replacement / Original Church	Demolish and replace non-functioning hydronic heating baseboards with electric baseboards of equivalent heating capacity. This line item does not include replacement for the functional hydronic baseboard heaters along the north-east wall of the Church.			$10,000																											
ELECTRICAL SYSTEMS																																	
Main Electrical Equipment																																	
48	D50 10 03.01	Main Distribution Equipment - Replacement / Hall Boiler Room - Church	Replace the main electrical circuit breakers at end of service life. We also recommend regular inspection (including infrared scan), and isolation/check and cleaning as part of the maintenance program (see item below). With proper maintenance, outlined in the CSA Z463-18 standard, the equipment may last an extended period of time.																															
49	D50 10 03.02	Main Distribution Equipment - Inspection / Hall Boiler Room - Church	Complete inspection (including infrared scan), and cleaning of the main electrical distribution equipment.												$3,000					$3,000					$3,000					$3,000			
50	D50 10 05.00	Branch Circuit Panels - Replacement / Office Area and Men's Washroom	Replace the electrical branch circuit distribution panels at end of service life. This work may be spread over a number of years, as individual components may require replacement at substantially different times (if at all) during the life of the complex. We also recommend regular inspection (including infrared scan), and isolation/check and cleaning as part of the maintenance program (see item above). With proper maintenance, outlined in the CSA Z463-18 standard, the equipment may last an extended period of time.																															
51	D50 10 99.00	Electrical Wiring / Throughout	Electrical wiring is expected to last the life of the building, no capital expenditures are included.																															

CRFS Year
2024

Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Church Building and Surrounding Site Elements)
Final - November 15, 2024

COMPONENT			RECOMMENDATION	CAPITAL PLAN									Yr. 10									Yr. 20										Yr. 30
Item #	ID (Photo Reference)	Type / Location	Recommendation	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
				$7,000	$33,500	$155,500	$6,000	$14,000	$61,000	$22,000	$45,000	$9,000	$18,000	$189,667	$60,667	$5,667	$13,000	$5,000	$60,000	$46,800	$41,800	$4,800	$14,800	$21,467	$34,967	$7,967	$9,800	$800	$113,800	$91,000	$64,000	$9,000	$5,000
Lighting																																	
52	D40 20 02.01	Interior Lighting - Replacement / Original Church	Replace the interior light fixtures throughout the original Church at end of service life at Parish Council's discretion. This work is shown phased over multiple years, with the assumption that lighting will be replaced/updated coincidentally with other interior refurbishment work/on an as-needed basis.																		$16,000													
53	D40 20 02.02	Interior Lighting - Replacement / Narthex	Replace the interior light fixtures above unit entrances - this work is planned for the near future.																	$6,000													
54	D40 20 06.01	Exterior Lighting - Replacement / Rockwall-Mounted at Narthex	Replace the exterior rockwall-mounted lights at end of service life.																	$1,000													
55	D40 20 06.02	Exterior Lighting - Replacement / Wall-Mounted at Church	Replace the exterior wall-mounted light fixtures at end of service life. Minor repairs and replacement of individual fixtures is expected to be completed as needed out of the Operating Budget, or other non-Contingency Reserve Fund source.				$2,000																									$2,000	
56	D40 20 08.00	Emergency and Exit Lighting - Replacement / Paths of Egress	Replace the emergency and exit lighting at end of service life. Replacement of batteries/individual fixtures expected to be completed as needed out of the Operating Budget, or other non-Contingency Reserve Fund source.																	$3,000													
Site Communication & Security																																	
57	D40 30 02.00	Sound System - Replacement / Throughout	Replace the sound system at end of service life, including an allowance to replace wiring and devices.											$53,000																			
58	D40 30 03.00	Fire Alarm System - Replacement / Throughout	Upgrading to a fire alarm panel with manual pull stations throughout will provide added safety measures in an emergency situation. Continue annual inspections as required by the Fire Code (assumed to be a maintenance activity).			$16,000																								$16,000		
SITE																																	
Site Improvements																																	
59	G20 20 03.01	Asphalt Pavement - Resurfacing / Parking Areas	Resurface the asphalt pavement at parking areas at end of service life. The dirt parking lot at the north end of the building is not included in this line item. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Contingency Reserve Fund source.																											$59,000			
60	G20 20 03.02	Asphalt Pavement - Repairs / Parking Areas	Repair the asphalt pavement on an as-needed basis (i.e., crack repairs, filling pot holes).						$7,000															$7,000									
61	G20 30 03.01	Hard Landscaping - Concrete / Walkways and Patios / Front of the Building	Repair the concrete walkways and patios on an as-needed basis. Full replacement is not expected within the study period and is not included in the Capital Plan. The cost is shown in a single year, however, it may be spread over multiple years. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Contingency Reserve Fund source.											$3,000															$3,000			
62	G20 30 03.02	Hard Landscaping - Concrete / Walkways and Patios / At The Rear of the Building	Repair the concrete walkways and patios on an as-needed basis. Full replacement is not expected within the study period of the Depreciation Report, and is not included in the Capital Plan. The cost is shown in a single year, however, it may be spread over multiple years. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Contingency Reserve Fund source.											$2,000															$2,000			
63	G20 40 01.01	Fences - Replacement / Site Perimeter	Replace the site perimeter fence at end of service life.								$37,000																						
64	G20 40 01.02	Fences - Replacement / Around Garden Beds	Replace the garden bed fence at end of service life.											$11,000																			
65	G20 40 01.03	Fences - Restaining/Repairs / Throughout	Restain/Repair the fences on an as-needed basis. This work is shown phased over multiple years.											$1,667	$1,667	$1,667								$1,667	$1,667	$1,667							
66	G20 40 99.01	Garden Shed - Repair / Northwest Corner of Site	Repair/Refurbish the garden shed at end of service life. Minor repairs as needed are anticipated to be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Contingency Reserve Fund source.											$8,000																			
67	G20 50 00.00	Soft Landscaping / Throughout Site	Carry an allowance to perform larger soft landscaping work (i.e. mature tree removal) on an as-needed basis.			$5,000			$5,000			$5,000			$5,000			$5,000			$5,000			$5,000			$5,000			$5,000		$5,000
PROFESSIONAL SERVICES																																	
68	P10 00 00.00	Contingency Reserve Fund Study	Complete Contingency Reserve Fund Study updates. The first iteration of this work is for this report.	$7,000					$7,000					$7,000					$7,000					$7,000					$7,000				

APPENDIX E:
PHOTOSHEET – THE CHURCH BUILDING AND SURROUNDING SITE ELEMENTS

Photo - A10 00 00.01 - Foundations / Below-Grade

Photo - B20 10 01.01 - Stucco Cladding - Exterior Walls / Original Church

Photo - B20 10 01.03 - Fiber Cement - Exterior Wall - East Elevation / Original Church

Photo - B20 10 01.05 - Cedar Cladding - Replacement / Narthex

Photo - B20 10 01.07 - Stone Cladding - Replacement / Narthex

Photo - B20 10 08.01 - Soffits - Repaint and Repair / Roof Overhangs / Original Church

Photo - B20 10 08.02 - Soffits - Restain and Repair / Roof Overhangs / Narthex

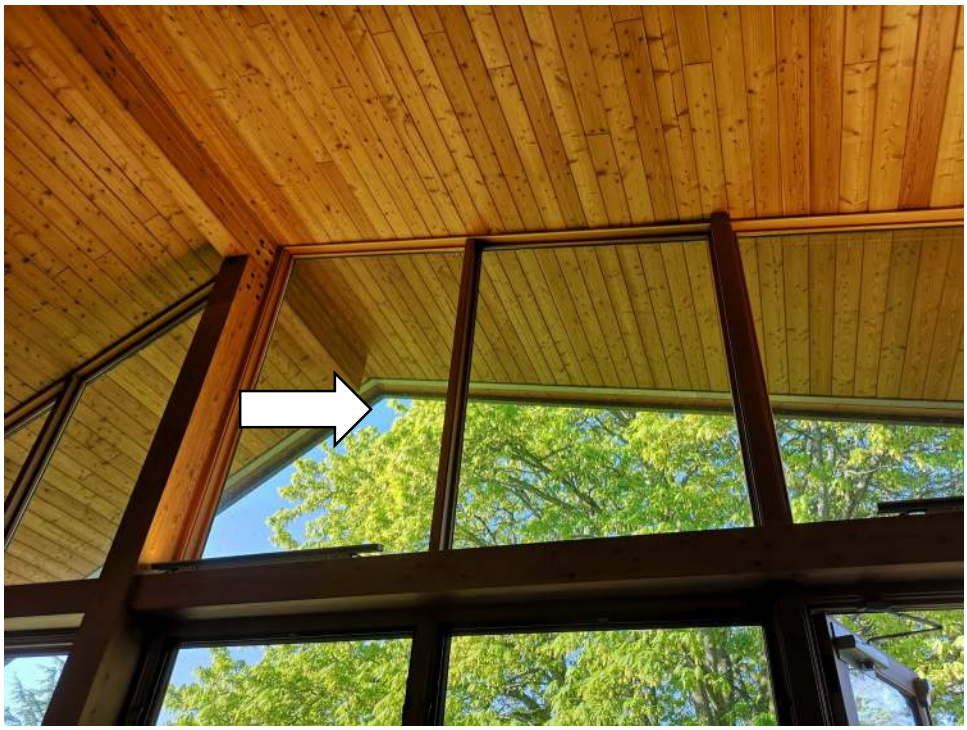


Photo - B20 20 01.01 - Exterior Windows, Wood-Framed - Replacement / Narthex

Photo - B20 20 01.03 - Exterior Windows, Wood-Framed - Replacement / Original Church

Photo - B20 20 01.04 - Exterior Stained Glass Windows, Aluminum-Framed - Replacement / Original Church

Photo - B20 30 02.00 - Glazed Swing Doors - Replacement / Narthex Entrance

Photo - B20 30 99.00 - Swing Doors - Replacement / Building Entrances

Photo - B30 10 01.01 - Standing Seam Metal Roof - Replacement / High Slope Roof Coverings

Photo - C10 20 03.01 - Interior Doors - Repairs / Original Church

Photo - C10 20 03.02 - Interior Doors - Repairs / Narthex

Photo - C30 00 00.01 - Interior Finishes and Furnishings - Hardwood Floor / Original Church

Photo - C30 00 00.02 - Interior Finishes and Furnishings - Laminate Floor / Original Church

Photo - C30 00 00.03 - Interior Finishes and Furnishings - Carpet / Original Church

Photo - C30 00 00.04 - Interior Finishes and Furnishings - Paint Walls and Ceiling / Original Church

Photo - C30 00 00.06 - Interior Finishes and Furnishings - Laminate/Vinyl Flooring / Narthex

Photo - C30 00 00.07 - Interior Finishes and Furnishings - Painted Walls / Narthex

Photo - C30 00 00.08 - Interior Finishes and Furnishings - Stained Shiplap Board Ceiling / Narthex

Photo - C30 00 00.09 - Interior Finishes and Furnishings - Furniture and Equipment / Narthex

Photo - D20 10 00.00 - Plumbing Fixtures - Replacement / Common Area Washrooms

Photo - D20 20 30.00 - Boiler - Replacement / Church Boiler Room

Photo - D30 40 08.00 - Air Handling Unit - Replacement / Upper Floor Office, Storage Space - Under Sloped Roof

