

Township of Southgate

Administration Office

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Staff Report CAO2021-073

Title of Report: Sale of the Dundalk Olde Town Hall Building and Team Town Hall Information Report

Department: Administration

Council Date: November 3, 2021

Council Recommendation:

Be it resolved that Council receive Staff Report CAO2021-073 as information; and

That Council provide direction and feedback to staff on the Team Town Hall's information provided on the Olde Town Hall building sale conditions report in this report, the proponent bid response and the October 4th, 2021 meeting with Team Town Hall and the proponent Wellington Capital Corporation; and

That Council direct staff to develop an agreement of terms for consideration with Wellington Capital Corporation to sell the Dundalk Olde Town Hall to the bidder; and

That Council direct staff to develop an agreement with Team Town Hall for consideration related to their financial and operation commitments to the Township of Southgate realizing it is a good will agreement without assurance compensation beyond the pledged fundraising and surplus operating funds they raise.

Background:

The CAO has provided a staff report at the October 20, 2021 Council meeting as an update of recent meeting on October 7th, 2021 in the Macintyre Building with Team Town Hall, the proponent Ray Stanton representing Wellington Capital Corporation and Southgate staff. As a result of that staff report CAO2021-069, Council approved the following resolution:

Moved By Councillor Frew; **Seconded By** Councillor Rice;

Be it resolved that Council receive Staff Report CAO2021-069 as information; and That Council provide any feedback on the Olde Town Hall building sale conditions report in this report, the proponent bid response and the October 4th, 2021 meeting with Team Town Hall and the proponent Wellington Capital Corporation; and

That Council direct staff to develop an agreement of terms for consideration with Wellington Capital Corporation to sell the Dundalk Olde Town Hall to the bidder; and

That Council direct staff to develop an agreement with Team Town Hall for consideration related to their financial and operation commitments to the Township of Southgate realizing it is a good will agreement without assurance compensation beyond the pledged fundraising and surplus operating funds they raise.

Carried No. 2021-586

Staff Comments:

At the meeting with Team Town Hall (TTH), on October 7th, 2021 the CAO requested more information on financials, their partnerships, operating plans and any other information they could provide to support their future and sustainable use of the Dundalk Olde Town Hall over the next 20 years. After not receiving information I emailed TTH on October 22, 2021 to inform them I need their information early next week (Monday 25th or Tuesday the 26th) to write my report for the agenda deadline next Thursday, the 28th of October, 2021. I requested any and all of their information whether from the past and as well as the most current, present day reporting on the following questions:

1. Team Town Hall's list of community partners and their level of commitment related to cultural space use in days/hours and financial contribution (donation and rental).
2. TTH's dollar amount of fund raising you received in your account?
3. TTH's dollar amount of fund raising you have in financial commitments to date?
4. TTH's fund raising goal over the next 12 months to demonstrate community and regional support?
5. TTH's fund raising goals on an annual basis going forward to support capital projects in future years?
6. TTH's fund raising goals or financial plan be on an annual basis to pay for operational costs going forward in future years to the future building owner?
7. TTH's fund raising goals on an annual basis to support the municipal property lease monthly payment required agreement commitments to the building owner?
8. TTH statement in the role they will play related to the daily operations of the cultural space as the overall operational plan for the space.
9. TTH statement in relation to the expectation of the municipality's role of Township staff to support and administer the operations of the cultural space in the Olde Town Hall.
10. TTH commitment, statement and/or evidence justification related to sustaining their 20 year agreement and financial contributions to ensure cultural events continue over this time horizon.
11. Provide your most recent annual financial plan that shows the cultural space revenues and operating cost projections.

- 12.If TTH realizes a profit on an annual basis where would those profits be directed? Are the profits planned to go to be set aside for future capital reserves or to offset the municipal monthly payment commitments to the owner of the property?
- 13.Provide an annual events plan by month of the type of event that would be held over a calendar year to demonstrate the use of the facility and the organizer of each event.
- 14.Other information that you would believe is important to support your plan.

A major issue in the operation of the Olde Town Hall is the funds they have in hand, their committed donations and TTH short and long term fundraising plans. The Township should receive this information and their future sustainable plans to source funding each year to support their annual operating of the cultural space and the capital budget for the required building upgrade projects.

What the Township has received is the 16 attachments included in this report to answer some of our questions:

- Team Town Hall's Projected Budget for the Dundalk Olde Town Hall Upgrades
- Team Town Hall's Dundalk Olde Town Hall Use Report
- Team Town Hall's Dundalk Olde Town Hall Annual Operating Budget Projections
- Team Town Hall's Dundalk Olde Town Hall - Cooperators Insurance Report
- Team Town Hall's Dundalk Olde Town Hall - Operating Budget as a comparison from Norgan Theatre, Minto, ON
- 10 Letters of Support from 9 organizations

Financial Impact or Long-Term Implications

There is no financial impact to the 2021 Budget to the municipality that will impact ratepayer taxation at the present time.

If we proceed with the sale of the Dundalk Olde Town Hall the Township will need to consider in the 2022 budget providing the allocation of funding for the one-time payment and/or payment plan as part of an agreement with WCC and for up to 6 months of monthly payments to WCC for the buildings cultural use and annually in future years.

Communications & Community Action Plan Impact:

This report has been written and presented to Council to communicate accurate information to the public.

Goal 4 - Adequate and Efficient Public Facilities Action 4:

The residents and businesses of Southgate expect the Township to plan and adequately provide for public facilities for gatherings, recreation and doing business with the Township, while recognizing at the same time that facility needs can change with age and a changing population.

Strategic Initiatives 4-B (2019-2023):

The Township will have made a decision on the future viability or uses of the Olde Town Hall, and taken action accordingly.

Concluding Comments

1. That Council receive staff report CAO2021-073 as information.
2. That Council provide comments and questions that staff should forward to TTH that they should provide an answer for.
3. That Council direct staff to invite TTH to provide a presentation to Council at the November 17, 2021 Council meeting to provide answers to the Township's unanswered questions.

Respectfully Submitted,

CAO approval: Original Signed By

Dave Milliner – CAO dmilliner@southgate.ca 923-2110 x210

- Attachment 1 – Team Town Hall Projected Budget for the Dundalk Olde Town Hall Upgrades
- Attachment 2 – Team Town Hall – Dundalk Olde Town Hall Use Report
- Attachment 3 – Team Town Hall - Dundalk Olde Town Hall Annual Operating Budget Projections
- Attachment 4 – Team Town Hall - Dundalk Olde Town Hall Insurance Report
- Attachment 5 – Team Town Hall - Dundalk Olde Town Hall Operating Budget Comparison from Norgan Theatre, Minto, ON
- Attachment 6 – Team Town Hall Generation Connection Letter of Support
- Attachment 7 – Team Town Hall Go Adventure Letter of Support
- Attachment 8 – Team Town Hall Highpoint School Letter of Support
- Attachment 9 – Team Town Hall Dundalk Young at Heart Letter of Support
- Attachment 10 – Team Town Hall Dundalk & District Historical Society Letter of Support
- Attachment 11 – Team Town Hall Dundalk Little Theatre Letter of Support
- Attachment 12 – Team Town Hall Youth Action Committee Letter of Support #1
- Attachment 13 – Team Town Hall Lions Club Letter of Support
- Attachment 14 – Team Town Hall South Grey Museum Letter of Support
- Attachment 15 – Team Town Hall Youth Action Committee Letter of Support #2