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# HALDIMAND COUNTY

## Report CDP-11-2019 Community Partnership Program – ‘Lights Along The Grand’ Christmas Display in Caledonia Kinsmen Park



For Consideration by Council in Committee on October 8, 2019

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### OBJECTIVE:

To approve a request from the Caledonia Community Foundation to undertake, at Caledonia Kinsmen Park, the multi-year installation of an interactive lighting display for the community’s annual Christmas season and Light-Up Night celebrations.

### RECOMMENDATIONS:

1. THAT Report CDP-11-2019 Community Partnership Program – ‘Lights Along The Grand’ Christmas Display in Caledonia Kinsmen Park be received;
2. AND THAT the request to undertake the proposed project on Haldimand County property be approved;
3. AND THAT capital project funding to an upset amount of \$35,000 to support the multi-year installation of a comprehensive, interactive and decorative lighting in Caledonia Kinsmen Park, with related funding from the Community Partnership Capital Reserve be approved;
4. AND THAT the Caledonia Community Foundation be authorized as the community fund-raising agent for the project;
5. AND THAT the Mayor and Clerk be authorized to sign the proposed Letter of Understanding and License Agreement between the Corporation of Haldimand County and the Caledonia Community Foundation;
6. AND THAT project and funding approval is conditional upon compliance with Policy 2011-01 and County standards, permits and processes;
7. AND THAT the Revised Budget as outlined in CDP-11-2019 be approved.

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**Respectfully submitted:** Mike Evers, MCIP, RPP, General Manager, Community & Development Services

**Approved:** Craig Manley, MCIP, RPP, Chief Administrative Officer

### EXECUTIVE SUMMARY:

Caledonia Kinsmen Park (Attachment 1), located along the Grand River in the community’s downtown, has evolved into a regional attraction within Haldimand County following a \$4 million facelift in 2013—funded through the generosity of local benefactors Ron and Nancy Clark—which resulted in a new pool, splash pad, gazebo, accessible pathway along the riverfront and other recreation amenities.

Haldimand County has received a request from the Caledonia Community Foundation (CCF) to install, over the course of approximately four years, a comprehensive Christmas lighting display. The new

interactive light show is intended to replace the showpiece display the community used to install at the historic Old Mill (since sold and in the process of being redeveloped as a business facility, including full replication of the original building design), which attracted thousands of residents and visitors annually. The proposal includes lights and interactive displays, set to music, throughout the largest section of Kinsmen Park—west from Argyle Street to just past the tennis courts—including along the accessible pathway. (Attachment 2) The location is ideal in terms of supporting the community's annual Light-Up Night festivities and accommodating visitors, given proximity to municipal parking.

The request was reviewed through the Community Partnership Program (CPP); staff have provided preliminary direction associated with the specifications and installation of the display, and will work with the proponent throughout the completion of this request if approved by Council.

The total anticipated project budget is \$100,000 and the CCF is requesting a CPP grant of \$35,000, representing 35% of the total budget, which is in accordance with the CPP policy of funding up to 35% of a total project cost. The CCF has also requested County support in accessing third-party funding, which requires the entering into of a Letter of Understanding (Attachment 3) and License Agreement between Haldimand County and the proponent (Attachment 4).

## **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 commitment 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.

From 2014 to 2016, the Caledonia Community Foundation (CCF) partnered with Haldimand County and the Caledonia LIONS Club to design and construct its most significant project: the new Caledonia LIONS Community Centre, including contributing \$1.6 million towards the \$3.2 million project. While a relatively young organization with a limited but growing endowment base, the CCF has also supported many small agencies and groups within Caledonia since its inception, providing approximately \$40,000 in annual grants.

'Lights Along The Grand', the CCF's latest initiative, is intended to support the CCF's commitment to community vibrancy and partnerships. The request from the group is for:

- (i) Approval to undertake this project on Haldimand County property;
- (ii) Capital funding to support the multi-year installation of the "Lights Along The Grand" Christmas display in Caledonia Kinsmen Park with related upset funding in the amount of \$35,000 from the CPP Capital Reserve, representing 35% of the total budget of \$100,000; and,
- (iii) Approval to apply for third-party funding for the project.

## **ANALYSIS:**

Caledonia Kinsmen Park, located along the Grand River in downtown Caledonia, is the community's largest outdoor recreation area, boasting a pool, splash pad, gazebo, ball diamond, pavilion and more than 1 km of accessible pathway along the waterfront. In 2013, the Park benefitted from a \$4 million facelift, thanks to the generosity of local benefactors Ron and Nancy Clark. The revitalization of the Park included the construction of a new pool, splash pad and pool building, the paving of the pathway along the river, the construction of a large gazebo, installation of outdoor fitness equipment and the

revitalization of a ball diamond and other recreation areas in the Park. Thanks to this significant revitalization, Kinsmen Park is now a major regional recreational asset for the County's residents and visitors. It is anticipated the 'Lights Along The Grand' Christmas display will complement these recent Park enhancements during the holiday season.

### **The Proponent:**

The Caledonia Community Foundation (CCF) was created following the construction of the Haldimand County Caledonia Centre (new twin-pad Arena and Library) in 2003. The community and local groups had partnered extensively with Haldimand County to create this new asset for Caledonia, including significant fund-raising. Monies remaining from the Arena/Library project were placed with the CCF to ensure these funds would be available for future community capital projects, including the potential for a new community hall (which had already been envisioned in the Arena/Library design concepts). In 2014, the CCF, along with the Caledonia LIONS Club and Haldimand County, realized that vision, working together to build a new Caledonia LIONS Community Centre, which opened in 2016.