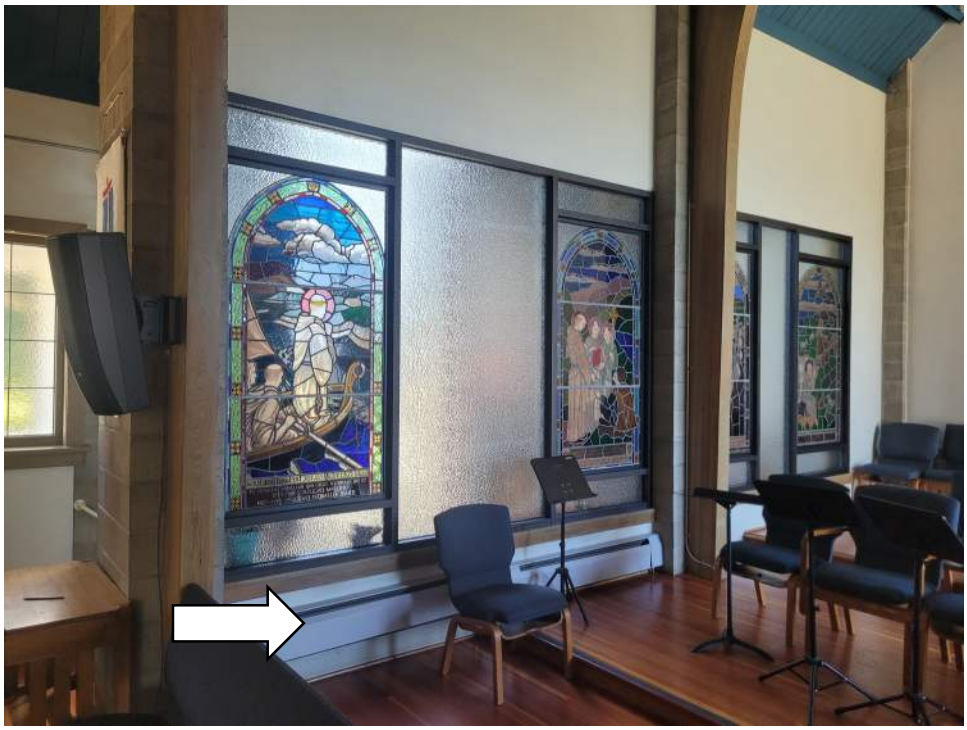


Photo - D30 50 06.02 - Hydronic Baseboard Heaters - Replacement / Original Church

Photo - D50 10 05.00 - Branch Circuit Panels - Replacement / Office Area and Men's Washroom

Photo - D40 20 02.01 - Interior Lighting - Replacement / Original Church

Photo - D40 20 02.02 - Interior Lighting - Replacement / Narthex

Photo - D40 20 06.01 - Exterior Lighting - Replacement / Rockwall-Mounted at Narthex

Photo - D40 20 06.02 - Exterior Lighting - Replacement / Wall-Mounted at Church

Photo - D40 20 08.00 - Emergency and Exit Lighting - Replacement / Paths of Egress

Photo - D40 30 03.00 - Fire Alarm System - Replacement / Throughout

Photo - G20 20 03.01 - Asphalt Pavement - Resurfacing / Parking Areas

Photo - G20 30 03.01 - Hard Landscaping - Concrete / Walkways and Patios / Front of the Building

Photo - G20 30 03.02 - Hard Landscaping - Concrete / Walkways and Patios / At The Rear of the Building

Photo - G20 40 01.01 - Fences - Replacement / Site Perimeter

Photo - G20 40 01.02 - Fences - Replacement / Around Garden Beds

Photo - G20 40 99.01 - Garden Shed / Repair

Photo - G20 50 00.00 - Soft Landscaping / Throughout Site

APPENDIX F:
FUNDING SCENARIOS – THE HALL BUILDING AND SURROUNDING SITE ELEMENTS

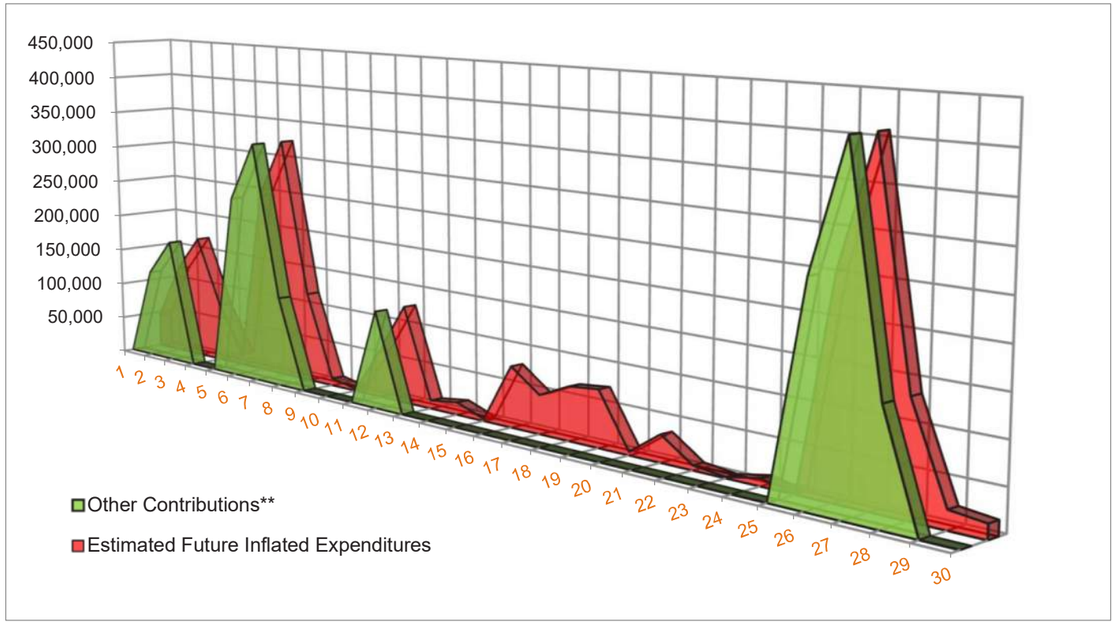
Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Hall Building and Surrounding Site Elements)

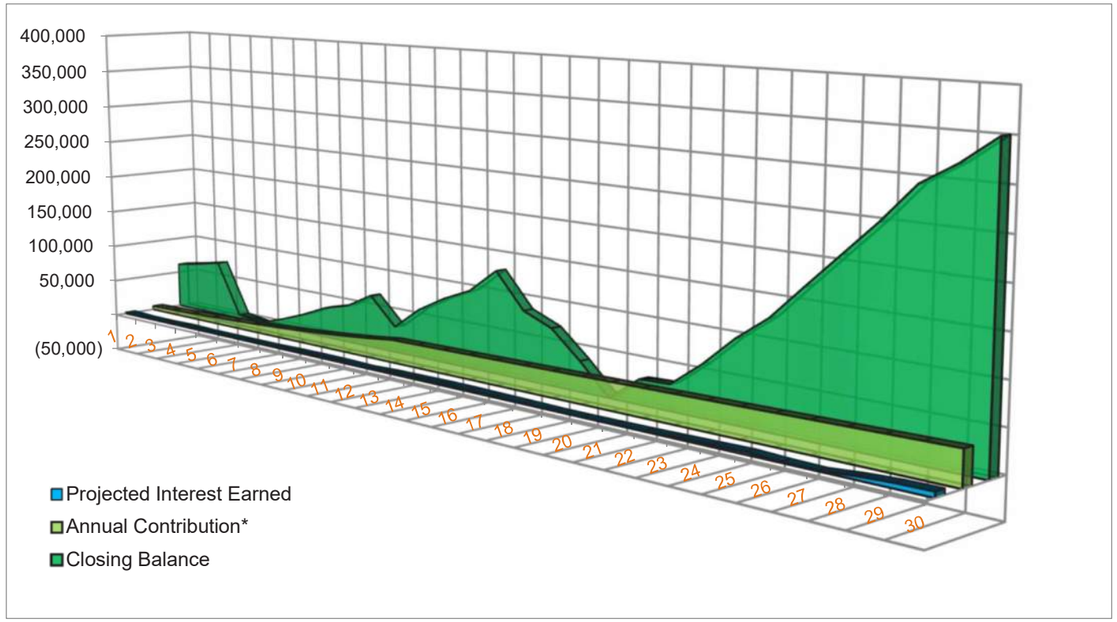
30 Year Reserve Fund Cash Flow Table
Scenario 1 - Final - November 15, 2024
THE HALL BUILDING AND SURROUNDING SITE ELEMENTS

Assumed Interest Rate	2.0%
Assumed Inflation Rate	2.0%
Reserve Fund Balance at Start of July 2024	$100,000.00
Present Annual Contribution to the Reserve Fund	$5,000.00
Minimum Reserve Fund Balance	$0.00

Fiscal Year Ending In	Report Year	Opening Balance	Annual Contribution*	Percent Increase over Previous Year	Other Contributions**	Estimated Future Inflated Expenditures	Projected Interest Earned	Closing Balance
2024	1	100,000	5,000			45,200	1,598	61,398
2025	2	61,398	5,875	17.5%	120,564	120,564	81	67,354
2026	3	67,354	6,902	17.5%	169,273	169,273		74,256
2027	4	74,256	8,109	17.5%		78,211	784	4,938
2028	5	4,938	9,528	17.5%		14,288	51	229
2029	6	229	11,194	17.5%	246,210	246,210		11,423
2030	7	11,423	13,152	17.5%	324,560	324,560		24,576
2031	8	24,576	15,453	17.5%	119,693	119,693		40,029
2032	9	40,029	18,156	17.5%		9,608	886	49,463
2033	**10**	49,463	21,332	17.5%		2,629	1,176	69,342
2034	11	69,342	25,063	17.5%		61,803	1,019	33,621
2035	12	33,621	29,447	17.5%	127,446	127,446		63,067
2036	13	63,067	30,035	2.0%		10,780	1,454	83,777
2037	14	83,777	30,636	2.0%		16,170	1,820	100,063
2038	15	100,063	31,249	2.0%		2,639	2,287	130,960
2039	16	130,960	31,874	2.0%		78,060	2,157	86,931
2040	17	86,931	32,511	2.0%		49,420	1,570	71,592
2041	18	71,592	33,162	2.0%		67,912	1,084	37,926
2042	19	37,926	33,825	2.0%		72,126	376	(0)
2043	**20**	(0)	34,501	2.0%		4,370	301	30,432
2044	21	30,432	35,191	2.0%		34,177	619	32,066
2045	22	32,066	35,895	2.0%		6,063	940	62,838
2046	23	62,838	36,613	2.0%		1,546	1,607	99,512
2047	24	99,512	37,345	2.0%		9,461	2,269	129,665
2048	25	129,665	38,092	2.0%			2,974	170,732
2049	26	170,732	38,854	2.0%	255,935	255,935	1,244	210,830
2050	27	210,830	39,631	2.0%	408,314	408,314	530	250,991
2051	28	250,991	40,424	2.0%	134,844	134,844	4,076	295,490
2052	29	295,490	41,232	2.0%		22,633	6,096	320,185
2053	**30**	320,185	42,057	2.0%		17,758	6,647	351,130

* The term "Annual Contribution" refers to the amount contributed each year to the reserve fund from the monthly expenses.





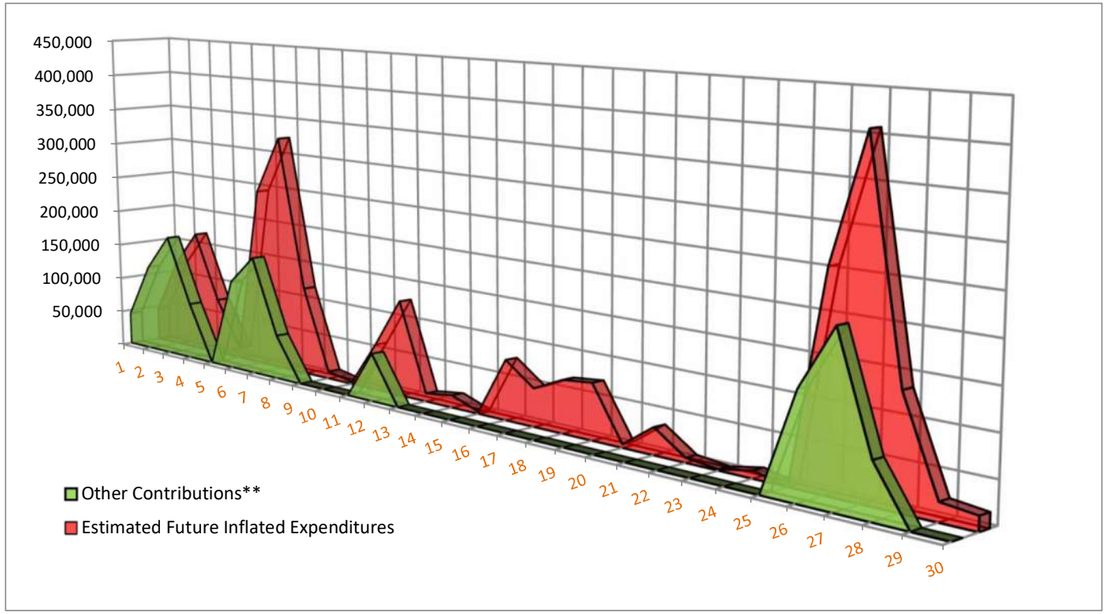
Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Hall Building and Surrounding Site Elements)

