RECOMMENDATION

THAT Council receive Report DCS 19-20 Town Hall Project Committee – Status Update and Public Consultation as information.

EXECUTIVE SUMMARY

The purpose of this report is to provide an update on the Town Hall Project to Council. This report is being provided on behalf of the Town Hall Project Committee.

BACKGROUND

Council approved the following resolution at their December 10, 2018 meeting:

\[
\text{THAT Council receive the Town Hall Project Steering Committee Recommendation - Release of Request for Proposals as information;}
\]

\[
\text{AND THAT staff be directed to move forward with the release of the Request for Proposal at this time.}
\]

Subsequent to this, a Request for Proposal was released on January 18, 2019 to the three companies shortlisted earlier in the process. The original submission deadline was April 30, 2019, but due to delays in the process and requests from the bidding companies, the deadline was extended to June 6.

Three proposal submissions were received by the deadline and the Town Hall Project Committee and staff have been meeting to review the proposals.

At their June 24, 2019 meeting, the Town Hall Project Committee passed the following resolution:

\[
\text{THAT the Town Hall Steering Committee accepts the staff recommendation that the three proposals have been deemed compliant, and the Committee accepts the proposals for consideration.}
\]
CONSULTATION/COMMUNICATION

At their July 8, 2019 meeting, the Committee reviewed the project schedule (see below) and determined that the Public Consultation should take place in early September in order to allow for a possible recommendation to Council by the end of September.

Project Schedule

<table>
<thead>
<tr>
<th>Item</th>
<th>Target Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Approvals Complete</td>
<td>July - September</td>
</tr>
<tr>
<td>Preferred Proponent Notified (target)</td>
<td>September 30</td>
</tr>
<tr>
<td>Transaction Close</td>
<td>To be negotiated</td>
</tr>
</tbody>
</table>

The Committee also made a number of suggestions to consider for the Public Consultation sessions:

- Provide a variety of Open House dates and times;
- Consider starting the consultation with a social event;
- Provide feedback sheets for residents to submit;
- Provide summary financial information; and,
- Ensure open house information is shared widely and to Town Advisory Committees, the Chamber of Commerce, BIA, etc.

FINANCIAL IMPACT/FUNDING SOURCE

There is no financial impact associated with this report. It should be noted that proceeding with a Design/Build Leaseback would likely result in an increase in annual lease costs to the Town. These costs will be brought forward for Council's consideration as part of a future recommendation by the Committee.

There is no commitment for the Town to proceed with any proposals received.

COMMUNITY STRATEGIC PLAN

1. Excellence in Local Government
   - Demonstrate strong leadership in Town initiatives
   - Streamline communication and effectively collaborate within local government
   - Demonstrate accountability

2. Economic Sustainability
   - Support new and existing businesses and provide a variety of employment opportunities
   - Provide diverse retail services in the downtown core
☐ Provide appropriate education and training opportunities in line with Tillsonburg’s economy

3. Demographic Balance
   ☒ Make Tillsonburg an attractive place to live for youth and young professionals
   ☐ Provide opportunities for families to thrive
   ☐ Support the aging population and an active senior citizenship

4. Culture and Community
   ☒ Promote Tillsonburg as a unique and welcoming community
   ☐ Provide a variety of leisure and cultural opportunities to suit all interests
   ☐ Improve mobility and promote environmentally sustainable living
Report Approval Details

<table>
<thead>
<tr>
<th>Document Title:</th>
<th>Report DCS 19-20 Town Hall Project Committee - Status Update and Public Consultation.docx</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attachments:</td>
<td></td>
</tr>
<tr>
<td>Final Approval Date:</td>
<td>Aug 6, 2019</td>
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</tbody>
</table>

This report and all of its attachments were approved and signed as outlined below:

David Calder - Aug 6, 2019 - 10:35 AM