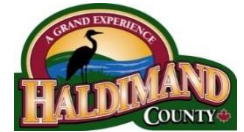

HALDIMAND COUNTY

Report CDP-04-2019 Community Partnership Program – Dunnville Waterfront Park Flag Pole and Storyboard Installation



For Consideration by Council in Committee on June 18, 2019

OBJECTIVE:

To approve a community request from the Dunnville Boat Club and centenarian resident George Culver to install a flag pole, storyboard and time capsule in Dunnville Waterfront Park.

RECOMMENDATIONS:

1. THAT Report CDP-04-2019 Community Partnership Program – Dunnville Waterfront Park Flag Pole and Storyboard Installation be received;
2. AND THAT the request from the Dunnville Boat Club and Dunnville resident George Culver to undertake the installation of a flag pole, storyboard and time capsule in Dunnville Waterfront Park, honouring the Dunnville Mudcats Hockey organization, be approved;
3. AND THAT capital funding to an upset amount of \$3,395, representing 35% of the total anticipated budget of \$9,700, with related funding from the Community Partnership Capital Reserve, be approved;
4. AND THAT project funding and approval are conditional upon compliance with Policy 2011-01 and County installation standards, permits and processes;
5. AND THAT the revised budget as outlined in CDP-04-2019 be approved;
6. AND THAT, as Haldimand County's partner on the project, the Dunnville Boat Club be authorized and responsible for the raising, lowering and replacing (to County standards) flags at the flag pole in accordance with Haldimand County's Flag Protocol Policy (2004-05) and as requested by the County in accordance with the policy;
7. AND THAT, in keeping with Haldimand County's Flag Protocol Policy (2004-05), approval be provided to allow for the Dunnville Boat Club's lowering of the flag upon the death of Mr. Culver.

Prepared by: Katrina Schmitz, Community Partnership Liaison

Respectfully submitted: Craig Manley, MCIP, RPP, General Manager of Community & Development Services

Approved: Donald G. Boyle, Chief Administrative Officer

EXECUTIVE SUMMARY:

Dunnville Waterfront Park is the community's newest recreation asset, having opened in fall 2018 and including the signature Dunnville Farmers Market Building, walking paths adjacent to the Grand River and a recently-designated heritage tree. The downtown site is adjacent to the Dunnville Boat Club and Garfield Disher Park.

Haldimand County has received a request from the Dunnville Boat Club and local resident George Culver to install a 40' flag pole, storyboard and time capsule in Waterfront Park at the location of centre ice in the former Dunnville Arena (Attachment 1). The items are intended to honour the Dunnville Mudcats Hockey organization, which celebrated its 100th anniversary in 2014. The Boat Club and Mr. Culver would like the time capsule to be opened upon the 150th anniversary of the Dunnville Mudcats organization (in 2064); as well, they would like approval to lower the flag to half staff upon the passing of Mr. Culver, who recently celebrated his 102nd birthday.

The location for the flag pole, storyboard and time capsule is situated near a Park pathway and two benches (Attachment 2), making it ideal for the public's viewing and enjoyment as well as ensuring the assets do not interfere with potential future installations or the proper functioning of any events that may take place on the property. The request was reviewed through the Community Partnership Program (CPP); staff have provided direction associated with the installation and material specifications, and will work with the proponents should the request be approved by Council.

The total anticipated project budget is \$9,700 and the Dunnville Boat Club and Mr. Culver are requesting a CPP grant of \$3,395, representing 35% of the total budget, which is in accordance with the CPP policy of funding up to 35% of a total project cost.

BACKGROUND:

Haldimand County's Community Partnership Program (CPP) is intended to encourage and enhance strategic partnerships to the benefit of community stakeholders and the municipality, offering a simple, streamlined and customer-focused approach. The Program is intended to balance the rigor of the review process—necessary to ensure legitimate public interest issues are addressed—with flexibility and respect for the volunteer engagement of the groups.

Since 2011, more than seventy (70) CPP projects have been completed, leveraging more than \$2 million in community-raised funds to construct more than \$3.7 million in County enhancements.

In fall 2018 the Dunnville Boat Club, in partnership with local centenarian and passionate Mudcats supporter George Culver, approached Haldimand County with a request to honour the history of the hockey organization with the installation of a 40' flag pole, storyboard and time capsule in Dunnville Waterfront Park at what was centre ice in the old Arena. The Boat Club has long partnered with the County on the management of the Boat Club and ramp in Waterfront Park, and has a history of community engagement. The request from the group and Mr. Culver is for:

- (i) Approval to undertake the project, with an estimated budget of \$9,700, on Haldimand County property;
- (ii) Capital funding to support the installation of the flag pole, storyboard and time capsule with related upset funding in the amount of \$3,395 from the Community Partnership Capital Reserve, representing 35% of the total budget of \$9,700;
- (iii) The Dunnville Boat Club to have authorization and responsibility, on behalf of the County, to raise, lower and replace (to the County's standards) flags for this flag pole in accordance with the County's Flag Protocol Policy and as requested by the County; and
- (iv) Approving an exception to Haldimand County's Flag Protocol Policy to allow the Dunnville Boat Club to lower the flag to half staff upon the passing of Mr. Culver. (Attachment 3)

ANALYSIS:

The Proponents:

For more than thirty years, the Dunnville Boat Club has had an ongoing operating agreement with the municipality for the management of the Boat Club and ramp in Dunnville Waterfront Park. The group has actively worked with the County to ensure affordable boat launching services for the community and maintenance of the facility.

