

Subject: Community Partnership Capital Programs Annual Report

File Number: ACS2024-RCF-GEN-0009

Report to Community Services Committee on 24 September 2024

and Council 2 October 2024

**Submitted on September 3, 2024 by Dan Chenier, General Manager, Recreation,
Cultural and Facility Services**

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Ward: Citywide

**Objet : Rapport annuel relatif aux programmes de partenariat
communautaire pour les projets d'immobilisations**

Numéro de dossier : ACS2024-RCF-GEN-0009

Rapport présenté au Comité des services communautaires

Rapport soumis le 24 septembre 2024

et au Conseil le 2 octobre 2024

**Soumis le 2024-09-03 par Dan Chenier, Directeur général, Direction général des
loisirs, de la culture et des installations**

**Personne ressource : Personne ressource : Kevin Wherry, Gestionnaire,
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Quartier : À l'échelle de la ville

REPORT RECOMMENDATION(S)

That the Community Services Committee recommend Council:

1. Receive for information the list of projects funded under delegated authority through the Community Partnership Minor Capital program in 2023 as detailed in Document 1;

2. Approve in principle the list of 2024 Community Partnership Major Capital projects as detailed in Document 2 and within the Council approved program budget envelope;
3. Receive for information the status of Community Partnership Major Capital projects previously approved in principle as detailed in Document 3; and
4. Approve an increase to the Minor Capital Partnership Program maximum grant funding threshold as detailed in the discussion portion of this report.

RECOMMANDATION(S) DU RAPPORT

Que le Comité des services communautaires recommande au Conseil :

1. de prendre connaissance, à titre informatif, des projets énumérés dans le document 1, qui ont été financés en 2023 en vertu des pouvoirs délégués dans le cadre du Programme de partenariats communautaires pour les projets d'immobilisations secondaires;
2. d'approuver en principe la liste des projets de 2024 du Programme de partenariat communautaire pour les grands projets d'immobilisations, comme il est précisé dans le document 2 et décrit dans l'enveloppe budgétaire du programme approuvée par le Conseil;
3. de prendre connaissance, à titre informatif, de l'état d'avancement des projets soumis l'année précédente dans le cadre du Programme de partenariats communautaires pour les grands projets d'immobilisations et déjà approuvés en principe, comme il est précisé dans le document 3; et
4. Approuver une augmentation du plafond de financement au titre du Programme de partenariats communautaires pour les projets d'immobilisations secondaires tel que décrit dans la section « Discussion » du présent rapport.

BACKGROUND

The Community Partnership Minor Capital Program

This program was established in 2001 to implement minor capital improvements to parks and recreation facilities on a cost-sharing basis with community groups. The program focuses on smaller projects with grants up to a maximum of \$10,000 on city property and \$7,500 on other public land. The City's capital budget for the program is set annually through the budget process. Applications are reviewed and funds are allocated, under delegated authority as per the program's guidelines, with the Department reporting on grant allocations to Committee and Council annually.

As neighborhoods change both socially and demographically, this program provides an effective mean of responding quickly to the needs of communities. Community participation in fundraising, planning and installation of recreational amenities and facilities promotes community pride and stewardship of parks and recreation facilities in their communities.

Community Partnership Major Capital Program

The Community Partnership Major Capital Program is an initiative to implement major capital improvements to parks and recreation facilities on a cost-sharing basis with community partners. The City's annual budget process sets the capital budget amount available for the program and while there is no set limit on the maximum grant available, total combined project values are restricted to actual funds available. Applications are evaluated against the approved criteria and staff recommendations are brought forward annually to Committee and Council for approval.

This larger program seeks to achieve the following objectives:

- Develop capital projects that respond to priority needs as identified through Parks and Recreation Facilities Master Plan
- Support community initiatives in developing and improving facilities that serve the community
- Develop cost effective capital projects that leverage funding from other sources

The Program provides opportunities to partner with community organizations to implement major capital projects. Eligible projects include capital initiatives for new development, renovations and expansions of parks and recreation amenities and

facilities. These projects are typically larger in scale and cost more than what could be financed through the Community Partnership Minor Capital Program.

