

Staff Report

Report To: City Council
Report From: Bradey Carbert, Manager of Corporate Services
Meeting Date: July 22, 2024
Report Code: CR-24-086
Subject: Community Waterfront Heritage Centre Caboose
Rehabilitation

Recommendations:

THAT in consideration of Staff Report CR-24-086 respecting Community Waterfront Heritage Centre Caboose Rehabilitation, City Council directs staff to include the capital detail sheet for project 25M.6 in the 2025-2029 Multi-Year Capital Plan.

Highlights:

- The Community Waterfront Heritage Centre (CWHC) has used interior and exterior space at the historic former CN Station since 1978.
- Exterior assets owned by the CWHC includes all historical railway and marine artifacts located outside of the building, with the exception of the former railway caboose.
- The lease agreement between the City and CWHC was last updated in 2022 and included provisions for the transfer of ownership of the railway caboose to the CWHC upon the replacement of the existing roof.
- Council had requested at the Special Council meeting on June 24 that staff bring forward a report to investigate the project costs and funding availability for replacing the unfunded CN Station Caboose Roof.

Strategic Plan Alignment:

[Strategic Plan](#) Priority: Green City.

Climate and Environmental Implications:

This supports the objectives of the City's Corporate Climate Change Adaptation Plan by strengthening the resiliency of City infrastructure or services.

Previous Report/Authority:

[CR-24-073 Report](#) from the Manager of Corporate Services Re: Summary of Committee Feedback for the 2025-2029 Multi-year Capital Plan

The following Resolution was approved by Council:

S-240624-006

"THAT in consideration of a presentation on the Multi-Year Capital Plan Update 2025-2029, City Council directs staff to bring forward a report on July 8, 2024 respecting funding repairs to the Marine and Rail Museum caboose roof and siding project."

Background:

At its Special Meeting on June 24, 2024, to review the Committee Feedback and 2025-2029 Multi-year Capital Plan, Council requested that staff bring forward a report to investigate the project costs and funding availability for replacing the unfunded CN Station Caboose Roof. The project is currently included in the City's Multi-year Capital Plan as an unfunded project, with a project value of \$25,000.

The City and the CWHC have a lease agreement for the use of the former CN Station. The agreement was last updated in 2022 and is for five years, ending on October 31, 2027.

The marine and railway artifacts surrounding the outside of the building belong to the CWHC, with the exception of the railway caboose.

The City is responsible for keeping the facility and the caboose in a good state of repair from a structural point of view for the duration of the lease agreement.

The lease agreement includes the provision that the ownership of the railway caboose will be transferred to the CWHC upon the completion of the roof replacement.

Analysis:

Staff have prepared a Capital Detail Sheet for Council's consideration regarding the project's addition to the City's 2025-2029 Multi-year Capital Plan.

The scope of the project includes:

- Structural repairs and replacement of the existing roof with a similar rolled roof system;
- Exterior repairs and repainting of the wood siding and doors; and
- Exterior door rehabilitation and hardware replacement.

The work will be coordinated with the input from the CWHC to ensure that the proper paint colours and logos have been applied to the siding. Similarly, both groups will work toward finding donations or sponsorship opportunities to fund all or a portion of the work. Staff have been made aware of a local business that is interested in funding the cost of the repainting of the railway caboose.

The City will work with the CWHC to finalize the transfer of the asset to the CWHC, including the confirmation of insurance for the railway caboose being added to the CWHC's insurance policy. The CWHC will be responsible for all operating and capital expenses for the railway caboose once the ownership has been transferred. The City will work with the CWHC to determine when the most appropriate time to complete the transfer may be, including up until the end of the current Agreement.

The City, through the lease agreement, will still have the option of the relocation of the railway caboose and other CWHC artifacts in the event of future redevelopment of this site.

Financial Implications:

The proposed budget, as identified on capital detail sheet 25M.6, is \$25,000 and will be funded from the capital reserve. There is sufficient funding within

this reserve to fund this project. Any donations or sponsorship funding received will offset the amount that will be taken from this reserve.

The annual savings associated with the transfer of the railway caboos are minimal, however the City will no longer be responsible for ongoing insurance, maintenance or capital costs. The City will also no longer be responsible for the general liability associated with the asset.

Communication Strategy:

No further communication is required.

Consultation:

Derek Christie, Building and Property Maintenance
CWHC Curator

Attachments:

1. Capital Detail Sheet 25M.6–CWHC Railway Caboose Rehabilitation

Recommended by:

Kate Allan, Director of Corporate Services
Bradey Carbert, Manager of Corporate Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Bradey Carbert, Manager of Corporate Services at bcarbert@owensound.ca or 519-376-4440 ext. 1240.