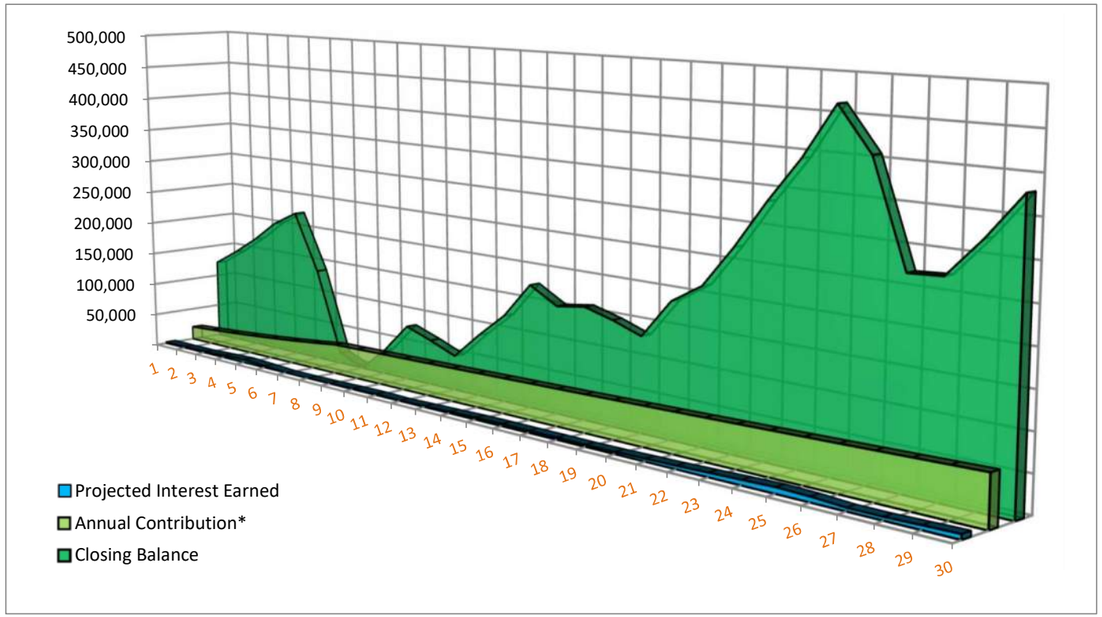
30 Year Reserve Fund Cash Flow Table
Scenario 2 - Final - November 15, 2024
THE HALL BUILDING AND SURROUNDING SITE ELEMENTS

Assumed Interest Rate	2.0%
Assumed Inflation Rate	2.0%
Reserve Fund Balance at Start of July 2024	$100,000.00
Present Annual Contribution to the Reserve Fund	$20,000.00
Minimum Reserve Fund Balance	$0.00

Fiscal Year Ending In	Report Year	Opening Balance	Annual Contribution*	Percent Increase over Previous Year	Other Contributions**	Estimated Future Inflated Expenditures	Projected Interest Earned	Closing Balance
2024	1	100,000	20,000		45,200	45,200	1,748	121,748
2025	2	121,748	22,384	11.9%	120,564	120,564	1,453	145,586
2026	3	145,586	25,053	11.9%	169,273	169,273	1,470	172,108
2027	4	172,108	28,040	11.9%	78,211	78,211	2,940	203,089
2028	5	203,089	31,383	11.9%		14,288	4,233	224,417
2029	6	224,417	35,125	11.9%	123,105	246,210	2,377	138,814
2030	7	138,814	39,313	11.9%	162,280	324,560		15,847
2031	8	15,847	44,000	11.9%	59,847	119,693		0
2032	9	0	44,880	2.0%		9,608	353	35,625
2033	**10**	35,625	45,777	2.0%		2,629	1,144	79,917
2034	11	79,917	46,693	2.0%		61,803	1,447	66,254
2035	12	66,254	47,627	2.0%	63,723	127,446	527	50,684
2036	13	50,684	48,579	2.0%		10,780	1,392	89,875
2037	14	89,875	49,551	2.0%		16,170	2,131	125,387
2038	15	125,387	50,542	2.0%		2,639	2,987	176,276
2039	16	176,276	51,553	2.0%		78,060	3,260	153,029
2040	17	153,029	52,584	2.0%		49,420	3,092	159,285
2041	18	159,285	53,635	2.0%		67,912	3,043	148,051
2042	19	148,051	54,708	2.0%		72,126	2,787	133,420
2043	**20**	133,420	55,802	2.0%		4,370	3,183	188,034
2044	21	188,034	56,918	2.0%		34,177	3,988	214,763
2045	22	214,763	58,057	2.0%		6,063	4,815	271,573
2046	23	271,573	59,218	2.0%		1,546	6,008	335,252
2047	24	335,252	60,402	2.0%		9,461	7,214	393,408
2048	25	393,408	61,610	2.0%			8,484	463,502
2049	26	463,502	62,842	2.0%	127,967	255,935	7,339	405,716
2050	27	405,716	64,099	2.0%	204,157	408,314	4,672	270,330
2051	28	270,330	65,381	2.0%	67,422	134,844	4,712	273,001
2052	29	273,001	66,689	2.0%		22,633	5,901	322,957
2053	**30**	322,957	68,023	2.0%		17,758	6,962	380,183

* The term "Annual Contribution" refers to the amount contributed each year to the reserve fund from the monthly expenses.





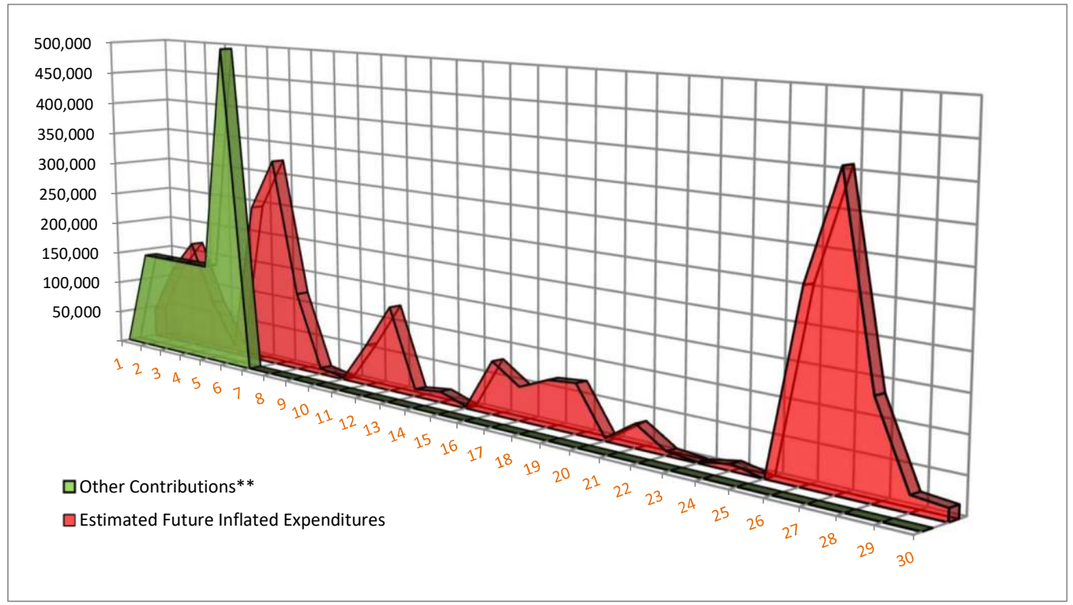
Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Hall Building and Surrounding Site Elements)

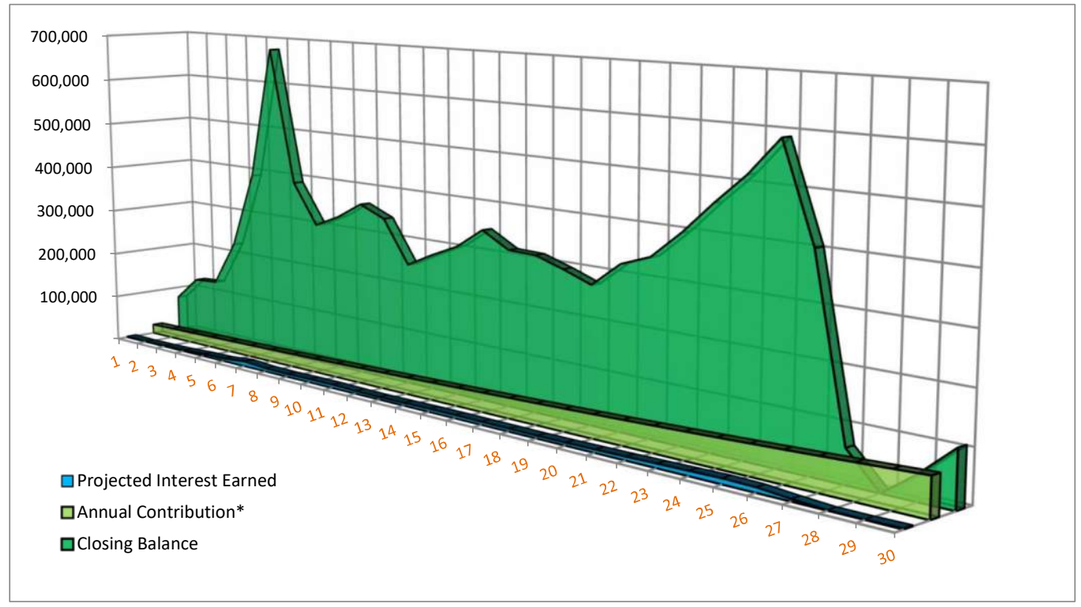
30 Year Reserve Fund Cash Flow Table
Scenario 3 - Final - November 15, 2024
THE HALL BUILDING AND SURROUNDING SITE ELEMENTS

Assumed Interest Rate	2.0%
Assumed Inflation Rate	2.0%
Reserve Fund Balance at Start of July 2024	$100,000.00
Present Annual Contribution to the Reserve Fund	$20,000.00
Minimum Reserve Fund Balance	$0.00

Fiscal Year Ending In	Report Year	Opening Balance	Annual Contribution*	Percent Increase over Previous Year	Other Contributions**	Estimated Future Inflated Expenditures	Projected Interest Earned	Closing Balance
2024	1	100,000	20,000			45,200	1,748	76,548
2025	2	76,548	20,931	4.7%	150,000	120,564	535	127,449
2026	3	127,449	21,904	4.7%	150,000	169,273	1,075	131,156
2027	4	131,156	22,924	4.7%	150,000	78,211	2,070	227,938
2028	5	227,938	23,990	4.7%	150,000	14,288	4,656	392,296
2029	6	392,296	25,106	4.7%	500,000	246,210	5,635	676,827
2030	7	676,827	26,274	4.7%		324,560	10,554	389,095
2031	8	389,095	27,497	4.7%		119,693	6,860	303,759
2032	9	303,759	28,776	4.7%		9,608	6,267	329,194
2033	**10**	329,194	30,115	4.7%		2,629	6,859	363,539
2034	11	363,539	31,516	4.7%		61,803	6,968	340,220
2035	12	340,220	32,983	4.7%		127,446	5,860	251,617
2036	13	251,617	34,517	4.7%		10,780	5,270	280,623
2037	14	280,623	36,123	4.7%		16,170	5,812	306,388
2038	15	306,388	37,804	4.7%		2,639	6,479	348,032
2039	16	348,032	39,563	4.7%		78,060	6,576	316,110
2040	17	316,110	41,403	4.7%		49,420	6,242	314,336
2041	18	314,336	43,330	4.7%		67,912	6,041	295,794
2042	19	295,794	45,346	4.7%		72,126	5,648	274,662
2043	**20**	274,662	47,456	4.7%		4,370	5,924	323,671
2044	21	323,671	49,663	4.7%		34,177	6,628	345,786
2045	22	345,786	51,974	4.7%		6,063	7,375	399,072
2046	23	399,072	54,392	4.7%		1,546	8,510	460,428
2047	24	460,428	56,923	4.7%		9,461	9,683	517,573
2048	25	517,573	59,571	4.7%			10,947	588,092
2049	26	588,092	62,343	4.7%		255,935	9,826	404,326
2050	27	404,326	65,244	4.7%		408,314	4,656	65,912
2051	28	65,912	68,279	4.7%		134,844	653	0
2052	29	0	71,456	4.7%		22,633	488	49,311
2053	**30**	49,311	74,781	4.7%		17,758	1,556	107,890

* The term "Annual Contribution" refers to the amount contributed each year to the reserve fund from the monthly expenses.





Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Hall Building and Surrounding Site Elements)

Summary of Funding Scenarios - The Hall Building and Surrounding Site Elements
Final - November 15, 2024

Current Fiscal Year: 2024
January 1, 2024 to December 31, 2024

Number of Units
1

Scenario 1

Minimum Balance $0.00
In Year 2042

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$5,000.00	$5,874.57	$6,902.11	$8,109.38	$9,527.82	$11,194.36
Percent Increase per Year		17.5%	17.5%	17.5%	17.5%	17.5%
Average Increase per Year		$874.57	$1,027.54	$1,207.27	$1,418.44	$1,666.54
Average Monthly Contribution	$416.67	$489.55	$575.18	$675.78	$793.98	$932.86
Total 'Other Contributions' for the Capital Plan Timeline**	$1,906,838.61		spread over 2025, 2026, 2029-31, 2035, and 2049-51			

Scenario 2

Minimum Balance $0.00
In Year 2031

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$20,000.00	$22,384.48	$25,053.24	$28,040.19	$31,383.25	$35,124.89
Percent Increase per Year		11.9%	11.9%	11.9%	11.9%	11.9%
Average Increase per Year		$2,384.48	$2,668.77	$2,986.95	$3,343.06	$3,741.63
Average Monthly Contribution	$1,666.67	$1,865.37	$2,087.77	$2,336.68	$2,615.27	$2,927.07
Total 'Other Contributions' for the Capital Plan Timeline**	$1,176,548.87		spread over 2024-27, 2029-31, 2035, and 2049-51			

Scenario 3

Minimum Balance $0.00
In Year 2051

	2024	2025	2026	2027	2028	2029
Annual Reserve Fund Contribution*	$20,000.00	$20,930.54	$21,904.37	$22,923.51	$23,990.06	$25,106.24
Percent Increase per Year		4.7%	4.7%	4.7%	4.7%	4.7%
Average Increase per Year		$930.54	$973.83	$1,019.14	$1,066.56	$1,116.18
Average Monthly Contribution	$1,666.67	$1,744.21	$1,825.36	$1,910.29	$1,999.17	$2,092.19
Total 'Other Contributions' for the Capital Plan Timeline**	$1,100,000.00		spread over 2025-29			

*Annual Reserve Fund Contribution refers to the amount contributed each year to the Reserve Fund from the monthly common expenses, or a combination of Monthly Contribution plus Operating Budget surplus.

** Total 'Other Contributions' for the Capital Plan Timeline refers to other contributed amounts including special assessments or surplus funds transferred from other sources (i.e., operating budget or contingency fund).

APPENDIX G:
CONDITION ASSESSMENT AND CAPITAL PLAN – THE HALL BUILDING AND SURROUNDING SITE ELEMENTS

CRFS Year
2024

Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Hall Building and Surrounding Site Elements)
Final - November 15, 2024

COMPONENT			CONDITION ASSESSMENT			RECOMMENDATION			LIFECYCLE DATA					PROB COST	
Item #	ID (Photo)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Calc. Rem. Life (data check)	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
STRUCTURE															
Substructure															
1	A10 00 00.01	Foundations / Below-Grade	The foundation and foundation walls are cast-in-place concrete. Generally the exterior sides of the foundation walls are not visible for review, with exception of some sections at base of walls above-grade, where there is bare or painted concrete. The interior sides of the foundation walls are also generally not visible for review, due to interior finishes. Observations and/or Provided Information: - No major settlement or heaving at the foundations reported or observed. - No water ingress through the foundation wall reported.	Good	1963	The foundation and foundation walls are expected to last the life of the building with no anticipated major capital expenditures. Isolated repairs will likely be required on an as-needed basis (see item below).	Not Applicable	Not Applicable	61	100	39	100		N	
2	A10 00 00.02	Foundations - Repairs / Below-Grade				Complete localized repairs at the foundation walls, potentially including exterior damp/waterproofing, as needed to address water ingress or other concerns.	Repair Allowance	3 - Future Renewal	61	10	0	5	1	Y	$3,000
3	A10 30 00.00	Slab-on-Grade / Ground Floor	The ground floor of the building consists of concrete slab-on-grade or cementitious covering. Generally, with the exception of the utility spaces, storage areas, and crawl spaces, the slab-on-grade/cementitious covering is concealed by interior finishes. Observations and/or Provided Information: - No major cracks or differential settlement noted during the site visit.	Good	1963	The slab-on-grade and cementitious covering is expected to last the life of the building with no anticipated major capital expenditures. Generally, cracks in concrete slab-on-grade and cementitious covering are normal, and should not pose a risk unless there is differential settlement and/or spalled sections of materials.	Not Applicable	Not Applicable	61	100	39	100		N	
Superstructure															
4	B10 00 00.00	Building Frame / Above Grade	The superstructure of the building consists of wood-framed construction. The majority of the superstructure is concealed by cladding and interior finishes. Observations and/or Provided Information: - No excessive deflection cracking, or other evidence of structural distress reported or observed.	Not Reviewed	1963	Interior protected structural components are expected to last the life of the building. No major capital expenditures are anticipated.	Not Applicable	Not Applicable	61	100	39	100		N	
5	B10 10 04.01	Balcony, Vinyl Waterproofing - Replacement / Southeast Corner of Building	A balcony with vinyl waterproofing is present on the southeast corner of the building, and it is shared with the neighbouring building (the Orchard). There are fascia-mounted aluminum guardrails with glass infill at the balcony perimeter Observations and/or Provided Information: - No issues were reported,	Fair	Unknown	Replace the vinyl waterproofing membrane at the balcony at the southeast corner of the building at end of service life.	Replacement	3 - Future Renewal	N/A	25	#VALUE!	3	1	Y	$9,000
6	B10 10 04.02	Balcony, Guardrails - Replacement/ Southeast Corner of Building		Fair	Unknown	Replace the balcony guardrail at the balcony at the southeast corner of the building at end of service life. This work is timed to coincide with every second waterproofing membrane replacement project.	Replacement	3 - Future Renewal	N/A	50	#VALUE!	3	1	Y	$5,000
BUILDING ENVELOPE															
Exterior Walls															
7	B20 10 01.01	Stucco Cladding - Replacement / Exterior Walls	Exterior wall cladding at the Hall consists of a combination of stucco, concrete masonry units (CMUs), stone veneer, and painted wood. The stucco assembly is understood to include the following components (per Architectural Drawings): - Stucco; on - 1" Mesh self-furring galv'd stucco wire; over - Tarred paper; on - Diagonal shiplap on 2x6 studs w/girts @ 4' vertical intervals There is painted wooden trim around the building. Observations and/or Provided Information: - Varying degrees of staining, with particularly heavy staining above metal flashing at sloped roof areas and below some roof drainage pipe/exhaust vents. - In some areas, the wood cladding has warped, creating a gap in the exterior wall. - Cracks in the CMUs at various locations.	Fair	1963	Full replacement of the exterior wall cladding at the Hall is not included within the study period. If properly maintained/repaired (see item below), the stucco cladding may perform as intended for an extended period of time.	Replacement	3 - Future Renewal	61	100	39	100		N	
8	B20 10 01.02	Stucco Cladding - Recoat and Repair / Exterior Walls		Not Applicable	N/A	Repair, replace, and/or repaint exterior wall cladding and accessories at the Hall building as needed. The first iteration of the work should address the warped/damage wood cladding, cracked CMUs, and heavily stained areas of the walls noted during the review. Exterior joint sealant was not observed during the review, however, it may be installed at transition details if determined to be necessary to help ensure continuity of the building envelope.	Repair Allowance	3 - Future Renewal	N/A	15	#VALUE!	2	2	Y	$86,000
9	B20 10 08.00	Soffits - Restain and Repair / Roof Overhangs	The soffits at the main section of the Hall building are made from perforated cement board and the soffits in the attached office building consist of wood. Observations and/or Provided Information: - Soffits generally exhibited staining and other visible signs of weathering.	Poor	1963	Repair/Repaint the soffits at the Hall building on an as-needed basis. This work is timed to coincide with exterior wall repainting/repairs. Full replacement of the soffits is not anticipated within the study period.	Repair Allowance	3 - Future Renewal	61	15	0	2	2	Y	$7,000

CRFS Year **2024**

Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Hall Building and Surrounding Site Elements)
Final - November 15, 2024

COMPONENT			CONDITION ASSESSMENT			RECOMMENDATION			LIFECYCLE DATA					PROB COST	
Item #	ID (Photo)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Calc. Rem. Life (data check)	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
Windows and Doors															
10	B20 20 01.01	Exterior Windows - Replacement / Throughout Building Elevations	There are a combination of wood-framed and metal-framed, single-glazed windows at various locations around the Hall building, including vertical stacks of windows adjacent to the CMU pilasters along the north and south elevations. The windows include a combination of fixed and operable (casement) sections. Observations and/or Provided Information: - Some of the windows in the gymnasium had been replaced since original construction. One window at the south elevation was missing (the frame had plywood infill).	Poor	1963	Replace the windows at the Hall building at end of service life. Upgraded window assemblies, including insulating glass units (IGUs) instead of single-glazed units, will help improve the energy efficiency of the building and occupant comfort.	Replacement	3 - Future Renewal	61	35	0	5	2	Y	$126,000
11	B20 20 01.02	Exterior Windows - Repairs / Throughout Building Elevations		Not Applicable	N/A	Replace failed glazing and damaged windows on an as-needed basis leading up to the full replacement project referenced in the line item above. Replacement/Repairs for the weatherstripping and hardware is assumed to be completed as part of the Operating Budget, or other non-Reserve Fund source.	Repair Allowance	4 - Discretionary Renewal	N/A	35	#VALUE!	0	5	Y	$11,000
12	B20 30 02.00	Metal Swing Doors - Entrances / Replacement	There are metal swing doors at the main entrance, west side emergency exit, northeast emergency exit, southeast emergency exit, and south entrance. Observations and/or Provided Information: - One of the emergency doors failed to open immediately and only opened after multiple attempts and excessive force.	Fair	1963	Replace the metal swing doors at the Hall building at end of service life. Replacement/Repairs for the weatherstripping and hardware, and adjustments to ensure proper operation, is assumed to be completed as part of the Operating Budget, or other non-Reserve Fund source.	Replacement	3 - Future Renewal	61	40	0	5	1	Y	$19,000
Roofs															
13	B30 10 02.01	SBS Modified Bitumen Assembly - Replacement / Low-Sloped Main Roof Areas	The main low-sloped roof area of the building is protected with an SBS-modified bitumen roof membrane assembly. There is copper flashing at the top the roof parapets and expansion joint. The main roof includes two drains, connected to copper downspouts. Observations and/or Provided Information: - Relatively heavy levels of surface degranulation of the membrane at the roof peaks. - Organic debris around the drains. - Roof blister observed at one location during the site review. - Impact damage at the copper downpouts at various locations. Rubberized repair membrane at one location along the south elevation. - Chimney flashing had some loose fasteners. - No reported water ingress.	Poor	1963	Replace the SBS-modified bitumen membrane assembly and accessories (i.e., area drains, downspouts, etc.) at the main roof areas at end of service life. Regular maintenance, such as drain cleaning/removing debris, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Reserve Fund source.	Replacement	2 - Restore Functionality	61	35	0	1	2	Y	$194,000
14	B30 10 02.02	Asphalt Shingles - Replacement / Over Southeast Emergency Exit Deck	There are sloped roof areas above the one-story office/classroom section at the west side of the building and over the balcony at the southeast emergency exit. The sloped roof areas are protected by asphalt shingles and are drained via eavestroughs and downspouts. Observations and/or Provided Information: - No reported water ingress. - Asphalt shingles above the balcony at the southeast emergency exit understood to have been installed circa 2014.	Good	2014	Replace the asphalt shingles and accessories (i.e., eavestroughs/downspouts, metal flashings, etc.) at the sloped roof area above the balcony at the southeast emergency exit at end of service life. Regular maintenance, such as drain cleaning, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Reserve Fund source.	Replacement	3 - Future Renewal	10	25	15	15	1	Y	$6,000
15	B30 10 02.03	Asphalt Shingles - Replacement / One Story Office Section of the Building		Good	Unknown	Replace the asphalt shingles and accessories (i.e., eavestroughs/downspouts, metal flashings, etc.) at the sloped roof area above the office classroom section of the building. Regular maintenance, such as drain cleaning, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Reserve Fund source.	Repair Allowance	3 - Future Renewal	N/A	25	#VALUE!	16	1	Y	$32,000
16	B30 10 02.04	Asphalt Shingles - Repairs		Not Applicable	N/A	Repair the asphalt shingles and accessories at sloped roof as needed prior to full replacement (i.e., targeted repairs for water ingress, moss treatment). This work is shown in a single year, however, it will likely be spread over multiple years as concerns arise.	Repair Allowance	3 - Future Renewal	N/A	99	#VALUE!	5	1	Y	$5,000

