SUBJECT: Waterdown Municipal Service Centre, also known as Flamborough Town Hall, (163 Dundas Street East) (PED08241) (Ward 15)

RECOMMENDATION:

(a) That staff be directed to proceed with discussions with the Hamilton Library Board to explore the potential of the Waterdown Municipal Service Centre being utilized as a multi-use facility that incorporates library services.

(b) That the Item respecting the relocation of the Flamborough Chamber of Commerce to the Waterdown Municipal Service Centre be identified as being complete and removed from the Audit and Administration Committee’s outstanding business list.

EXECUTIVE SUMMARY:

City Council at its meeting of August 7, 2008 referred Communication Item 5.20, (attached as Appendix “C”) being correspondence from the Flamborough Chamber of Commerce respecting relocation of the Chamber to the Waterdown Municipal Service Centre, to the Acting City Manager for a report to the Audit and Administration Committee.

In addition to the request from the Flamborough Chamber of Commerce, the Hamilton Public Library Board at its September 17, 2008 meeting passed a motion “That the City of Hamilton be informed that, after extensive investigations, the preferred site for a new Waterdown Branch is the site of the former Flamborough Town Hall and that the Library
desires to act in partnership with the City to create a facility that combines library services with City services", (attached as Appendix “D”).

Staff is seeking direction from Committee and Council to initiate discussions with the Hamilton Library Board to explore the feasibility of the Waterdown Municipal Service Centre being utilized as a multi-use facility.

BACKGROUND:

By way of background, the Flamborough Chamber of Commerce offices are currently located within the Visitor Information Centre operated by Tourism Hamilton located at Highways 5 and 6. In the spring of this year, the Visitors’ Information Centre moved its services into the five (5) Municipal Service Centres. The City will be moving towards selling off the building being situated on lands owned by Petro-Canada. In light of these circumstances, it has now necessitated the need for the Flamborough Chamber of Commerce to seek other suitable office accommodations.

In 2005 the Chamber of Commerce had made inquiries with City staff to the availability of occupying the former space vacated by Giant’s Rib. During the course of staff’s discussions, it had been determined that the existing zoning would not permit commercial offices as the site is zoned P – Public Use. Public Use as defined within the Zoning By-law reads as follows:

“Public Use: shall mean the use of a lot, building or structure by a Municipal, Regional, Provincial or Federal Government or any board or commission thereof, not otherwise identified in this by-law, including, but not limited to:

(a) municipal offices, libraries, post offices, police stations, fire halls;
(b) water treating, pumping and storage facilities, sewage pumping or treating facilities and works yards”.

In facilitating the move of the Chamber into the former Town Hall will necessitate the need for amendments to the Flamborough’s Official Plan and Zoning By-law as the use would not be permitted.

Space Allocation within the former Flamborough Town Hall

Upon review of the former Town Hall floor plans and consultation with the Fleet and Facilities Division, there currently is no available space within the Town Hall. A copy of the floor plans and the defined user groups, attached as Appendix “A” and “B”, is included for the benefit of Committee.

As noted on the attached plan, the groups that are currently located within the former Town Hall are as follows:

- Customer Services (Municipal Service Centre);
- Community Police;
• Councillor and Administrative Assistants’ Office;
• Culture and Recreation (West Division Office);
• Fleet and Facilities (Central Fleet);
• Flamborough Historical Society Archives;
• Flamborough Information and Community Service Centre;
• Ministry of Health;
• Council Chamber used on occasion for Assessment Review Board Hearings.

It is also noted that there are three (3) empty work stations on the upper floor, however, these work stations are charged and allocated to the client/groups and not available for use. The allocation of these vacant workstations of which two (2) workstations reside with the Flamborough Information and Community Centre and the remaining workstation with Flamborough Archives.

