



March 8, 2024

Municipality of Port Hope  
5 Mill Street South  
Port Hope, ON  
L1A 2S6

**Via email:** [csevigny@porthope.ca](mailto:csevigny@porthope.ca)

**Attention:** Claude Sevigny, C.Tech, CBO

**Re:** 121 Cavan Street, Port Hope – Visual Condition Assessment  
D.M. Wills Associates Project No. 24-9317

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PARTNERS IN  
ENGINEERING, PLANNING &  
ENVIRONMENTAL SERVICES

At the request of the Municipality of Port Hope ("Municipality"), D.M. Wills Associates ("Wills") completed a site inspection and reviewed a Structural Assessment Report prepared by LEA Consulting Ltd. ("LEA") dated February 29, 2024.

Wills' site inspection was completed on March 7, 2024 which included exterior walk and visual inspection of the building perimeter from all accessible areas along Cavan Street (west side of the building) and south parking area (south side of the building). With reference to the LEA Report, the site inspection allowed for observation of the south and west exterior walls of Block #1, the west exterior wall of Block #2 and the west and north exterior walls of Block #5.

A drone was used to capture digital images of the entire roof areas and walls (where visible) of Blocks #1, #2, #3 and #5.

Block #4 was excluded from all site inspection and drone coverage.

With specific reference to the LEA Report and based upon the site inspection and drone observations, we note the following:

- A. It is noted that the LEA Report does not include any "architectural or historical aspects of the building". The Report further states (Limitations) that no opinion on heritage significance or heritage aspects is provided and that "the heritage review shall be done by others."
- B. Conditions Overview Site Plan dated 2020 is referenced, which indicates Condition State "E" including "total internal failure-collapse" and with regard to the area of concern (parapet and wall section of Block #2) and indicates that the area of concern "has catastrophically failed, the interior structure both floors is collapsed".



- C. Section 1.3 of the LEA Report indicates that “Many areas were not safe to access and as a result were not reviewed”.
- D. Section 1.5 of the LEA Report indicates that “... blocks 1, 2, 3 and 5 should be demolished completely .... and beyond a state in which repairing is reasonably feasible”.
- E. Section 1.5 of the LEA Report indicates that “Block #2 ... impose the immediate safety concern to the public and should be demolished immediately”.
- F. Limitations of the LEA Report confirms that no Designated Substances Survey (“DSS”) was completed.

Some commentary follows with respect to the above noted Items A. through F:

- A. It is our opinion, that immediate public safety concerns should be addressed and should be considered paramount. That being said, public safety protection is now in place with the closure of Cavan Street and security fencing adjacent to Block #1 and #2, and therefore any actions taken with respect to the building should be reviewed with respect to both safety (building stability) and heritage.
- B. It appears that the significant issues and partial collapse of the building were known to the Owner as early as 2020 and that no action was taken.
- C. This is a very important statement, and we agree with the LEA Report in this regard. Access to the building must be fully restricted and should be limited only to the Demolition Engineer and personal approved by the Owner’s Demolition Engineer. A detailed Safety Plan should be prepared by the Owner’s Demolition Engineer in advance of any building entry.
- D. It is our opinion that additional assessment would be required to make such conclusion(s) regarding Blocks #1, #3 and #5. The immediate action should be focussed on Block #2 and “Make Safe” which may include demolition activities; however, full assessment including heritage, DSS, OBC compliance, etc. should be required prior to any acceptance of complete demolition of Blocks #1, #3 and/or #5.

- E. Similar to Item D, the immediate action should be “Make Safe”. It is unclear, based upon the assessments completed, that the entirety of Block #2 must be demolished immediately; however, we do agree that Block #2 presents the highest risk in terms of safety and continued collapse.
- F. While this may not be entirely practical due to safety concerns, a Designated Substances Survey (“DSS”) should be completed in advance of demolition. In this case, proper safety measures must be put in place; however, it may be necessary to stockpile any demolished materials on site and complete testing prior to disposal. At the discretion of the Owner’s Demolition Engineer proper personal protective equipment and materials storage must be implemented.

Further to the LEA Report and based upon our site inspection and drone observations, the following actions and recommendations are provided:

1. Maintain full road closure including safety/security fencing, as currently established, until building has been made safe and Engineer’s Report has been prepared in support of the road reopening.
2. Immediately issue Emergency Order under Section 15.10 of the Ontario Building Code Act including proper Notice (“service”) requiring the building to be made safe (structurally stable for all reasonable loading conditions as well as site and building security to unwanted entry).
3. The Emergency Order should require the Owner to prepare and submit an Engineer’s Report that specifically identified immediate actions required to make the building safe and ensure structural stability to all components and elements of the building.
4. Further to Item 3, a proper Demolition Plan should be submitted by the Owner’s Demolition Engineer in support of an Application for a Permit to Construct or Demolish, as required under the Building Code Act.
5. While closure of Cavan Street is an unfortunate outcome of the Owner’s neglect, adequate time should be afforded to the Owner and the Municipality to properly execute the work and to ensure that qualified and experienced Demolition Engineer and Contractor are retained to execute the work.
6. At all times, public safety and occupational health and safety must be considered paramount to the work.

The foregoing has been provided in response to our site assessment and drone observations as well as review of the LEA Report and noted background documents. We remain available to the Municipality, as may be required, to move through the Emergency Order and make safe of the existing building(s) at 121 Cavan Street, Port Hope.

If you wish to discuss any aspects of this letter or the project moving forward, please contact the undersigned.

Regards,



David Bonsall, P.Eng.  
*Senior Structural Engineer*