CRFS Year
2024

Building Condition Assessment and Capital Plan Table
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Final - November 15, 2024

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Item #	ID (Photo)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Calc. Rem. Life (data check)	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
INTERIOR FINISHES AND EQUIPMENT															
Interior Finishes and Furnishings															
17	C10 20 03.00	Interior Doors - Repairs / Office, Classroom, Utility Spaces and Common Areas	There are painted interior doors between offices, classrooms, utility spaces and common areas.	Good	1963	Repaint and repair the interior doors on an as-needed bases. The interior doors may last the life of the building if properly maintained.	Repair Allowance	4 - Discretionary Renewal	61	15	0	5	1	Y	$2,000
18	C30 00 00.01	Interior Finishes - Wall and Ceiling Repainting / Hallways, Offices and Classrooms	The building's stairwells, hallways, offices and classrooms have painted gypsum and wood baseboards, trim, and crown molding. Observations and/or Provided Information: - Varying degrees of staining, faded finishes, and/or cracked finishes.	Fair	Varies	Replace the wood paneling, and paint interior ceilings, baseboards, and crown moldings, in the stairwells, hallways, offices, and classrooms at Parish Council's discretion to maintain aesthetics and address wear/tear. Kitchen and gymnasium are included in a separate line item.	Repair Allowance	4 - Discretionary Renewal	Varies	20	#VALUE!	5	1	Y	$56,000
19	C30 00 00.02	Interior Finishes - Flooring Replacement / Hallways, Offices and Classrooms	The flooring in the building is as follows: - Stairwells: Vinyl. - Hallways: Vinyl and carpet. - Offices: Carpet. - Classrooms: Carpet. - Lower Hall: Laminate. Observations and/or Provided Information: - No issues were reported.	Fair	Varies	Replace the varies interior flooring at the Parish Council's discretion to maintain aesthetics and address wear/tear. Kitchen and gymnasium are included in a separate line item.	Repair Allowance	4 - Discretionary Renewal	Varies	20	#VALUE!	11	1	Y	$40,000
20	C30 00 00.03	Interior Finishes and Furnishings - Refurbishment / Gymnasium	There is a gymnasium with a performance stage, located at the second floor, on the east side of the building, with the following interior finishes and furnishings: Walls: Painted Gypsum Board, Painted Wood Trim and Baseboard. Floors: Hard Wood Flooring. Ceilings: Painted Gypsum Board, Painted Wood Beams. Furnishings: Various Chairs, Tables, and Ladders. Sound and Light Equipment: The stage has various sound and lighting equipment used during performances, age and type of which varied greatly. Observations and/or Provided Information: - Varying degrees of staining, faded finishes, and/or cracked finishes.	Fair	Varies	Refurbish the interior finishes and furnishings in the gymnasium at the Parish Council's discretion to maintain aesthetics and address wear/tear.	Repair Allowance	4 - Discretionary Renewal	Varies	20	#VALUE!	6	1	Y	$208,000
21	C30 00 00.04	Interior Finishes and Furnishings - Refurbishment / Kitchen - Ground Level	There is a full commercial kitchen located on the ground floor with the following interior finishes and furnishings: Walls: Painted Gypsum Board and Wood Trim. Floors: Resilient Vinyl Finish. Ceilings: Painted Gypsum Board. Furnishings: Commercial Stainless Steel Counter Tops and Cabinets. Observations and/or Provided Information: - Varying degrees of staining, faded finishes, and/or cracked finishes.	Fair	Varies	Refurbish the interior finishes and furnishings in the kitchen at the Church's discretion to maintain aesthetics and address wear/tear. The plumbing fixtures and equipment in the kitchen are included in separate line items.	Repair Allowance	4 - Discretionary Renewal	Varies	20	#VALUE!	7	1	Y	$79,000

CRFS Year
2024

Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Hall Building and Surrounding Site Elements)
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COMPONENT			CONDITION ASSESSMENT			RECOMMENDATION			LIFECYCLE DATA					PROB COST	
Item #	ID (Photo)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Calc. Rem. Life (data check)	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
MECHANICAL SYSTEMS															
Plumbing Systems															
22	D20 10 01.01	Water Supply and Distribution / Underground and Throughout Building	Water for domestic service and the fire sprinkler system are provided by underground piping that runs from the City water main, entering the building through a ground floor mechanical room. The domestic water is distributed through copper piping (where visible). Observations and/or Provided Information: - No reported domestic water leaks.	Not Reviewed	1963	The main, below-grade water service lines may last the life of the building without requiring full replacement. If a repair is required, however, the cost can be very high because of the nature of the work (i.e. the need for excavation to expose the repair area). We recommend that you carry a minimum balance to allow for unforeseen repairs, such as repairs to buried service lines (refer to scenario summary for minimum balance maintained). Refer to the item below for the domestic water distribution within the building.	Not Applicable	Not Applicable	61	100	39	39		N	
23	D20 10 01.02	Water Supply and Distribution - Repairs / Throughout Building		Not Reviewed	1963	Perform repairs/replacement for the domestic water distribution piping and accessories (i.e. valves, pumps, etc.) on an as-needed basis. This line item assumes approximately 20% of piping and accessories will be completed per ten year cycle.	Repair Allowance	3 - Future Renewal	61	10	0	5	1	Y	$42,000
24	D20 10 01.03	Water Supply and Distribution - Investigation / Underground and Throughout Building		Not Applicable	N/A	Perform a targeted pipe investigation to determine current conditions (excluding hot water recirculation system), and to develop a repair/replacement strategy as necessary. The findings from this investigation will impact Item 23 (D20 10 01.02) above.	Study	4 - Discretionary Renewal	N/A	99	#VALUE!	3	1	Y	$7,000
25	D20 10 02.01	Plumbing Fixtures - Replacement / Washrooms	There are two (2) washrooms, one male (1) and one (1) female, two (2) accessed from the front entrance lobby area. The men's washroom includes the following plumbing fixtures: one (1) toilet, two (2) urinals, one (1) ceramic lavatory in a composite countertop, and one (1) ceiling-recessed exhaust fan. The women's washroom includes the following plumbing fixtures: two (2) toilets, one (1) ceramic lavatory in a composite countertop, and one (1) ceiling-recessed exhaust fan.	Fair	Varies	Replace/Refurbish the plumbing fixtures in the washrooms at end of service life. This work is shown in a single year, however, it will likely be spread over multiple years depending on when individual fixtures require work.	Replacement	3 - Future Renewal	Varies	20	#VALUE!	6	1	Y	$10,000
26	D20 10 02.02	Industrial Dishwasher - Replacement / Kitchen	There is an industrial dishwasher located in the Kitchen, on the lower level of the hall, specifications are included below: Make / Model # / Performance: Hobart / AM-14 / 53 Racks per Hour (Hot Water Sanitization)	Fair	Unknown	Replace the industrial dishwasher at end of service life. This work is timed to coincide with refurbishment of interior finishes at the kitchen (Item 22).	Replacement	3 - Future Renewal	#VALUE!	30	#VALUE!	7	1	Y	$21,000
27	D20 20 31.00	Water Heater Tank - Replacement / Hall Boiler Room	There is a commercial grade, electric hot water heater tank for the domestic water system, located in a mechanical room on the ground floor, accessible from the South side exterior of the Hall; tank information included below: John Wood Model No. E80TEM-45240, 80 U.S. Gal Tank Capacity	Good	2020	Replace the hot water tank at end of service life.	Replacement	3 - Future Renewal	4	15	11	11	1	Y	$13,000
28	D20 20 99.01	Backflow Preventer - Domestic Water - Replacement / Hall Boiler Room	There is a 1-1/2" Watts - Double Check Valve Assembly backflow preventer for the main water service line. According to its CRD testing tag, the main service backflow preventer was installed in 2020. Observations and/or Provided Information: - Backflow preventer was tested in 2023, but requires annual testing for 2024.	Good	2020	Replace the backflow preventer on the main service line at end of service life.	Replacement	3 - Future Renewal	4	15	11	11	1	Y	$4,000
29	D20 20 99.02	Backflow Preventer - Fire Sprinkler - Replacement / Hall Boiler Room	There is a 1-1/2" Watts - Double Check Valve Assembly backflow preventer for the fire sprinkler line. According to its CRD testing tag, the main service backflow preventer was installed in 2020. Observations and/or Provided Information: - Backflow preventer was tested in 2023, but requires annual testing for 2024.	Good	2020	Replace the backflow preventer on the fire sprinkler line at end of service life.	Replacement	3 - Future Renewal	4	15	11	11	1	Y	$3,000
30	D20 20 99.03	Backflow Preventer - Dishwasher - Replacement / Hall Kitchen	There is a 3/4" Watts - Double Check Valve Assembly backflow preventer for the dishwasher service line. According to its CRD testing tag, the main service backflow preventer was installed in 2013. Observations and/or Provided Information: - Backflow preventer was last tested in 2019, and requires annual testing for 2024.	Fair	2013	Replace the backflow preventer on the dishwasher line at end of service life. Ensure annual testing is performed as per CRD's Cross Connection Control requirements.	Replacement	3 - Future Renewal	11	15	4	4	1	Y	$3,000

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Item #	ID (Photo)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Calc. Rem. Life (data check)	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
Drainage Systems															
31	D20 30 00.01	Sanitary and Storm / Underground Lines	Sanitary effluent is carried from building plumbing fixtures to an outgoing sanitary drain line via interior piping. The majority of the interior piping is concealed by interior finishes. The main roof stormwater is discharged by area drains, and carried to an outgoing stormwater drain line. There is below-grade, perimeter drainage around the building. Sanitary and stormwater outflow from the complex is carried by underground piping (where connected) and accepted by City lines. These buried lines were not visible for review.	Not Reviewed	1963	The buried sanitary/storm lines may last the life of the complex without major repairs. However, if a repair or replacement is required the cost is typically very high given the need for excavation/access and for replacement of overburden and/or finishes. We recommend that you carry a minimum balance in the Reserve Fund (as opposed to including a specific amount in this line item) to allow for unforeseen repairs, such as repairs to buried service lines. Refer to Scenario Summary for minimum balance maintained. To help avoid major concerns, we have included regular scoping and flushing (see below).	Not Applicable	Not Applicable	61	100	39	100		N	
32	D20 30 00.02	Sanitary and Storm - Camera Scope and Flush / Underground Lines	Observations and/or Provided Information: - No issues were reported.	Not Applicable	1963	Camera scope and power flush the main buried sanitary and storm drain lines, and perimeter drainage every five years or so. Scoping allows for pipe conditions to be monitored. Flushing helps to clear and prevent blockage and helps to achieve a long service life. The cost is only for the camera scope and power flush, as the scope of work for repairs (if needed) will be highly variable depending on the findings.	Contingency	4 - Discretionary Renewal	61	5	5	3	1	Y	$4,000
33	D20 30 00.03	Storm Water - Eavestroughs and Downspouts / Around Building	There are eavestroughs and downspouts around the roofline and directed down to underground stormwater drain Observations and/or Reported Repairs: - There are punctures in multiple copper downspouts	Poor	1963	Replace/Repair the eavestroughs and downspouts at end of service life. The copper eavestroughs/downspouts may be replaced with a more cost effective choice, such as steel.	Contingency	4 - Discretionary Renewal	61	35	5	1	2	Y	$30,000
HVAC															
34	D30 30 02.00	Ceiling Fans - Replacement / Gymnasium	There are ceiling mounted fans, providing ventilation, and cooling inside the gym space. Observations and/or Reported Information: - Ceiling fans are not operational.	Not Applicable	1963	Replace the ceiling fans at end of service life.	Replacement	1 - Immediate	61	25	0	0	1	Y	$15,000
35	D30 50 06.01	Electric Baseboard Heaters - Replacement / Office, Classrooms, and Lower Hall Area	There are electric baseboard heaters at various locations throughout the main, and lower floors of the Hall building, including: offices, classrooms, and the lower hall area. Observations and/or Provided Information: - Electric baseboards are operated by multiple wall-mounted thermostats.	Fair	Varies	Replace the electric baseboard heaters at end of service life. This cost is shown in a single year, however, it may be spread over multiple years.	Replacement	4 - Discretionary Renewal	Varies	30	#VALUE!	5	1	Y	$12,000
36	D30 50 06.02	Hydronic Baseboard Heaters - Replacement / Throughout	There are hydronic baseboard heaters installed in the gymnasium, stage area, and isolated locations throughout the building. Observations and/or Provided Information: - Hydronic baseboard heaters are not functioning. - The Hall's water heater capacity is understood to not currently be sufficient for hydronic heating and domestic hot water needs.	Fair	1963	Replace the hydronic baseboard heaters at end of service life. Alternatively, replace the hydronic baseboard heaters with an electric equivalent, due to the current lack of hot water heating capacity.	Replacement	1 - Immediate	61	30	0	0	1	Y	$21,000
37	D30 50 06.03	Fan Heaters - Replacement / Throughout	There are electric fan heaters, wall-mounted at various locations throughout the building, including: hallways, bathrooms, stage and, the lower hall area. Observations and/or Provided Information: - Fan heaters age of installation was estimated.	Fair	2010	Replace the electric fan heaters at end of service life. This cost is shown in a single year, however, it may be spread over multiple years.	Replacement	4 - Discretionary Renewal	14	25	11	11	1	Y	$20,000
38	D30 60 02.00	HVAC Controls - Replacement / Throughout	There are HVAC controls wall-mounted at various locations throughout the building, including: hallways, stairwells, bathrooms and gymnasium. Observations and/or Provided Information: - Each heating unit seemed to be operated by a different thermostat/control.	Fair	2010	Replace/Upgrade the HVAC controls systems at end of service life, or as-needed to improve controls system (i.e. Provide central control unit for all systems)	Replacement	4 - Discretionary Renewal	14	25	11	11	1	Y	$8,000