The Chamber had also raised and questioned the current tenancy within the Town Hall. On this matter, City Council in 2002 adopted Item 32, Report 02-028 of the Committee of the Whole recommending that the community groups housed at 315 Dundas Street East (Chestnut Grove), Waterdown be relocated to the Flamborough Town Hall in anticipation of 315 Dundas Street East being declared surplus and sold. Approval also directed the Real Estate Section to proceed to circulate the property municipally known as 315 Dundas Street East surplus for the purpose of disposing. It is further noted that the former Town had acquired the subject lands in 1984 and had received financial assistance from the Ministry of Culture and Recreation to renovate and make it available to groups/organizations that were willing to provide services to the community. Those groups who were offered space in the building were originally funded by the Flamborough Community Services Department, but the agreement was terminated when the groups agreed to provide the services free of charge in return for the Town providing the space and upkeep/maintenance of the building. The groups/organizations that had occupied the premise were: the Flamborough Information and Community Services; Flamborough Archives; Waterdown Information and Sexual Health Centre; Child and Adolescent Services and Alternatives for Youth. In 1988, Flamborough Community Services commissioned a study of the building which identified that all the groups on the ground floor were in dire need of additional space. It had been determined that in order to best utilize the City’s real estate assets and to better accommodate the groups/organizations domiciled at 315 Dundas Street East these groups were relocated to the Town Hall in 2002 as the Town Hall was under utilized.

**ANALYSIS/RATIONALE:**

The Waterdown Municipal Service Centre/Flamborough Town Hall has no available space as all space has been committed and allocated to specific user/clients groups as noted in this report.

Further, the Hamilton Public Library Board passed a motion at its September 17, 2008 meeting “That the City of Hamilton be informed that, after extensive investigations, the preferred site for a new Waterdown Branch is the site of the former Flamborough Town
Hall and that the library desires to act in partnership with the City to create a facility that combines library services with City services”. With Committee and Council’s support, staff will proceed to explore the feasibility of co-locating Library Services and City Services at the Waterdown Municipal Service Centre.

**ALTERNATIVES FOR CONSIDERATION:**

If space had been available and prior to occupancy, amendments to the Flamborough’s Official Plan and Zoning By-law would be required to facilitate the Flamborough Chamber of Commerce’s request to locate within the Waterdown Municipal Service Centre.

Although the space within the Waterdown Municipal Service Centre has been committed to specific user/client groups and, if it is the will of Committee and Council to accommodate the Flamborough Chamber of Commerce within the Municipal Service Centre, staff be directed to explore space efficiency options within the existing built form.

**FINANCIAL/STAFFING/LEGAL IMPLICATIONS:**

Financial: N/A

Staffing: N/A

Legal: N/A

**POLICIES AFFECTING PROPOSAL:**

Flamborough Official Plan and Zoning By-law No. 90-145-Z.

**RELEVANT CONSULTATION:**

Energy, Fleet and Facilities Division, Public Works Department

**CITY STRATEGIC COMMITMENT:**

By evaluating the “Triple Bottom Line”, (community, environment, economic implications) we can make choices that create value across all three bottom lines, moving us closer to our vision for a sustainable community, and Provincial interests.

Community Well-Being is enhanced. ☑ Yes   ☐ No
Partnerships are promoted.

Environmental Well-Being is enhanced. ☐ Yes   ☑ No

Economic Well-Being is enhanced. ☑ Yes   ☐ No
Encourage businesses and organizations that have a broad positive impact on quality of life.
Does the option you are recommending create value across all three bottom lines? ☐ Yes ☒ No

Do the options you are recommending make Hamilton a City of choice for high performance public servants? ☐ Yes ☒ No

BF/sd
Attachs. (4)
Dear Mayor Eisenberger:

Thank you for meeting with Jim Rudnick and I last week to discuss the relocation of the Flamborough Chamber of Commerce (FCC) office from the Visitor Information Centre (VIC) operated by Tourism Hamilton at Clappison's Corners into the former Flamborough town hall in Waterdown. We are especially appreciative of your support.

