

## **Township of Southgate**

### **Administration Office**

185667 Grey Road 9, RR 1  
Dundalk, ON N0C 1B0

**Phone:** 519-923-2110

**Toll Free:** 1-888-560-6607

**Fax:** 519-923-9262

**Web:** [www.southgate.ca](http://www.southgate.ca)

## **Staff Report CAO2021-087**

**Title of Report:** Sale of the Dundalk Olde Town Hall Property to Wellington Capital Corporation and Building Cultural Space Lease Agreement Report

**Department:** Administration

**Council Date:** December 15, 2021

### **Council Recommendation:**

**Be it resolved that** Council receive Staff Report CAO2021-087 as information; and

**That** Council direct staff to continue to work to finalize the Draft Dundalk Olde Town Hall Building Property Purchase and Sale Agreement with Wellington Capital Corporation, which includes the property sale conditions, a listing of the building's capital projects to be completed for public occupancy and a facility lease of the cultural space to the Township of Southgate from Wellington Capital Corporation as the landlord; and

**That** Council direct staff to send for legal review the final drafted Dundalk Olde Town Hall Property Sale Agreement with Wellington Capital Corporation, which includes the Building Cultural Space Lease Agreement to the Township of Southgate with Wellington Capital Corporation as the landlord following their preliminary acceptance of these complimentary agreements; and

**That** Council direct staff to bring back the final version of the Dundalk Olde Town Hall Property to Wellington Capital Corporation and Building Cultural Space Lease Agreement for Council approval and consider to approve by Municipal By-law at the January 19, 2022 meeting.

### **Background:**

The CAO has provided staff reports at the previous Council meeting as information and updates on the Team Town Halls interest and proposals to operate the Dundalk Olde Town Hall as cultural facility in partnership with the Township. Staff have also provided information on the Wellington Capital Corporation bid proposal to purchase the Dundalk Olde Town Hall. The Township also hosted a meeting on October 7<sup>th</sup>, 2021 in the Macintyre Building with Team Town Hall representatives, the proponent Ray Stanton representing Wellington Capital Corporation, Southgate Mayor John Woodbury and Southgate staff members from Recreation and the CAO's Office. As a result of all this information gathering and discussions the CAO created staff report CAO2021-069 and 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 4<sup>th</sup>, 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 report CAO2021-080 titled "Dundalk Olde Town Hall Purchase and Sale Agreement to Wellington Capital Corporation" was presented at the December 1, 2021 Council meeting with the following resolution approved:

**Moved By** Councillor Frew; **Seconded By** Councillor Dobreen;

**Be it resolved that** Council receive Staff Report CAO2021-080 as information; and

**That** Council review the Draft Dundalk Olde Town Hall Building Property Purchase and Sale Agreement to Wellington Capital Corporation, which includes the property sale conditions, a listing of the building's capital projects to be completed for public occupancy and a facility lease of the cultural space to the Township of Southgate from Wellington Capital Corporation as the landlord; and

**That** Council provide staff with comments and feedback in order to finalize the Purchase and Sale Agreement for approval and execution by the Township of Southgate and Wellington Capital Corporation; and

**That** Council direct staff to forward the Draft Dundalk Olde Town Hall Property to Wellington Capital Corporation and Building Cultural Space Lease Agreement to Team Town Hall and Wellington Capital Corporation for their input; and

**That** Council direct staff to bring back the final version of the Dundalk Olde Town Hall Property to Wellington Capital Corporation and Building Cultural Space Lease Agreement for Council approval and consider approval by Municipal By-law at the December 15, 2021 meeting.  
Carried No. 2021-715

### **Staff Comments:**

Team Town Hall, Wellington Capital Corporation and Southgate met virtually on the evening of December 7<sup>th</sup>, 2021. The groups reviewed both the Wellington Capital Corporation (WCC) agreement first and the Team Town Hall (TTH) agreement second. Edits were made and are reflected in the Attachment #1 WCC agreement document. These edits have been provided to WCC for their further review and consideration following the meeting.

The next steps that staff will coordinate is for all three parties to meet again and review the changes made in both agreements. Based on the final consensus of drafted agreements staff would forward the WCC agreement to our lawyer for review followed by presentation back to Council and WCC with the legal edits of the document.

### **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 other than some costs for legal review of the agreement.

The financial impact is likely to begin in the 2023 budget year costing \$3,000.00 per month for the cultural space lease payment, less the Team Town Hall annual commitment of \$10,000.0 per year. The net Southgate annual lease payments for will be \$26,000.00 plus the COLA in future years. Southgate's other financial commitment in the agreement is a one-time payment of \$175,000.00 due 90 days (anticipated due March 31, 2023) following the start of the lease (anticipated due January 1, 2023) to support capital project work investment in the Dundalk Olde Town Hall.

### **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 CAO2021-087 as information.
2. Council review and provide feedback on the Draft Dundalk Olde Town Hall Building Property Purchase and Sale Agreement with Wellington Capital Corporation.
3. Staff will continue to work and finalize the drafted Dundalk Olde Town Hall Building Property Purchase and Sale Agreement with Wellington Capital Corporation for their input.
4. That Council direct staff to send the final drafted Dundalk Olde Town Hall Building Property Purchase and Sale Agreement with Wellington Capital Corporation with their acceptance to our lawyer for review.
5. That Council consider approving the final version of the Draft Dundalk Olde Town Hall Building Property Purchase and Sale Agreement with Wellington Capital Corporation and consider approval of the agreement by Municipal By-law as early as the January 19, 2022 Council meeting.

Respectfully Submitted,

**CAO approval:** Original Signed By

Dave Milliner – CAO [dmilliner@southgate.ca](mailto:dmilliner@southgate.ca) 923-2110 x210

- Attachment 1 – Draft Southgate-Wellington Capital Corporation Purchase and Sale Agreement for the Dundalk Olde Town Hall Property and Building Cultural Space Lease Agreement dated December 8, 2021