George Culver is a lifelong resident of Dunnville who recently celebrated his 102nd birthday. An avid traveller throughout his life, Mr. Culver was also a huge supporter of his community, actively involved as a business owner (Culver Drilling Co. Ltd.) and member of organizations including the Dunnville Boat Club and Port Maitland Sailing Club. Among his greatest passions was hockey and, particularly, the Dunnville Mudcats, which presented him with a team jersey, stick and commemorative puck at his recent birthday celebrations. In order to support this proposal to recognize the Dunnville Mudcats organization, Mr. Culver has contributed \$5,000 towards the project.

Project Details:

The intent of the proposal is to honour the history of Dunnville Mudcats Hockey, which celebrated its 100th anniversary in 2014. The project consists of three elements: the installation of a 40' flag pole at what was centre ice in the old Dunnville Arena; the placing of a storyboard outlining the significance of the location in the context of Dunnville Mudcat Hockey history; and, the burying of a time capsule, to be opened on the 150th anniversary (2064) of the Dunnville Mudcat Hockey organization.

The Dunnville Boat Club has indicated it will be responsible for raising and lowering of the flag as required as well as the purchase of flags—to the County's standard—for the location.

Project Review:

This project was reviewed by Haldimand County's Community Partnership Program (CPP) Staff Review Team.

Staff indicated the proposed location is suitable, given it is adjacent to an existing pathway and two benches, ensuring the public is able to enjoy the display. As well, the placement would not interfere with other potential future activities/installations within the Park nor will it impact the ability to hold event functions in the Park.

Staff identified that the flag pole would have to be engineered given its size, the open Park location (which often sees high winds) and low-lying site (in the flood plan). As well, feedback was provided related to the materials to be used for both the flag pole and time capsule (stainless steel for durability). Staff identified that, as the County's operating partner for this project, the Dunnville Boat Club should be responsible for the implementation of the County's Flag Protocol Policy, including the purchase of flags to the County's standard and the raising and lowering of the flag in accordance with the policy and at any request of Haldimand County. Lastly, staff noted the request to lower the flag to half staff to recognize the passing of Mr. Culver is outside of the County's Flag Protocol Policy, and would require Council approval.

Fund-Raising Plan:

Mr. Culver has contributed \$5,000 towards the project; as well, commitments for in-kind service have been offered by various local contractors. It is anticipated that any additional fund-raising can be completed by July.

Project Management:

Staff will work with the proponents to develop the details of the flag pole installation as well as the storyboard content and production. Following completion of the project, members of the Dunnville Boat Club will be responsible for the purchase of replacement flags (to the County's standard) as well as the

raising and lowering of the flag in accordance with Haldimand County's Flag Protocol Policy, including for any request received directly from the County. The only exception—which is being requested from Council at this time—is approval to lower the flag to half staff following the passing of Mr. Culver.

FINANCIAL/LEGAL IMPLICATIONS:

Policy No. 2011-01 states the Community Partnership Program (CPP) will encourage and actively support partnerships with not-for-profit community groups. Within the Community Capital Projects Grant Program, Council has the responsibility to approve community capital projects with an overall budget of greater than \$10,000.

The overall proposed budget for this project is \$9,700; the Dunnville Boat Club and Mr. Culver have requested 35% project funding from the Community Capital Projects Grants Program, which is in keeping with the related policy.

Based upon approved/recommended projects to date requiring funding from the Community Partnership Capital Reserve, there are sufficient funds available in the Reserve. Should this initiative be approved, there remains approximately \$101,600 in the Community Partnership Capital Reserve which is unallocated.

The CPP policy (2011-01) requires all community funding for Council-approved projects be in place with the County or secured/confirmed with the applicable community group prior to the start of any construction/installation. The Dunnville Boat Club and Mr. Culver have secured significant funding towards this project and hope to begin installation in late summer 2019 and complete the project by the fall.

As a result of the proposed project, the following capital budget amendment is required:

	Current Approved Budget	Proposed Revised Budget
Expenditures:		
Dunnville Waterfront Park Flag Pole Installation	\$0	\$9,700
Total Expenditures:	\$0	\$9,700
Financing:		
Community Contribution (65%)	\$0	\$6,305
Community Partnership Capital Reserve (35%)	\$0	\$3,395
Total Financing:	\$0	\$9,700

In addition to the funding required for the requested installation, the Public Sector Accounting Board (PSAB) reporting standards require the County to record the fair market value of contributed assets. This enhancement will be amortized over the estimated life of the associated asset for accounting purposes.

Ongoing replacement of the flag, and management of the flag protocol (including raising and lowering of the flag as required) will be the responsibility of the Dunnville Boat Club, potentially with Haldimand County support through the Community Beautification Program. Future replacement of both the flag pole and storyboard would be reviewed as a community partnership initiative.

STAKEHOLDER IMPACTS:

This application was assessed by the Community Partnership Program's Staff Review Team, which is comprised of staff from all County Divisions. As well, staff from Facilities, Parks, Cemeteries & Forestry

Operations and Facilities Capital & Asset Management provided detailed feedback related to engineering and installation.

REPORT IMPACTS:

Agreement: No

By-law: No

Budget Amendment: Yes

Policy: No

ATTACHMENTS:

1. Dunnville Waterfront Park Map –Site & Proposed Project Location.
2. Photos – Proposed Location.
3. Haldimand County Flag Protocol Policy (No. 2004-05).