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.

SECTION 1 - COUNCIL MEMBER INFORMATION

Name:	Ward:
Sergio Morales	Ward 9

Submission Date:
February 24th 2025

SECTION 2 - PROJECT DETAILS

Project name:	Project location:
J. Gibbins Park/Cemetery Restoration of naturalization	J. Gibbins Park, Ward 9

Description of project:

J. Gibbins Park, which is also a cemetery, used to have a strip of bushes along the fenceline that faces the busy Lockhart Road.

This landscape feature was well liked by local resident, as it made both the park and the cemetery components of J. Gibbins Park a pleasant space.

A few years ago, the bushes were removed because I believe they were dying.

Restoring a naturalized feature that possibly utilizes zeroscaping plants and features would bring back a landscaped area for residents to enjoy while ensuring the resiliency of the plants themselves.

Provide a description of the benefits to your ward:

- Beautification of a public park in a neighbourhood that is very much removed from other neighbourhoods makes it more desirable for residents to go for walks and enjoy their local neighbourhood. This improves physical fitness, mobility, and mental health.

- Additionally, restoring the naturalization features of a park that is also technically a cemetery allows us to pay respects to the final resting place of the people there in a low-cost and tasteful manner.

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

- In February 2025, I reached out to the appropriate staffer regarding this

- They gave me the context as to why the bushes were removed and told me if this was something I wanted to pursue, that I should state in this submission form that the guiding objective was to restore the landscaping, but that it be done with a lens of being zeroscaping or at the very least a low-maintenance naturalized area.

- We discussed budget, and the range cost of the scope of the work is $800-$2,000, with a target cost of $1,500.

As such, I am respectfully asking the Finance and Good Governance Committee (and subsequently, Council), to approve this project for up to $2,000. Knowing that it will likely come in under that, but approving the $2,000 amount allows the project to be implemented with a budget flexibility so it can be done properly, so that the project isn't done in a undesirable way since I can't just come back and apply again since we have a hard deadline of March 30th 2025 for these submissions.

SECTION 3 - LINKAGE TO 2022-2026 COUNCIL STRATEGIC PRIORITIES

Affordable Places to Live	**Infrastructure Investments**
Community Safety	**Responsible Governance**
Thriving Community	

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

- Thriving Community (Beautification)

- Community Safety

(crime-prevention through design: a beautified park/cemetery is a desirable park, and a desirable park is a busy park. Grafitti (especially for the cemetery component) and other undesirable behaviour is less likely to occur in a park where beautification gets more people to frequent it.

TO BE COMPLETED BY EXECUTIVE MANAGEMENT TEAM (EMT)

SECTION:4 – PROJECT AND COSTING INFORMATION

Reviewed by the Executive Management Team:	Date: 2025/03/27

Potential project timing:

	Start date: 2025/06/01	End date: 2025/08/30

Capital Cost to Implement (estimated):
1. Estimated cost of $1,500 based on external Contractor rate of approx. $25 per installed plant X 60 plants.

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

Planting by Contractor under existing pricing and RFQ.

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

Watering periodically through first dry season for establishment, approx. $250 staff time and resources.

Total estimated implementation costs: $1,500

Ongoing operational considerations/costs associated with the project: $250 in year one.

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

Not applicable as the work will utilize an existing contract.

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:	