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COMPONENT			CONDITION ASSESSMENT			RECOMMENDATION			LIFECYCLE DATA					PROB COST	
Item #	ID (Photo)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Calc. Rem. Life (data check)	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
FIRE AND LIFE SAFETY SYSTEMS															
Suppression Systems															
39	D40 10 03.00	Sprinkler System - Repairs / Hall Boiler Room - Stage	The ground floor boiler room, stage, and the "attic" level storage area accessible from the stage, near the south-west corner of the Hall building, are equipped with a wet fire sprinkler system. The system includes distribution piping, sprinkler heads, valves, and a backflow preventer. Observations and/or Provided Information: - Backflow inspection tags appeared up-to-date.	Fair	1963	The majority of the fire sprinkler system may last the life of the building with proper inspection and maintenance however, we have included an allowance for localized repairs (sprinkler heads, valves, etc.) as necessary. Continue annual inspections as required by the Fire Code (assumed to be a maintenance activity). Sprinkler systems should be inspected according to Fire Code requirements (which refer to NFPA standards that dictate specific inspection requirements for the various system types, including annual inspections and specific inspections at milestone years). Systems that fail to meet the inspection criteria are required to be repaired, and in cases where there is significant deterioration, they may be required to be partly or fully replaced.	Repair Allowance	3 - Future Renewal	61	15	0	5	1	Y	$8,000
ELECTRICAL SYSTEMS															
Main Electrical Equipment															
40	D50 10 03.01	Main Distribution Equipment - Replacement / Hall Boiler Room - Kitchen	There is a main electric distribution enclosure, located in the boiler room on the ground floor, accessed from the Hall's exterior, with the following equipment: Main Circuit Breaker: 400 Amp Secondary Circuit Breakers: 3 x 100 Amp ('Church - Unused', 'Entry Floor & Lower Hall', and 'Main Hall'), 60 Amp x 6 ('Range', 'Boiler Room', 'New Stove', 'Boiler Room', 'Dishwasher', and 'Booster'), and 30 Amp x 1 ('HW Tank'). There are electrical safety switch enclosures (manufactured by Westinghouse), located in the Kitchen on the ground floor, underneath the counter, with the following equipment: Safety Switches: 60 Amp x 2 ("Dishwasher", and "Hot Water Booster")	Fair	1963	Replace the main electrical distribution equipment at end of service life. This work may be spread over a number of years, as individual components may require replacement at substantially different times (if at all) during the life of the complex. We also recommend regular inspection (including infrared scan), and isolation/check and cleaning as part of the maintenance program (see item below). With proper maintenance, outlined in the CSA Z463-18 standard, the equipment may last an extended period of time.	Replacement	3 - Future Renewal	61	40	0	10	4	Y	$22,000
41	D50 10 03.02	Main Distribution Equipment - Inspection / Hall Boiler Room - Kitchen	Observations and/or Provided Information: - Some main electrical equipment was Power Cleaned by JET VAC in 1989. - Amperage of unlabeled safety switches was obtained from original electrical plan drawing.	Not Applicable	N/A	Complete inspection (including infrared scan), and cleaning of the main electrical distribution equipment.	Study	4 - Discretionary Renewal	N/A	5	#VALUE!	1	1	Y	$4,000
42	D50 10 05.00	Branch Circuit Panels - Replacement / Various Locations	There are electrical branch circuit distribution panels at various locations, described below: Mechanical Room (Boiler Room) - Ground Floor: "Panel A": 125 Amp, 32 Circuit Openings Hallway - Ground Floor: "Panel B": 200 Amp, 24 Circuit Openings Stage Area - Upper Floor: "Panel C": 200 Amp, 24 Circuit Openings	Fair	1963	Replace the electrical branch circuit distribution panels at end of service life. This work may be spread over a number of years, as individual components may require replacement at substantially different times (if at all) during the life of the complex. We also recommend regular inspection (including infrared scan), and isolation/check and cleaning as part of the maintenance program (see item above). With proper maintenance, outlined in the CSA Z463-18 standard, the equipment may last an extended period of time. Unsealed openings in the electrical rooms/enclosures should be properly sealed to ensure continuity of the firestopping per Code requirements. The cost for this is expected to be covered out of the Operating Budget or other non-Reserve Fund source.	Replacement	3 - Future Renewal	61	40	0	10	4	Y	$12,000
43	D50 10 99.00	Electrical Wiring / Throughout	Electrical wiring is generally concealed, or have armored cabling where visible.	Not Applicable	1963	Electrical wiring is expected to last the life of the building, no capital expenditures are included.	Not Applicable	Not Applicable	61	100	39	39		N	

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Item #	ID (Photo)	Type / Location	Description and History	Condition	Actual or Estimated Year When New	Recommendation	Type	Priority	Age in 2024	Typ Life Cycle	Calc. Rem. Life (data check)	Est Life Rem	Proj Dur (yrs)	Include Item in Capital Plan? (Y/N)	Estimated Budget Required (2024 Dollars)
Lighting															
44	D50 20 02.01	Interior Lighting - Replacement / Hallways, Stairwells, Offices, Classrooms, and Gymnasium	There are ceiling-mounted and wall-mounted light fixtures throughout the building. There are ceiling-hung, chandelier lighting in the gymnasium, and ceiling-mounted, tubular light fixtures in other areas/utility spaces. Observations and/or Provided Information: - No issues were reported.	Fair	1963	Replace the interior light fixtures throughout the building at end of service life / at the Parish Council's discretion. This work is shown phased over multiple years, with the assumption that lighting will be replaced/updated coincidentally with other interior refurbishment work/on an as-needed basis.	Replacement	4 - Discretionary Renewal	61	25	0	6	5	Y	$11,000
45	D50 20 02.02	Exterior Lighting / Exterior Walls of the Building - Replacement	There are wall mounted light fixtures around the exterior of the building.	Fair	1963	Replace the exterior light fixtures around the building at end of service life. The service life of the individual fixtures will vary, and some components may last an extended period of time with proper maintenance.	Replacement	4 - Discretionary Renewal	61	25	0	6	2	Y	$2,000
46	D50 20 99.00	Emergency Lighting / Paths of Egress - Replacement	There is emergency lighting installed throughout the building, and emergency exit lighting signs installed at the three (3) emergency exits. Observations and/or Provided Information: - Cantec Fire Alarm Systems last performed testing in June 2023, at the time of the site review.	Fair	Varies	Replace the emergency and exit lighting at end of service life. Ensure the replacement exit lighting meets current Code requirements (i.e., include 'running man' images). Replacement of batteries/individual fixtures expected to be completed as needed out of the Operating Budget, or other non-Reserve Fund source.	Replacement	3 - Future Renewal	Varies	25	#VALUE!	4	1	Y	$8,000
Detection and Alarm Systems															
47	D50 30 01.00	Fire Alarm System - Replacement / Throughout	The building is equipped with a fire alarm system, including detection and signaling devices (i.e., manual pull stations, heat detectors, bells). The fire alarm battery cabinet is located in the boiler room. Observations and/or Provided Information: - Cantec Fire Alarm Systems last performed testing in June 2023, but still requires 2024 annual test.	Fair	Varies	Replace the fire alarm panel and remote annunciator panels at end of service life, including an allowance to replace wiring and devices. Since the system is older, it may be difficult to source replacement parts, which may lead to a health and safety concern. Continue annual inspections as required by the Fire Code (assumed to be a maintenance activity).	Replacement	3 - Future Renewal	Varies	25	#VALUE!	10	1	Y	$33,000
SITE															
Site Improvements															
48	G20 10 00.01	Asphalt Pavement - Resurfacing / Parking Areas	There is a parking lot located to the south of the building with access via St. George's Lane. It is understood to be shared with the neighboring building, and the costs for the area have been calculated assuming the Church will cover half of the expenses. Observations and/or Provided Information: - No major cracking, differential movement, or potholes/subsidence visible during review.	Good	Unknown	Resurface the asphalt pavement at parking area to the south of the building at end of service life. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Reserve Fund source.	Repair Allowance	4 - Discretionary Renewal	N/A	35	#VALUE!	25	1	Y	$33,000
49	G20 10 00.02	Asphalt Pavement - Repairs / Parking Areas		Not Applicable	N/A	Repair the asphalt pavement to the south of the building on an as-needed basis (i.e., crack repairs, filling pot holes).	Repair Allowance	4 - Discretionary Renewal	Varies	15	#VALUE!	5	1	Y	$4,000
50	G20 30 00.00	Hard Landscaping - Concrete Walkways	There is a concrete-paved walkway, ramp, and stair at the main entrance of the one-storey section of the building. Observations and/or Provided Information: - Minor staining and/or organic growth in various locations. - Exposed rebar near the front entrance.	Good	1963	Repair the concrete walkways and patios on an as-needed basis. Full replacement is not expected within the study period of the Report, and is not included in the Capital Plan. The cost is shown in a single year, however, it may be spread over multiple years. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Reserve Fund source.	Repair Allowance	4 - Discretionary Renewal	61	15	0	7	1	Y	$1,000
51	G20 50 00.00	Soft Landscaping / Throughout Site	Soft landscaping includes sod, trees, top soil, and shrubs, around the site.	Good	1963	Carry an allowance to perform larger soft landscaping work on an as-needed basis.	Contingency	4 - Discretionary Renewal	61	3	0	2	1	Y	$2,000
PROFESSIONAL SERVICES															
52	P10 00 00	Contingency Reserve Fund Study	The Contingency Reserve Fund Study is a dynamic document which will change over time as repairs/replacements are carried out and interest/inflation rates change.	Not Applicable	2024	Complete Contingency Reserve Fund Study updates. The first iteration of this work is for this report.	Study	Not Applicable	0	5	5	0	1	Y	$7,000