For the 'Lights Along The Grand' project, the CCF intends to partner with AMCorp, a local business owned by the two volunteers (Michael Montgomery and Adam Harrison) who created and installed the original lighting display at the Old Mill, the Caledonia Regional Chamber of Commerce and its Special Projects Group of volunteers and local businesses including Seguin Engineering.

### **Project Details:**

For many years, Caledonia has hosted an extremely popular and well-attended Light-Up Night to kick off the Christmas season. For approximately six years—from 2008 to 2014—the 'light-up' celebrations took place at the community's historic Old Mill, including elaborate and interactive displays created by local volunteers and set to music. Annually, thousands of visitors would come to Caledonia to enjoy the display.

Following the sale of the Old Mill in 2016, community groups identified Caledonia Kinsmen Park as a potential long-term location for future Light-Up Nights, and began installing a modest light display in 2017.

'Lights Along The Grand' represents the community's plans to bring the scale and grandeur of the Old Mill display to a new downtown location. The original designers of the Old Mill display—Michael Montgomery and Adam Harrison—have created a new plan for the lighting of Caledonia Kinsmen Park, from Argyle Street to just west of the tennis courts. Lighting and interactive displays will be installed along the pathway as well as in the Park and include a Candy Cane Lane, lit Trees and Musical Notes, an interactive 'Snowball Fight', signs and much more. The project represents the acquisition of more displays as well as improvements to the electrical capacity infrastructure.

It is anticipated the installation of the full plan will be completed by 2022.

### **Community Need & Benefit:**

The Light-Up display at the Old Mill was a source of great enjoyment and civic pride for residents and families in Caledonia and Haldimand County. As well, this interactive light show—set to music—drew thousands of visitors to the community during the holidays, supporting local tourism and economic development activities.

In 2017 and 2018, in response to community requests for a new Light-Up Night light display to replace the one at the Old Mill, local community groups including the Caledonia Regional Chamber of Commerce and the Caledonia Community Foundation began installing a modest Christmas show in Caledonia Kinsmen Park. Since then, support for a more elaborate light display has been growing, with several community partners coming forward to express their desire to assist with this installation and/or support it financially through donations.

**Fund-Raising Plan:**

While the Caledonia Community Foundation has some financial resources to contribute to the project—and a number of community partners and supporters have committed to providing significant in-kind contributions of time and expertise—it anticipates the need for a more comprehensive fund-raising plan to implement all phases of the proposed project. Along with the request for CPP funding from Haldimand County, the CCF has asked to work with the municipality to develop a fund-raising plan, including sourcing third-party funding. It is because of the latter that execution of a Letter of Understanding and License Agreement between the municipality—as the property owner—and the CCF is required.

**Project Review:**

The proponent and its partners have been working with staff in the Community Development & Partnerships Division and the Facilities, Parks, Cemeteries & Forestry Operations Division to determine specifications and details related to installation and ongoing management of the project. As well, preliminary meetings have taken place with the Electrical Safety Authority (ESA), an electrical engineer and the electrical contractor who managed all electrical work related to the construction of the pool and splash pad. These meetings were undertaken in order to assist the proponent in developing the CPP application and associated budget.

The project has also been preliminarily reviewed by the Community Partnership Program Staff Review Team, which includes representation from all County Divisions.

While staff have indicated that additional review and collaboration will be required as project details are confirmed—in particular related to the ownership and insurance of the light displays/structures versus the electrical infrastructure—they are supportive of the proposal and the intent of the proponent to create a new showpiece light display and tourism attraction for the community.

**Project Management:**

The installation of this project will be managed by the volunteers of AMCorp and the Caledonia Regional Chamber of Commerce (CRCC) Special Projects Group, in collaboration with Haldimand County and related authorities (e.g. ESA).

Ongoing management, maintenance, repairs, replacement and storage of the 'Lights Along the Grand' Christmas displays/structures, will be the responsibility of the CCF and the CRCC as owners of those assets, potentially with Haldimand County support through the Community Beautification Program. Future replacement of other major components of the project, such as the electrical infrastructure, would be reviewed as a community partnership initiative.

**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 multi-year project is \$100,000; the Caledonia Community Foundation (CCF) has 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 \$51,040 (including report CDP-08-2019 also being presented at this meeting) 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. Given the intention is to complete this project in phases, staff will monitor the availability of community funds—in hand with Haldimand County—prior to the installation of each phase. The proponents anticipate the project will be completed by the end of 2022.

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

	<b>Current Approved Budget</b>	<b>Proposed Revised Budget</b>
<b>Expenditures:</b>		
Caledonia Kinsmen Park Christmas Installation	\$0	\$100,000
<b>Total Expenditures:</b>	<b>\$0</b>	<b>\$100,000</b>
<b>Financing:</b>		
Community Contribution (65%)	\$0	\$65,000
Community Partnership Capital Reserve (35%)	\$0	\$35,000
<b>Total Financing:</b>	<b>\$0</b>	<b>\$100,000</b>

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 management, maintenance, repairs, replacement and storage of the 'Lights Along the Grand' Christmas displays/structures, will be the responsibility of the CCF and its partners, and may include financial support from the County's Community Beautification Program. Future replacement of major components of the project, such as electrical infrastructure, would be reviewed as a community partnership initiative. Ongoing utility (electrical) costs associated with the display, which should be minimal given the use of LED bulbs, will become part of the County's Tax-Supported Operating Budget.

## **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 preliminary detailed feedback related to engineering, ESA compliance and installation.

## **REPORT IMPACTS:**

Agreement: Yes

By-law: Yes

Budget Amendment: Yes

Policy: No

## **ATTACHMENTS:**

1. Caledonia Kinsmen Park Map – Proposed Project Location.
2. 'Lights Along The Grand' Design Proposal.
3. Proposed Letter of Understanding – Caledonia Community Foundation.
4. Proposed License Agreement – Caledonia Community Foundation.