DISCUSSION

Community Partnership Minor Capital Program 2023

The Department received ten (10) applications as part of the 2023 application process, of which eight (8) met the program criteria and were approved. Three (3) projects have been completed, three (3) are in progress, two (2) were withdrawn by the applicant, and two (2) were deemed ineligible.

Refer to Supporting Document 1 for details. Staff continue to work with applicants to ensure projects are completed in compliance with City standards and guidelines. Given the challenges of fundraising by community groups to raise matching funding, it is acknowledged that not all projects will be completed within a 1-year period.

Community Partnership Major Capital Program 2024

The Department received six (6) new proposals in 2024, as detailed in Supporting Document 2. There are five (5) projects recommended for approval in principle with the total requested City contribution approximated at \$745,308 as noted in Document 2.

Projects were prioritized as per criteria detailed in the guidelines and one (1) project was withdrawn by applicant as listed in Document 2.

Updates to the status of projects previously approved by Council are listed in Document 3.

Increase to the Minor Capital Partnership Program funding limits.

At the December 6, 2023, City Council meeting, City staff received direction to undertake a review of the current funding model for the minor capital partnership program. In recognition of the escalation in construction costs since the grant funding limits were last approved in 2017, it is recommended that the Community Partnership Minor Capital Program maximum funding threshold be increased to \$15,000 for projects on City-lands and \$10,000 for projects on other qualifying non-City lands. The funding increase will be in effect for the May 1st 2025 deadline, pending Council approval of the community partnership capital budgets.

FINANCIAL IMPLICATIONS

The total major capital partnership projects approved in principle values to \$745,308, is available in account 911231.

Remaining funds of \$199,000 from previously approved projects not proceeding outlined in Document 3, resulting in a transfer of \$74,000 from 910781, a transfer of \$125,000 from 910187.

There are no immediate financial implications to the minor capital partnership program.

LEGAL IMPLICATIONS

There are no legal impediments associated with the implementation of the recommendations of this report.

COMMENTS BY THE WARD COUNCILLOR(S)

This is a City-Wide report.

CONSULTATION

The Community Partnership Major Capital Applications were posted to engage Ottawa for a one-month public consultation period from June 17th – July 17th, 2024. Overall, 134 unique responses were received through the survey. The majority of responses supported the proposals and there were two responses that did not pertain to a specific proposal and or the major capital partnership programs.

An additional consultation project-specific public engagement will be required for each project to proceed to construction.

All projects recommended for approval through this report are approved in principle until the applicant groups fulfill the contractual requirements outlined in the partnership agreement.

ACCESSIBILITY IMPACTS

The City of Ottawa is committed to ensuring accessibility for persons with disabilities and older adults. All projects proceeding to construction are guided by the legislated accessibility framework that includes the [Integrated Accessibility Standards Regulation \(IASR\)](#) of the [Accessibility for Ontarians with Disabilities Act, 2005, \(AODA\)](#) as well as

the City of Ottawa [Accessible Design Standards & Features](#) and the Ontario Building Code.

ASSET MANAGEMENT IMPLICATIONS

The information documented in this report is consistent with the City's Comprehensive Asset Management (CAM) Program objectives.

DELEGATION OF AUTHORITY IMPLICATIONS

The delegated authority of the General Manager of Recreation, Cultural and Facility Services is outlined in the Delegation of Authority By-law No. 2023-2, Schedule "E"

Staff is requesting the General Manager of Recreation, Cultural and Facility Services be given the delegated authority to finalize and execute the major capital partnership agreements outlined in this report.

All uses of delegated authority are reported annually to Council through an IPD.

Updates to the status of projects previously approved are reported annually to Council through the Community Partnership Report.

RURAL IMPLICATIONS

Some projects approved in both the Minor and Major Capital programs are located in rural areas of the City.

SUPPORTING DOCUMENTATION

Document 1 Summary of Community Partnership Minor Capital 2023 Funding Allocations

Document 2 Summary of Community Partnership Major Capital 2024 Proposals

Document 3 Update and Summary of Community Partnership Major Capital projects that were approved in principle in previous years.

DISPOSITION

The Recreation, Cultural and Facility Services Department have reviewed and evaluated proposals received by the March 1, 2024 submission deadline. Upon approval from Committee and Council, RCFS will implement the projects outlined in Document 2.