
HALDIMAND COUNTY

Report CDP-06-2024 CPP Capital Grant – Caledonia Athletic Softball Association Dugout Roofs Project

For Consideration by Council in Committee on May 21, 2024



OBJECTIVE:

To approve a request from the Caledonia Athletic Softball Association to undertake, at Caledonia McKinnon Park, the installation of two roofs over player dugouts.

RECOMMENDATIONS:

1. THAT Report CDP-06-2024 CPP Capital Grant – Caledonia Athletic Softball Association Dugout Roofs Project be received;
2. AND THAT the request from the Caledonia Athletic Softball Association to undertake installation of two (2) dugout roofs in Caledonia McKinnon Park, through the Community Partnership Program, be approved;
3. AND THAT capital grant funding, to an upset amount of \$10,150 to support the installation of dugout roofs in Caledonia McKinnon Park, with related funding from the Community Partnership Capital Reserve, be approved;
4. AND THAT project and funding 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 Report CDP-06-2024, be approved.

Prepared by: Sheryl Sawyer, Senior Community Partnership Liaison

Reviewed by: Katrina Schmitz, Manager, Community Development & Partnerships

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

Approved: Cathy Case, Chief Administrative Officer

EXECUTIVE SUMMARY:

Caledonia's McKinnon Park, at 100 Haddington Street adjacent to the Haldimand County Caledonia Centre, is a busy hub of community recreation including a skate park, basketball court, playground, pavilion and a softball diamond. The Park is adjacent to the Haldimand County Caledonia Centre (HCCC), which houses a twin-pad arena, Caledonia branch of the Haldimand County Public Library and the Caledonia LIONS Community Centre.

The Caledonia Athletic Softball Association (CASA) offers softball programming for youth and adults and is, through Haldimand County's Fields & Parks Management Program, responsible for care and maintenance of the ball field at McKinnon Park. CASA has requested permission to install roofs over the two dugouts for player safety and comfort, reduced maintenance costs, and to improve the general aesthetic of McKinnon Park.

This request was reviewed by the Community Partnership Program’s Staff Review Team which supports the enhancement and related CPP funding of \$10,150, which represents 35% of the total projected budget of \$29,000.

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 rigour of the review process—necessary to ensure that legitimate public interest issues are addressed—with flexibility and respect for the volunteer commitment of community groups.

Since 2011, more than eighty (80) CPP capital grant projects have been completed, leveraging more than \$3.4 million in community-raised funds to construct more than \$5.9 million in County enhancements.

The Caledonia Athletic Softball Association is a robust and committed group with a long history of service to youth sports – providing softball programming, tournaments, and skills development clinics for youth and adults since 2014. The request from CASA is for:

- i. Approval to undertake this project on Haldimand County property; and
- ii. Capital funding to support the installation of two (2) roofs on the dugouts over the player benches at Caledonia McKinnon Park ball field, with related upset funding in the amount of \$10,150 from the CPP Capital Reserve, representing no more than 35% of the total projected budget of \$29,000.

ANALYSIS:

The Proponent

The Caledonia Athletic Softball Association (CASA) has provided softball programming to the community for more than fifty years. Ten to fifteen (10 to 15) teams play annually through the organization’s recreational programming, utilizing the time and talents of more than fifty (50) volunteers each season in various roles, either directly coaching or otherwise supporting the program through maintenance or administrative tasks.

Through Haldimand County’s Fields & Parks Management Program, CASA receives annual funding to maintain and care for the ball field at McKinnon Park as well as those at Kinsmen Park and, under the authority of a joint use agreement with the Grand Erie District School Board, the ball field at McKinnon Park Secondary School.

The Complex

The McKinnon Park property occupies the same parcel of land as the Haldimand County Caledonia Centre which houses the community’s twin-pad Arena, Haldimand County Public Library Caledonia Branch, Caledonia LIONS Community Centre, a walking track, and the Remax Room.

Additional outdoor amenities on the property include a skate park, basketball court, a playground and pavilion.

The Proposed Project

The current proposal is to install two (2) roofs over existing player dugouts at Caledonia McKinnon Park. The proposed roof design is of the same style as those installed at other area ball diamonds, e.g. Henning Park in Caledonia and Jarvis Lions Park.

Community Need and Benefit

The dugouts at the playing field at McKinnon Park currently have no roofing. Participants, who are primarily youth, have no protection from weather during games and practices. While improving the quality of the diamond itself, the proposed project will also enhance the overall quality and look of the facility. Shading the benches can also contribute positively to their lifespan, protecting them from UV and rainwater damage.

FINANCIAL/LEGAL IMPLICATIONS:

Policy 2011-01 states that the Community Partnership Program (CPP) will encourage and actively support partnerships with not-for-profit community groups. Within the CPP capital grants stream, Council has the responsibility to approve community capital projects with an overall budget of over \$10,000.

The overall budget for this project is \$29,000. The group has requested 35% CPP grant funding towards the purchase and installation of dugout roofs at McKinnon Park in Caledonia. Based on approved/recommended projects to date requiring funding from the Community Capital Reserve, including the current Report CDP-06-2024, there are sufficient funds available in the Reserve. Should this initiative be approved, there remains approximately \$172,010 in the Community Partnership Capital Reserve which is unallocated for 2024.

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

PROJECT BUDGET	Current Approved Budget	Proposed Revised Budget
Expenditures		
CASA Dugout Roofs Installation	\$0	\$29,000
Total Expenditures	\$0	\$29,000
Financing		
Community Contribution (65%)	\$0	\$18,850
Community Partnership Capital Reserve (35%)	\$0	\$10,150
Total Financing	\$0	\$29,000

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

The purchase of this equipment shall be made in compliance with Policy No. 2023-02 – Procurement Policy.

STAKEHOLDER IMPACTS:

This application was assessed and supported by the Community Partnership Program (CPP) Staff Review Team, with input from the following Divisions: Community Development & Partnerships, Facilities, Parks, Cemeteries & Forestry Operations, Facilities Capital & Asset Management, Finance, and Legal & Support Services.

REPORT IMPACTS:

Agreement: No

By-law: No

Budget Amendment: Yes

Policy: No

REFERENCES:

1. [Policy No. 2011-01 Community Partnership Program](#)
2. [Policy No. 2019-04 Fields & Parks Management Program](#)
3. [Policy No. 2023-02 Procurement Policy](#)

ATTACHMENTS:

1. Location Map – Caledonia McKinnon Park.
2. Memorandum of Understanding – Haldimand County and Caledonia Athletic Softball Association.