



## 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**

Name:

Nigussie

Ward:

6

Submission Date:

3/26/2025

**SECTION 2 - PROJECT DETAILS**

Project name: Radar boards and speed cushions

Project location: Ward 6

Description of project:

Purchase 1 new Radar speed board and 1 set of temporary speed cushions, to be installed as part of the Ward 6 seasonal traffic calming program.

Provide a description of the benefits to your ward:

Radar boards and speed cushions will be installed to encourage safe driving and reduce speeding in our neighbourhoods.



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**Provide an outline of the project or activities detailing the plan for the project:**

Radar Board (1 new) & Speed Cushion (1 temporary set)– Fund to improve road safety

**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:**

Aligns with the strategic priority of “Community Safety” as it addresses speeding and aggressive driving to ensure street and pedestrian safety.



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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: March 30, 2025**

**Potential project timing: Purchase in 2025, radar speed board can be used immediately, temporary traffic cushions will be installed during annual traffic calming program in April 2026**

**Start date: June 18, 2025**

**End date: Spring 2026**

**Capital Cost to Implement (estimated): \$3,400 for speed radar board, \$1,600 for temporary speed cushions**

**Staff resources required to implement and associated cost (estimated): Will be captured within current operational budget for seasonal traffic calming.**

**Other operating expenditures required to implement and associated costs (estimated): Will be captured within current operational budget for seasonal traffic calming.**

**Total estimated implementation costs:\$5,000 for both**

**Ongoing operational considerations/costs associated with the project: Will be captured within current operational budget for seasonal traffic calming.**

**Process requirements (for example Public Art Committee, RFP etc.): Site selection with Ward Councillor.**



## 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:**