
STATEMENT OF WORK
CLARKE MEMORIAL HALL
161 LAKESHORE WEST

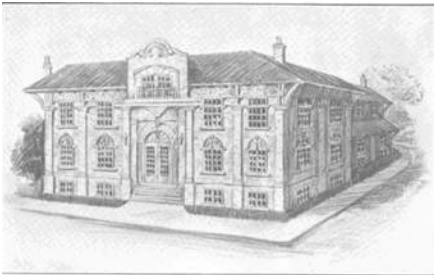
JUNE 2025





INTRODUCTION

CHERIE NG ARCHITECT INC. (CNA) has been retained by the City of Mississauga to undertake a restoration project at Clarke Memorial Hall, a designated heritage property located at 161 Lakeshore Road West in Port Credit. This Statement of Work has been prepared in support of a Heritage Permit application and outlines the proposed scope of conservation, restoration, and accessibility upgrades.



The Alfred Russell Clarke Memorial Hall

The objective of this project is to respectfully restore key architectural features of Clarke Memorial Hall while ensuring compliance with the City of Mississauga’s Facility Accessibility Design Standards (FADS) and applicable building codes. All interventions will be carried out with sensitivity to the building’s heritage character, prioritizing the conservation of original materials and detailing. Where replacement is necessary, new elements will match the existing in material, profile, and proportion to maintain historical continuity.

The restoration approach emphasizes conservation best practices, including the repair and retention of original features to minimize intervention and preserve the building’s historic appearance. This Heritage Permit application affirms that all design and construction decisions are guided by a commitment to the long-term preservation of Clarke Memorial Hall as a valued cultural asset within the City of Mississauga.

Key Scope of Work:

- Restore all original wood windows by removing dirt, debris, and loose or peeling paint in preparation for repainting. The new paint colour will match the existing.
- Remove the existing parging on the foundation to expose and restore the original building stone.
- Undertake repointing and localized repairs to the exterior masonry and the interior backstage wall.
- Replace the front entrance stair with a like-for-like reconstruction matching the original in material and design. Replace the rear emergency exit stair to meet FADS and OBC accessibility requirements.



SCOPE OF
WORK



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Front Stair Replacement

- The existing front stair assembly is not original to the building and based on archive drawings was replaced in the 1990s. The stairs are in poor condition and will be removed and replaced with a like-for-like reconstruction. Structural displacement is visible between the stair walls and main stair structure, and the concrete steps are spalling near the railing base due to rusting.
- Efflorescence is present on the brick veneer wall at the basement exit, indicating ongoing moisture penetration.
- The new stair will:
 - Replicate the dimensions, materials, and detailing of the original design.
 - Match the finish, proportions, and alignment of the original stair.
 - Comply with the City of Mississauga's FADS and the current Ontario Building Code.
- Tactile Walking Surface Indicators will be installed at the landing.
- Existing railings will be removed and replaced with new bronze railings that comply with OBC and FADS requirements. The new railings will use the same material and designed to replicate the original profile as closely as possible, while meeting modern safety and accessibility standards to comply with the OBC.
- The new railings are proposed to extend 300mm beyond the beginning and end of the stair. This extension is proposed to accommodate FADS handrail design requirements. The extended railings will improve accessibility by creating additional support as individuals transition from the stairs to a level surface.
- Stair risers will be modified as needed to ensure the bottom landing aligns flush with the adjacent walkway, eliminating the existing trip hazard to comply with FADS.

Emergency Stair Replacement

- As identified in the Structural Assessment for Clarke Memorial Hall prepared by Rimkus Consulting Group (dated April 2, 2024), the rear emergency exit stairs exhibit severe corrosion in multiple components, including steel angle supports at their connection to the base building. Cross-sectional loss has compromised the structural integrity of the assembly.
- Both rear emergency exit stairs will be removed and replaced with new assemblies that meet current OBC and FADS requirements.
- Tactile Walking Surface Indicators will be installed at all landings to enhance accessibility.
- New stair to look similar to existing and require minimal intervention using existing anchor points to install staircase.

Storm Windows

- Wood-framed interior storm windows to be installed on fixed



- original wood window units.
- Installation on the exterior is not possible as the existing sills are too shallow to accommodate storm windows. Storm windows to be installed on the interior.
- Custom-fabricated to match the dimensions and profiles of the existing windows. They will be painted to match the existing colour.

Rear Wayfinding Signage

- Wayfinding signage installed to direct individuals from the parking lot to the accessible entrance.
- The signs are to be mounted at mortar joints to avoid damage to original masonry and follow heritage conservation best practices to preserve the integrity of the building envelope.
- Two “Emergency Exit” signs to be installed on the exterior face of both fire-exit doors.
- All signage to comply with FADS guidelines.

Roof Fascia and Soffit Repairs

- Existing fascia and soffits are painted wood.
- Repairs to be carried out using cedar and replacement sections to match original profiles, dimensions, and finishes.



Window Lintels

- Existing lintels are concrete.
- Corroded or deteriorated lintels to be repaired or replaced with like-for-like concrete.
- All new work will match the profile, scale, and appearance of the existing lintels to preserve visual consistency across the façade.

Wood Attic Doors

- Two new attic access doors to be installed using cedar, selected to match the grain and character of the original doors.
- The new doors will replicate the proportions, detailing, and panel configuration of the existing attic doors.



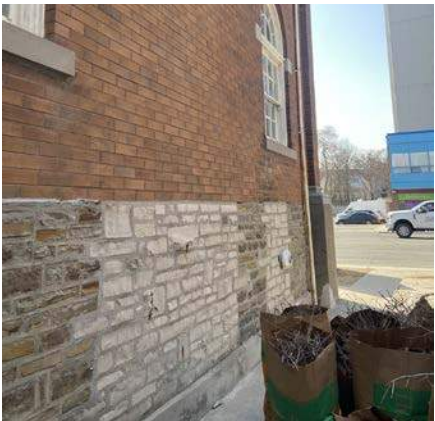
CONCLUSION

The proposed scope of work for Clarke Memorial Hall includes the restoration of original wood windows, removal of parging to expose the original stone foundation, localized repointing and masonry repairs, and the replacement of both the front entrance and rear emergency stairs—which are not original—to meet current building code and accessibility standards. These interventions address structural and accessibility needs while preserving the architectural identity of this designated heritage property.



The conservation strategy emphasizes minimal intervention, the repair and retention of character-defining elements wherever possible, and the use of materials and finishes that physically and visually match the existing building. Where new elements are introduced—such as tactile walking surface indicators and replacement railings—care has been taken to ensure these additions do not detract from the building's heritage character.

The window restoration involves the retention and repair of original wood components, along with the installation of traditional wood exterior storm windows to improve performance while maintaining the building's historic identity. Masonry repairs will be completed using lime-based mortars that match the original in colour, composition, and tooling. Stair replacements and accessibility upgrades are designed to enhance safety and usability while conserving the original design intent.



This Statement of Work has been prepared in support of a Heritage Permit application for Clarke Memorial Hall. The objective is to conserve and enhance the building's historic character while accommodating necessary functional improvements. All proposed work has been developed to guide careful implementation in a manner that respects the cultural significance, architectural context, and long-term conservation of this valued heritage resource.