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Item #	ID (Photo)	Type / Location	Recommendation	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
				$45,200	$118,200	$162,700	$73,700	$13,200	$223,000	$288,200	$104,200	$8,200	$2,200	$50,700	$102,500	$8,500	$12,500	$2,000	$58,000	$36,000	$48,500	$50,500	$3,000	$23,000	$4,000	$1,000	$6,000	$0	$156,000	$244,000	$79,000	$13,000	$10,000
STRUCTURE																																	
Substructure																																	
1	A10 00 00.01	Foundations / Below-Grade	The foundation and foundation walls are expected to last the life of the building with no anticipated major capital expenditures. Isolated repairs will likely be required on an as-needed basis (see item below).																															
2	A10 00 00.02	Foundations - Repairs / Below-Grade	Complete localized repairs at the foundation walls, potentially including exterior damp/waterproofing, as needed to address water ingress or other concerns.						$3,000										$3,000										$3,000					
3	A10 30 00.00	Slab-on-Grade / Ground Floor	The slab-on-grade and cementitious covering is expected to last the life of the building with no anticipated major capital expenditures. Generally, cracks in concrete slab-on-grade and cementitious covering are normal, and should not pose a risk unless there is differential settlement and/or spalled sections of materials.																															
Superstructure																																	
4	B10 00 00.00	Building Frame / Above Grade	Interior protected structural components are expected to last the life of the building. No major capital expenditures are anticipated.																															
5	B10 10 04.01	Balcony, Vinyl Waterproofing - Replacement / Southeast Corner of Building	Replace the vinyl waterproofing membrane at the balcony at the southeast corner of the building at end of service life.				$9,000																									$9,000		
6	B10 10 04.02	Balcony, Guardrails - Replacement/ Southeast Corner of Building	Replace the balcony guardrail at the balcony at the southeast corner of the building at end of service life. This work is timed to coincide with every second waterproofing membrane replacement project.				$5,000																											
BUILDING ENVELOPE																																	
Exterior Walls																																	
7	B20 10 01.01	Stucco Cladding - Replacement / Exterior Walls	Full replacement of the exterior wall cladding at the Hall is not included within the study period. If properly maintained/repaired (see item below), the stucco cladding may perform as intended for an extended period of time.																															
8	B20 10 01.02	Stucco Cladding - Recoat and Repair / Exterior Walls	Repair, replace, and/or repaint exterior wall cladding and accessories at the Hall building as needed. The first iteration of the work should address the warped/damage wood cladding, cracked CMUs, and heavily stained areas of the walls noted during the review. Exterior joint sealant was not observed during the review, however, it may be installed at transition details if determined to be necessary to help ensure continuity of the building envelope.			$43,000	$43,000															$43,000	$43,000											
9	B20 10 08.00	Soffits - Restain and Repair / Roof Overhangs	Repair/Repaint the soffits at the Hall building on an as-needed basis. This work is timed to coincide with exterior wall repainting/repairs. Full replacement of the soffits is not anticipated within the study period.			$3,500	$3,500															$3,500	$3,500											
Windows and Doors																																	
10	B20 20 01.01	Exterior Windows - Replacement / Throughout Building Elevations	Replace the windows at the Hall building at end of service life. Upgraded window assemblies, including insulating glass units (IGUs) instead of single-glazed units, will help improve the energy efficiency of the building and occupant comfort.						$63,000	$63,000																								
11	B20 20 01.02	Exterior Windows - Repairs / Throughout Building Elevations	Replace failed glazing and damaged windows on an as-needed basis leading up to the full replacement project referenced in the line item above. Replacement/Repairs for the weatherstripping and hardware is assumed to be completed as part of the Operating Budget, or other non-Reserve Fund source.	$2,200	$2,200	$2,200	$2,200	$2,200																										
12	B20 30 02.00	Metal Swing Doors - Entrances / Replacement	Replace the metal swing doors at the Hall building at end of service life. Replacement/Repairs for the weatherstripping and hardware, and adjustments to ensure proper operation, is assumed to be completed as part of the Operating Budget, or other non-Reserve Fund source.						$19,000																								

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				$45,200	$118,200	$162,700	$73,700	$13,200	$223,000	$288,200	$104,200	$8,200	$2,200	$50,700	$102,500	$8,500	$12,500	$2,000	$58,000	$36,000	$48,500	$50,500	$3,000	$23,000	$4,000	$1,000	$6,000	$0	$156,000	$244,000	$79,000	$13,000	$10,000
Roofs																																	
13	B30 10 02.01	SBS Modified Bitumen Assembly - Replacement / Low-Sloped Main Roof Areas	Replace the SBS-modified bitumen membrane assembly and accessories (i.e., area drains, downspouts, etc.) at the main roof areas at end of service life. Regular maintenance, such as drain cleaning/removing debris, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Reserve Fund source.		$97,000	$97,000																												
14	B30 10 02.02	Asphalt Shingles - Replacement / Over Southeast Emergency Exit Deck	Replace the asphalt shingles and accessories (i.e., eavestroughs/downspouts, metal flashings, etc.) at the sloped roof area above the balcony at the southeast emergency exit at end of service life. Regular maintenance, such as drain cleaning, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Reserve Fund source.																$6,000															
15	B30 10 02.03	Asphalt Shingles - Replacement / One Story Office Section of the Building	Replace the asphalt shingles and accessories (i.e., eavestroughs/downspouts, metal flashings, etc.) at the sloped roof area above the office classroom section of the building. Regular maintenance, such as drain cleaning, should be completed at least semi-annually, assumed to be covered from the Operating Budget or other non-Reserve Fund source.																$32,000															
16	B30 10 02.04	Asphalt Shingles - Repairs	Repair the asphalt shingles and accessories at sloped roof as needed prior to full replacement (i.e., targeted repairs for water ingress, moss treatment). This work is shown in a single year, however, it will likely be spread over multiple years as concerns arise.						$5,000																								
INTERIOR FINISHES AND EQUIPMENT																																	
Interior Finishes and Furnishings																																	
17	C10 20 03.00	Interior Doors - Repairs / Office, Classroom, Utility Spaces and Common Areas	Repaint and repair the interior doors on an as-needed bases. The interior doors may last the life of the building if properly maintained.						$2,000															$2,000									
18	C30 00 00.01	Interior Finishes - Wall and Ceiling Repainting / Hallways, Offices and Classrooms	Replace the wood paneling, and paint interior ceilings, baseboards, and crown moldings, in the stairwells, hallways, offices, and classrooms at Parish Council's discretion to maintain aesthetics and address wear/tear. Kitchen and gymnasium are included in a separate line item.						$56,000																				$56,000				
19	C30 00 00.02	Interior Finishes - Flooring Replacement / Hallways, Offices and Classrooms	Replace the varies interior flooring at the Parish Council's discretion to maintain aesthetics and address wear/tear. Kitchen and gymnasium are included in a separate line item.												$40,000																		
20	C30 00 00.03	Interior Finishes and Furnishings - Refurbishment / Gymnasium	Refurbish the interior finishes and furnishings in the gymnasium at the Parish Council's discretion to maintain aesthetics and address wear/tear.							$208,000																			$208,000				
21	C30 00 00.04	Interior Finishes and Furnishings - Refurbishment / Kitchen - Ground Level	Refurbish the interior finishes and furnishings in the kitchen at the Church's discretion to maintain aesthetics and address wear/tear. The plumbing fixtures and equipment in the kitchen are included in separate line items.								$79,000																				$79,000			

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				$45,200	$118,200	$162,700	$73,700	$13,200	$223,000	$288,200	$104,200	$8,200	$2,200	$50,700	$102,500	$8,500	$12,500	$2,000	$58,000	$36,000	$48,500	$50,500	$3,000	$23,000	$4,000	$1,000	$6,000	$0	$156,000	$244,000	$79,000	$13,000	$10,000
MECHANICAL SYSTEMS																																	
Plumbing Systems																																	
22	D20 10 01.01	Water Supply and Distribution / Underground and Throughout Building	The main, below-grade water service lines may last the life of the building without requiring full replacement. If a repair is required, however, the cost can be very high because of the nature of the work (i.e. the need for excavation to expose the repair area). We recommend that you carry a minimum balance to allow for unforeseen repairs, such as repairs to buried service lines (refer to scenario summary for minimum balance maintained). Refer to the item below for the domestic water distribution within the building.																															
23	D20 10 01.02	Water Supply and Distribution - Repairs / Throughout Building	Perform repairs/replacement for the domestic water distribution piping and accessories (i.e. valves, pumps, etc.) on an as-needed basis. This line item assumes approximately 20% of piping and accessories will be completed per ten year cycle.						$42,000										$42,000										$42,000				
24	D20 10 01.03	Water Supply and Distribution - Investigation / Underground and Throughout Building	Perform a targeted pipe investigation to determine current conditions (excluding hot water recirculation system), and to develop a repair/replacement strategy as necessary. The findings from this investigation will impact Item 23 (D20 10 01.02) above.				$7,000																										
25	D20 10 02.01	Plumbing Fixtures - Replacement / Washrooms	Replace/Refurbish the plumbing fixtures in the washrooms at end of service life. This work is shown in a single year, however, it will likely be spread over multiple years depending on when individual fixtures require work.							$10,000																				$10,000			
26	D20 10 02.02	Industrial Dishwasher - Replacement / Kitchen	Replace the industrial dishwasher at end of service life. This work is timed to coincide with refurbishment of interior finishes at the kitchen (Item 22).								$21,000																						
27	D20 20 31.00	Water Heater Tank - Replacement / Hall Boiler Room	Replace the hot water tank at end of service life.												$13,000																$13,000			
28	D20 20 99.01	Backflow Preventer - Domestic Water - Replacement / Hall Boiler Room	Replace the backflow preventer on the main service line at end of service life.												$4,000																$4,000			
29	D20 20 99.02	Backflow Preventer - Fire Sprinkler - Replacement / Hall Boiler Room	Replace the backflow preventer on the fire sprinkler line at end of service life.												$3,000																$3,000			
30	D20 20 99.03	Backflow Preventer - Dishwasher - Replacement / Hall Kitchen	Replace the backflow preventer on the dishwasher line at end of service life. Ensure annual testing is performed as per CRD's Cross Connection Control requirements.					$3,000															$3,000										

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				$45,200	$118,200	$162,700	$73,700	$13,200	$223,000	$288,200	$104,200	$8,200	$2,200	$50,700	$102,500	$8,500	$12,500	$2,000	$58,000	$36,000	$48,500	$50,500	$3,000	$23,000	$4,000	$1,000	$6,000	$0	$156,000	$244,000	$79,000	$13,000	$10,000
Drainage Systems																																	
31	D20 30 00.01	Sanitary and Storm / Underground Lines	The buried sanitary/storm lines may last the life of the complex without major repairs. However, if a repair or replacement is required the cost is typically very high given the need for excavation/access and for replacement of overburden and/or finishes. We recommend that you carry a minimum balance in the Reserve Fund (as opposed to including a specific amount in this line item) to allow for unforeseen repairs, such as repairs to buried service lines. Refer to Scenario Summary for minimum balance maintained. To help avoid major concerns, we have included regular scoping and flushing (see below).																															
32	D20 30 00.02	Sanitary and Storm - Camera Scope and Flush / Underground Lines	Camera scope and power flush the main buried sanitary and storm drain lines, and perimeter drainage every five years or so. Scoping allows for pipe conditions to be monitored. Flushing helps to clear and prevent blockage and helps to achieve a long service life. The cost is only for the camera scope and power flush, as the scope of work for repairs (if needed) will be highly variable depending on the findings.				$4,000					$4,000					$4,000					$4,000									$4,000		
33	D20 30 00.03	Storm Water - Eavestroughs and Downspouts / Around Building	Replace/Repair the eavestroughs and downspouts at end of service life. The copper eavestroughs/downspouts may be replaced with a more cost effective choice, such as steel.		$15,000	$15,000																											
HVAC																																	
34	D30 30 02.00	Ceiling Fans - Replacement / Gymnasium	Replace the ceiling fans at end of service life.	$15,000																									$15,000				
35	D30 50 06.01	Electric Baseboard Heaters - Replacement / Office, Classrooms, and Lower Hall Area	Replace the electric baseboard heaters at end of service life. This cost is shown in a single year, however, it may be spread over multiple years.						$12,000																								
36	D30 50 06.02	Hydronic Baseboard Heaters - Replacement / Throughout	Replace the hydronic baseboard heaters at end of service life. Alternatively, replace the hydronic baseboard heaters with an electric equivalent, due to the current lack of hot water heating capacity.	$21,000																													
37	D30 50 06.03	Fan Heaters - Replacement / Throughout	Replace the electric fan heaters at end of service life. This cost is shown in a single year, however, it may be spread over multiple years.												$20,000																		
38	D30 60 02.00	HVAC Controls - Replacement / Throughout	Replace/Upgrade the HVAC controls systems at end of service life, or as-needed to improve controls system (i.e. Provide central control unit for all systems)												$8,000																		
FIRE AND LIFE SAFETY SYSTEMS																																	
Suppression Systems																																	
39	D40 10 03.00	Sprinkler System - Repairs / Hall Boiler Room - Stage	The majority of the fire sprinkler system may last the life of the building with proper inspection and maintenance however, we have included an allowance for localized repairs (sprinkler heads, valves, etc.) as necessary. Continue annual inspections as required by the Fire Code (assumed to be a maintenance activity). Sprinkler systems should be inspected according to Fire Code requirements (which refer to NFPA standards that dictate specific inspection requirements for the various system types, including annual inspections and specific inspections at milestone years). Systems that fail to meet the inspection criteria are required to be repaired, and in cases where there is significant deterioration, they may be required to be partly or fully replaced.						$8,000																$8,000									

CRFS Year
2024

Building Condition Assessment and Capital Plan Table
St. George The Martyr Church (The Hall Building and Surrounding Site Elements)
Final - November 15, 2024

