



## COMMUNITY PROJECT FUND SUBMISSION FORM

### Community Project Fund Guidelines

#### Funds can be used for the following:

- Projects including:
  - ✓ Improvements to playgrounds and playcourts;
  - ✓ Art installations;
  - ✓ Traffic calming; and
  - ✓ Initiatives that have longevity to them e.g., tree planting, and community gardens.
- Multiple projects can be used as long as it does not exceed \$25,000; and
- Projects must align with Council Strategic Priorities.

#### Funds cannot be used for the following:

- ✗ Any items/office expenses covered under Council Expense Policy or top up thereof;
- ✗ Donations to organizations; and
- ✗ Any item that would be considered bonussing under the *Municipal Act*.

#### Project Submission Process

1. Members of Council are to prepare and submit the community project fund submission form to the Clerk.
2. The submission forms will be sent to Executive Management Team (EMT) to have staff provide costing, potential project timing and identify any process requirements (e.g., Public Art Committee, RFP, etc.).
3. Once the form is reviewed by staff, it would be presented to the Finance and Responsible Governance Committee for consideration with final approval by Council.
4. If a member of Council wishes to make any changes to the intent of the Council approved program, Council approval would be required.

#### Submission Deadline

The Community Project Fund Submission Form is to be submitted to the City Clerk.

The deadline to submit capital requests is March 30, 2025, to ensure completion and unveiling of the project is completed by December 2025.



COMMUNITY PROJECT FUND  
SUBMISSION FORM

**SECTION 1 - COUNCIL MEMBER INFORMATION**

|                              |                   |
|------------------------------|-------------------|
| <b>Name:</b><br>Clare Riepma | <b>Ward:</b><br>1 |
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|-------------------------|
| <b>Submission Date:</b> |
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**SECTION 2 - PROJECT DETAILS**

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|--|---|
| <b>Project name:</b><br>Eastview Park Basketball Court | <b>Project location:</b><br>Eastview Park |
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| <b>Description of project:</b><br>Eastview Park being rebuilt this year including tennis courts, playground equipment and circulation pathways. The design also includes a half court basket ball facility. The estimated cost of the basketball court is \$32,000 and a proposal to contribute \$25,000 to the cost of construction. |
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| <b>Provide a description of the benefits to your ward:</b><br>Eastview Park is located in the northern third of the ward which is the more economically disadvantaged area of the ward. It is home to a large population of college students and families. Eastview Park has tennis courts, pickleball courts, soccer fields and a children's playground. It has nothing for casual play geared to teenagers. The pathways through the park are heavily used by both college students and high school students to and from classes. Eastview Highschool is next door. Providing an outdoor basketball court in this area gives teenagers an opportunity for casual play that is currently not available in the area. As this area of the park will be under construction this summer, this is the ideal time to add this facility. |
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**Provide an outline of the project or activities detailing the plan for the project:**

The tender package for the reconstruction of the park area is being prepared. The basketball court will be constructed as part of this project.

**SECTION 3 - LINKAGE TO 2022-2026 COUNCIL STRATEGIC PRIORITIES**

**Affordable Places to Live  
Community Safety  
Thriving Community**

**Infrastructure Investments  
Responsible Governance**

**Provide a brief description of the linkage to the strategic priorities selected above:**

Providing recreational opportunities for our youth especially in disadvantaged areas contributes to a thriving community, adds to community safety, is a sound infrastructure investment and is a responsible thing for government to do.



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TO BE COMPLETED BY EXECUTIVE MANAGEMENT TEAM (EMT)

SECTION:4 – PROJECT AND COSTING INFORMATION

Reviewed by the Executive Management Team:

Date: June 2, 2025

Potential project timing:

2025

Start date:

June 2025

End date:

Sept 2025

Capital Cost to Implement (estimated):

The full \$25,000 has been put towards the capital project EN1551.

Staff resources required to implement and associated cost (estimated):

None, as the project EN1551 is currently underway and this does not add to the scope of work.

Other operating expenditures required to implement and associated costs (estimated):

None.

Total estimated implementation costs:

\$25,000 will be added to the project budget to cover the costs.

Ongoing operational considerations/costs associated with the project:

None.

Process requirements (for example Public Art Committee, RFP etc.):

Engagement for the parks project is complete and contemplates the 1/2 basketball court.



## COMMUNITY PROJECT FUND SUBMISSION FORM

TO BE COMPLETED BY ADMINISTRATION

### SECTION 5: COMMITTEE AND COUNCIL INFORMATION AND DECISIONS

**Considered by Finance and Responsible  
Governance Committee:**

**Date:**

Decision:

**Considered by General Committee:**

**Date:**

Decision:

**Considered by City Council:**

**Date:**

Decision:

**Date of approval:**

**Date:**

**Approved by motion:**