As you know, Tourism Hamilton is moving its VIC services into the five municipal services centres, operated by the 'new' City of Hamilton. It is our understanding that later this month (in time for the Victoria Day weekend), Tourism Hamilton will be launching the transferred services from the Clappison's Corners VIC to the local municipal service centre in Waterdown (the former Flamborough town hall on Dundas Street). While being very considerate and sensitive to our circumstances, Tourism Hamilton has nevertheless formally informed the Flamborough Chamber of Commerce it will need to vacate the Clappison's Corners VIC.

To be perfectly frank, there is some confusion about the relevant bylaws needing to be changed to allow the Flamborough Chamber of Commerce to move into the Waterdown municipal service centre. As you know, the Flamborough Chamber of Commerce is currently - on a cost-shared basis - a tenant in the Clappison's VIC (also a municipally-owned facility) since it was constructed in the 1990s as a joint venture between the former Regional Municipality of Hamilton-Wentworth and the former Town of Flamborough.

Some are also puzzled why the Flamborough Chamber of Commerce can't move into the former Flamborough town hall when other not-for-profit agencies — like Flamborough Information and Community Services (FICS), the Waterdown East Flamborough Heritage Society and even Toast Masters — are current tenants. After all, the Flamborough Chamber of Commerce is a federally incorporated not-for-profit agency.

Notwithstanding the above, the Flamborough Chamber of Commerce is fully prepared to work with you and your administration in facilitating a move into the Flamborough municipal service centre. We are prepared to work with the Audit and Administration Committee that will see the relevant bylaws revised.

Frankly, moving the Flamborough Chamber of Commerce into the local municipal building will send a clear message to potential investors that the business community is partnering with the city in sending out the message that Hamilton is open for business.*

Please accept this letter as our official expression of interest. If there is anything else we can do, don't hesitate to contact us. Again, thank you for your support.

Sincerely,

SUSAN CETINSKI
President, Flamborough Chamber of Commerce
September 26, 2006

Mr. Joe Rinaldo,
City Manager,
The City of Hamilton,

Dear Joe,

I am writing to let you know that the Hamilton Public Library passed the following motion at its September 17, 2006 meeting:

“That the City of Hamilton be informed that, after extensive investigation, the preferred site for a new Waterdown branch is the site of the former Flamborough Town Hall and that the library desires to act in partnership with the City to create a facility that combines library services with City services.”

I know that you are aware that the Library Board has funding for a new Waterdown Branch but no property. We have consulted with both school boards and the YMCA and have also used a commercial real estate agent to search for available properties. While we could purchase property, any such property is both expensive and less attractive to us than the former town hall site. As well, purchasing property would require so much of the available funding that we could not build an adequate Waterdown branch. In fact, purchasing property would so limit the size of the building that it is questionable that DC funds could be used at all. As you know, development charges cannot be spent on replacing an existing building without any accommodation for growth.

The Library Board is extremely concerned about the current state of library services in Waterdown. Shortly after amalgamation the library’s administration negotiated reciprocal borrowing privileges with Burlington. An increasing number of Waterdown residents are using the closest Burlington Public Library branch as their home library, since the current Waterdown Library is inadequate. Burlington has put us on notice that Waterdown non-resident use of their libraries is so large that they will revoke the ability of Waterdown residents to use Burlington services unless we begin to build appropriate services in the near future. Since funding for this project comes from development charges the Library Board also needs to show that it has a plan to spend the funds that are being collected.
The Library Board has every hope and expectation that it can work with the City in order to create a wonderful library and municipal service centre combined location, a place of which the community can be proud.

Yours,

Ken Roberts,
Chief Librarian and Secretary/Treasurer,
Hamilton Public Library Board

c.c. M. McCarthy
J. Gautrey
J. Spiler
B. Neal
B. Hovius
B. Guise
T. Jackson
M. Pearson