COMPONENT			RECOMMENDATION	CAPITAL PLAN									Yr. 10									Yr. 20										Yr. 30
Item #	ID (Photo)	Type / Location	Recommendation	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053
				$45,200	$118,200	$162,700	$73,700	$13,200	$223,000	$288,200	$104,200	$8,200	$2,200	$50,700	$102,500	$8,500	$12,500	$2,000	$58,000	$36,000	$48,500	$50,500	$3,000	$23,000	$4,000	$1,000	$6,000	$0	$156,000	$244,000	$79,000	$13,000	$10,000
ELECTRICAL SYSTEMS																																	
Main Electrical Equipment																																	
40	D50 10 03.01	Main Distribution Equipment - Replacement / Hall Boiler Room - Kitchen	Replace the main electrical distribution equipment at end of service life. This work may be spread over a number of years, as individual components may require replacement at substantially different times (if at all) during the life of the complex. We also recommend regular inspection (including infrared scan), and isolation/check and cleaning as part of the maintenance program (see item below). With proper maintenance, outlined in the CSA Z463-18 standard, the equipment may last an extended period of time.											$5,500	$5,500	$5,500	$5,500																	
41	D50 10 03.02	Main Distribution Equipment - Inspection / Hall Boiler Room - Kitchen	Complete inspection (including infrared scan), and cleaning of the main electrical distribution equipment.		$4,000					$4,000					$4,000					$4,000					$4,000					$4,000			
42	D50 10 05.00	Branch Circuit Panels - Replacement / Various Locations	Replace the electrical branch circuit distribution panels at end of service life. This work may be spread over a number of years, as individual components may require replacement at substantially different times (if at all) during the life of the complex. We also recommend regular inspection (including infrared scan), and isolation/check and cleaning as part of the maintenance program (see item above). With proper maintenance, outlined in the CSA Z463-18 standard, the equipment may last an extended period of time. Unsealed openings in the electrical rooms/enclosures should be properly sealed to ensure continuity of the firestopping per Code requirements. The cost for this is expected to be covered out of the Operating Budget or other non-Reserve Fund source.											$3,000	$3,000	$3,000	$3,000																	
43	D50 10 99.00	Electrical Wiring / Throughout	Electrical wiring is expected to last the life of the building, no capital expenditures are included.																														
Lighting																																	
44	D50 20 02.01	Interior Lighting - Replacement / Hallways, Stairwells, Offices, Classrooms, and Gymnasium	Replace the interior light fixtures throughout the building at end of service life / at the Parish Council's discretion. This work is shown phased over multiple years, with the assumption that lighting will be replaced/updated coincidentally with other interior refurbishment work/on an as-needed basis.							$2,200	$2,200	$2,200	$2,200	$2,200																			
45	D50 20 02.02	Exterior Lighting / Exterior Walls of the Building - Replacement	Replace the exterior light fixtures around the building at end of service life. The service life of the individual fixtures will vary, and some components may last an extended period of time with proper maintenance.							$1,000	$1,000																						
46	D50 20 99.00	Emergency Lighting / Paths of Egress - Replacement	Replace the emergency and exit lighting at end of service life. Ensure the replacement exit lighting meets current Code requirements (i.e., include 'running man' images). Replacement of batteries/individual fixtures expected to be completed as needed out of the Operating Budget, or other non-Reserve Fund source.					$8,000																								$8,000
Detection and Alarm Systems																																	
47	D50 30 01.00	Fire Alarm System - Replacement / Throughout	Replace the fire alarm panel and remote annunciator panels at end of service life, including an allowance to replace wiring and devices. Since the system is older, it may be difficult to source replacement parts, which may lead to a health and safety concern. Continue annual inspections as required by the Fire Code (assumed to be a maintenance activity).											$33,000																			
SITE																																	
Site Improvements																																	
48	G20 10 00.01	Asphalt Pavement - Resurfacing / Parking Areas	Resurface the asphalt pavement at parking area to the south of the building at end of service life. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Reserve Fund source.																										$33,000				
49	G20 10 00.02	Asphalt Pavement - Repairs / Parking Areas	Repair the asphalt pavement to the south of the building on an as-needed basis (i.e., crack repairs, filling pot holes).						$4,000															$4,000								
50	G20 30 00.00	Hard Landscaping - Concrete Walkways	Repair the concrete walkways and patios on an as-needed basis. Full replacement is not expected within the study period of the Report, and is not included in the Capital Plan. The cost is shown in a single year, however, it may be spread over multiple years. Removal of organic growth/cleaning should be completed as part of regular maintenance, covered out of the Operating Budget, or other non-Reserve Fund source.								$1,000														$1,000							
51	G20 50 00.00	Soft Landscaping / Throughout Site	Carry an allowance to perform larger soft landscaping work on an as-needed basis.			$2,000			$2,000			$2,000			$2,000			$2,000			$2,000			$2,000			$2,000			$2,000		$2,000
PROFESSIONAL SERVICES																																	
52	P10 00 00	Contingency Reserve Fund Study	Complete Contingency Reserve Fund Study updates. The first iteration of this work is for this report.	$7,000					$7,000					$7,000					$7,000					$7,000					$7,000				

APPENDIX H:
PHOTOSHEET – THE HALL BUILDING AND SURROUNDING SITE ELEMENTS

Photo - B10 10 04.01 - Balcony, Vinyl Waterproofing - Replacement / Southeast Corner of Building

Photo - B10 10 04.02 - Balcony, Guardrails - Replacement/ Southeast Corner of Building

Photo - B20 10 01.01 - Stucco Cladding - Replacement / Exterior Walls

Photo - B20 20 01.01 - Exterior Windows, Wood-Framed - Replacement / Throughout Building Elevations

Photo - B20 30 02.00 - Metal Swing Doors - Entrances / Replacement

Photo - B30 10 02.01 - SBS Modified Bitumen Assembly - Replacement / Low-Sloped Main Roof Areas

Photo - B30 10 02.02 - Asphalt Shingles - Replacement / Over Southeast Emergency Exit Deck

Photo - B30 10 02.03 - Asphalt Shingles - Replacement / One Story Office Section of the Building

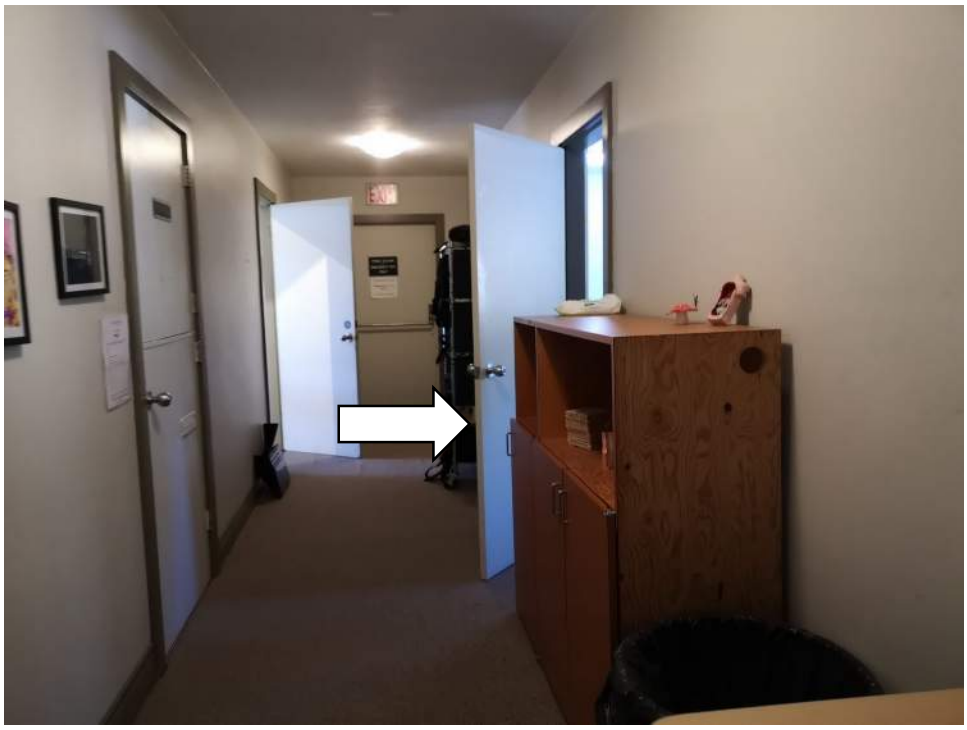

Photo - C10 20 03.00 - Interior Doors - Repairs / Office, Classroom, Utility Spaces and Common Areas

Photo - C30 00 00.01 - Interior Finishes - Wall and Ceiling Repainting / Hallways, Offices and Classrooms

Photo - C30 00 00.03 - Interior Finishes and Furnishings - Refurbishment / Gymnasium

Photo - C30 00 00.04 - Interior Finishes and Furnishings - Refurbishment / Kitchen - Ground Level

Photo - D20 10 02.01 - Plumbing Fixtures - Replacement / Washrooms

Photo - D20 20 31.00 - Water Heater Tank - Replacement / Halll Boiler Room

Photo - D20 30 00.03 - Storm Water - Eavestroughs and Downspouts / Around Building

Photo - D30 30 02.00 - Ceiling Fans - Replacement / Gymnasium

Photo - D30 50 06.01 - Electric Baseboard Heaters - Replacement / Office, Classrooms, and Lower Hall Area

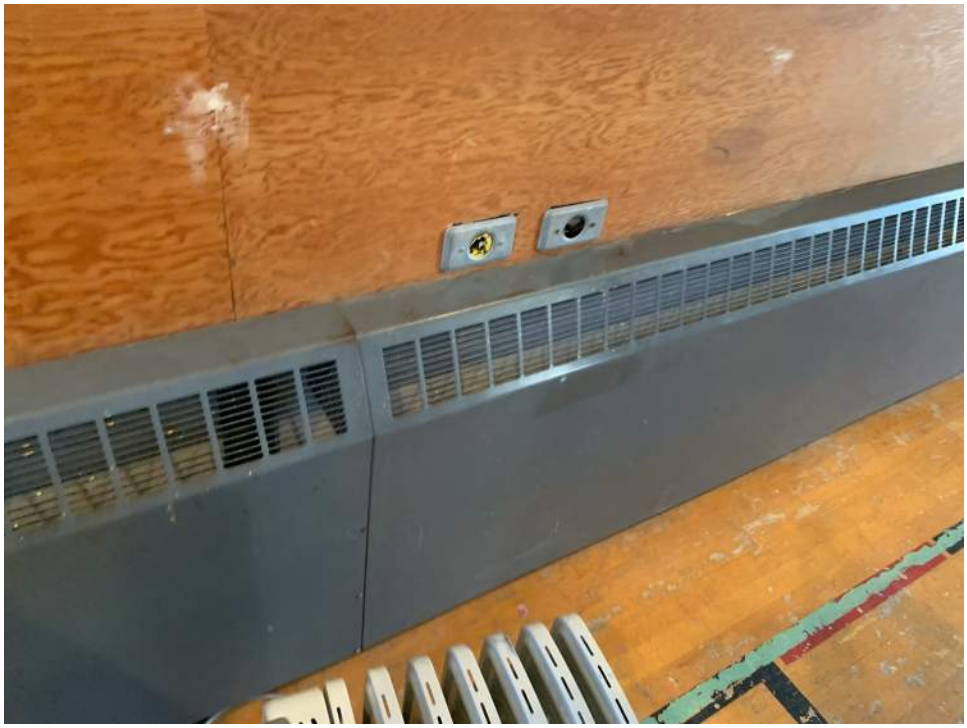

Photo - D30 50 06.02 - Hydronic Baseboard Heaters - Replacement / Throughout

Photo - D30 60 02.00 - HVAC Controls - Replacement / Throughout

Photo - D50 10 03.01 - Main Distribution Equipment - Replacement / Hall Boiler Room - Kitchen

Photo - D50 10 05.00 - Branch Circuit Panels - Replacement / Various Locations

Photo - D50 20 02.01 - Interior Lighting - Replacement / Hallways, Stairwells, Offices, Classrooms, and Gymnasium

Photo - D50 20 02.02 - Exterior Lighting – Replacement

Photo - D50 20 99.00 - Emergency Lighting - Replacement

Photo - D50 30 01.00 - Fire Alarm System - Replacement / Throughout

Photo - G20 10 00.01 - Asphalt Pavement - Resurfacing / Parking Areas

Photo - G20 50 00.00 - Soft Landscaping / Throughout Site