

**Subject: Community Partnership Capital Programs Annual Report**

**File Number: ACS2025-RCF-GEN-0009**

**Report to Community Services Committee on 28 October 2025**

**and Council 12 November 2025**

**Submitted on October 17, 2025 by Dan Chenier, General Manager, Recreation,  
Cultural and Facility Services**

**Contact Person: Kevin Wherry, Manager, Parks and Facility Planning**

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**Ward: Citywide**

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

**Numéro de dossier : ACS2025-RCF-GEN-0009**

**Rapport présenté au Comité des services communautaires**

**Rapport soumis le 28 octobre 2025**

**et au Conseil le 12 novembre 2025**

**Soumis le 2025-10-17 par Dan Chenier, Directeur général, Direction général des  
loisirs, de la culture et des installations**

**Personne ressource : Personne ressource : Kevin Wherry, Gestionnaire,  
Direction de la planification des parcs et des installations**

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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 2024 as detailed in Document 1; and
2. Approve in principle the list of 2025 Community Partnership Major Capital projects as detailed in Document 2 and within the Council approved program budget envelope; and
3. Receive for information the status of Community Partnership Major Capital projects previously approved in principle as detailed in Document 3.

## **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 2024 en vertu des pouvoirs délégués dans le cadre du Programme de partenariats communautaires pour les projets d'immobilisations secondaires; et
2. d'approuver en principe la liste des projets de 2025 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; et
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.

## **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 \$15,000 on city property and \$10,000 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 means 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 contribution for projects in City-owned facilities is a maximum of 50% of the eligible capital project cost. For projects in community eligible (non-city) owned facilities, the City contributes up to a maximum of 25% of the eligible capital project costs. 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, 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. Amounts approved in the report are approximate, based on preliminary estimate costs, submitted by the community as part of the application process, and are subject to change as more information becomes available.

## **DISCUSSION**

### **Community Partnership Minor Capital Program 2024**

The Department received twelve (12) applications as part of the 2024 application process, of which seven (7) met the program criteria and were approved. Three (3) projects have been completed, four (4) are in progress, two (2) were withdrawn by the applicant, three (3) 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 2025**

The Department received six (6) new proposals in 2025, as detailed in Supporting Document 2. There are five (5) projects recommended for approval in principle with the total requested City contribution approximated at \$549,000, as noted in Document 2.

Projects were prioritized as per criteria detailed in the guidelines and one (1) project was deferred as listed at the bottom of Document 2.

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

## **FINANCIAL IMPLICATIONS**

The major capital partnership projects approved in principle, totaling \$549,000, is

available in account 911536.

Funds of \$463,280 from previously approved projects no longer proceeding, as outlined in Document 3, resulted in a transfer of \$174,000 from account 910748, and a transfer of \$289,280 from account 910226.

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 five-week public consultation period from July 25<sup>th</sup> – August 29<sup>th</sup>, 2025. Overall, 700 total visitors with six 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.

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

All capital projects recommended for approval through this report are approved in principle until the applicant groups fulfill the contractual requirements outlined in the partnership agreement. Both minor and major capital projects are subject to a partnership agreement, however minor capital projects are approved using delegated authority.

## **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**

There are no implications specific to rural areas in this report.

## **SUPPORTING DOCUMENTATION**

Document 1 Summary of Community Partnership Minor Capital 2024 funding allocations

Document 2 Summary of Community Partnership Major Capital 2025 proposals and funding allocation

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

## **DISPOSITION**

Upon approval from Committee and Council, Recreation, Cultural and Facility Services Department will implement the projects outlined in Document 2.