

# City of Brampton Draft Neighbourhood Association Guide

**COMMUNITY SAFETY & WELL-BEING OFFICE**



## City of Brampton Neighbourhood Association Guide

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## City of Brampton Neighbourhood Association Guide

### 1. Introduction

The City of Brampton Community Safety & Well-Being Office (CSWO) is excited to present the **Brampton Neighbourhood Association Guide**. Using place-based approaches, neighbourhoods are at the heart of our work. Through resident engagements from the Nurturing Neighbourhoods Program, the CSWO heard that feeling safe, being connected to resources, and having a sense of belonging are important to creating positive impacts in the community.

The Neighbourhood Association Guide is a tactic identified in the Council-approved [Community Safety Action Plan \(2022-2027\)](#). This resource will share information for capacity building and establishing a network of residents to support working collectively to address and overcome safety concerns in their neighbourhoods.

The Neighbourhood Association Guide aims to support groups of residents governed by volunteers or persons with a vested interest in improving the well-being of residents, and outlines use of the **CSWO Nurtured Neighbourhood Grant**.

### 2. What is a Neighbourhood Association?

A Neighbourhood Association is a volunteer group of residents from the same neighbourhood that get together to identify ways to improve their neighbourhoods, and work together to bring about those changes.

A neighbourhood is described as an area where people live and interact with one another. We leave it to each Neighbourhood Association to define their own boundaries, based on a variety of factors, including geographic location, proximity to amenities, and the overall feel and identity of their area.

A Neighbourhood Association is a great way to meet fellow residents, identify both the strengths and weaknesses within a neighbourhood, and work together to improve the community. Connected neighbourhoods are resilient neighbourhoods.

*“Neighbourhood Associations increase friendships, knowledge with neighbours.”*  
- Resident, Nurturing Neighbourhoods Program Survey

### 3. Brampton Neighbourhood Association Affiliation

Neighbourhood Associations in Brampton are encouraged to become affiliated with the City. Affiliated status is granted to support groups that contribute to the strategic direction that Brampton is a Healthy and Safe City.

### A. Why become affiliated with the City?

Becoming affiliated will unlock the following opportunities through the CSWO:

| ✓ | <b>Benefits</b>                                                                                                                                                                             |
|---|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | The CSWO will fund the Neighbourhood Association up to \$1500 through the Nurtured Neighbourhood Grant for activities, special events, projects, meetings, and related supplies.            |
|   | Boardroom bookings through the CSWO for City Hall West Tower (2 <sup>nd</sup> or 3 <sup>rd</sup> floor) for executive meetings and/or annual general meetings (subject to capacity limits). |
|   | Access to a City liaison through the CSWO's Community Safety Coordinators.                                                                                                                  |
|   | Opportunity to be featured in the upcoming Community Safety & Well-Being Newsletter.                                                                                                        |
|   | Access to advice and support from the Brampton Community Safety Advisory Committee.                                                                                                         |
|   | General liability insurance to cover the Neighbourhood Association's affiliated initiatives, as approved by the CSWO.                                                                       |
|   | Access to other Neighbourhood Associations.                                                                                                                                                 |

Becoming affiliated also allows for networking and connecting to other Neighbourhood Associations that are supported by the CSWO, and the following additional perks:

| ✓ | <b>Benefits</b>                                                                                                                |
|---|--------------------------------------------------------------------------------------------------------------------------------|
|   | Access to mutually beneficial relationships that support and strengthen community involvement.                                 |
|   | Support for neighbourhood initiatives led by association member volunteers.                                                    |
|   | City recognition for neighbourhood-led initiatives that increase community safety and well-being.                              |
|   | Access to opportunities for association members to work collaboratively with the City to address local neighbourhood concerns. |

## B. What is required to become affiliated with the City?

To qualify as a recognized affiliated group and receive the applicable supports and benefits, Neighbourhood Associations must meet all the following requirements and eligibility criteria:

| ✓         | <b>Requirements and Eligibility</b>                                                                                                                                                                                                                              |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1)</b> | <b>Geography</b>                                                                                                                                                                                                                                                 |
|           | All members must reside within their defined geographic boundaries, established by the Neighbourhood Association.                                                                                                                                                |
| <b>2)</b> | <b>Financial Stability</b>                                                                                                                                                                                                                                       |
|           | The Neighbourhood Association must exercise good financial management practices and transparency.                                                                                                                                                                |
| <b>3)</b> | <b>Structure</b>                                                                                                                                                                                                                                                 |
|           | The Neighbourhood Association must operate in an open and democratic manner through the election of an executive from the general membership. For more information on the election process, the Neighbourhood Association may reach out to the CSWO for support. |
|           | The Neighbourhood Association must assign a single point of contact between the CSWO and the Neighbourhood Association.                                                                                                                                          |
|           | The Neighbourhood Association must include a role of Treasurer.                                                                                                                                                                                                  |
|           | A minimum of 50% of members must be over the age of 18. One (1) voter per household is permitted.                                                                                                                                                                |
|           | The Neighbourhood Association must be made up of a minimum of five (5) Brampton residents from the same neighbourhood, each from different households.                                                                                                           |
|           | The Neighbourhood Association must be a volunteer Brampton-based group.                                                                                                                                                                                          |
| <b>4)</b> | <b>Other Requirements</b>                                                                                                                                                                                                                                        |
|           | The Neighbourhood Association must hold an Annual General Meeting (AGM).                                                                                                                                                                                         |
|           | Neighbourhood Associations must adhere to the <a href="#">Ontario Human Rights Code</a> .                                                                                                                                                                        |

|           |                                                                                                                                                                                                                                                                                                                                                                                           |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | Composition of the Neighbourhood Association must be submitted to the CSWO. Updates or changes must be re-submitted to the CSWO in a timely manner.                                                                                                                                                                                                                                       |
|           | Notification must be provided to the CSWO one month in advance of any annual or special general membership meetings.                                                                                                                                                                                                                                                                      |
| <b>4)</b> | <b>Activities</b>                                                                                                                                                                                                                                                                                                                                                                         |
|           | Must have one or more neighbourhood-based activity, program, or event that supports the City's strategic direction that Brampton is a Healthy and Safe City, and the City of Brampton <a href="#">Community Safety Action Plan</a> . Neighbourhood Associations must submit a copy of any activities/schedules/dates (i.e. neighbourhood clean-ups, planting, parties, etc.) to the CSWO. |

### C. What is the process of becoming affiliated?

The process of becoming affiliated with the City has never been easier!

| ✓         | Steps                                                                                                                                                                                          |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1)</b> | <b>Visit the CSWO website</b>                                                                                                                                                                  |
|           | Navigate to <a href="http://www.brampton.ca/communitysafety">www.brampton.ca/communitysafety</a> .                                                                                             |
|           | Read through the identified requirements and eligibility (available on <a href="http://www.brampton.ca/communitysafety">www.brampton.ca/communitysafety</a> or on pages 5-6 of this Guide).    |
|           | Book a meeting with the CSWO or email <a href="mailto:CSWO@brampton.ca">CSWO@brampton.ca</a> for more information on requirements, if necessary.                                               |
| <b>2)</b> | <b>Download and complete Application Form</b>                                                                                                                                                  |
|           | If your Neighbourhood Association meets the requirements and eligibility criteria, download and complete the application form.                                                                 |
|           | Neighbourhood Associations may contact the CSWO online or by email ( <a href="mailto:CSWO@brampton.ca">CSWO@brampton.ca</a> ) with any questions or for support in completing the application. |
| <b>3)</b> | <b>Affiliated Status</b>                                                                                                                                                                       |
|           | The CSWO will review all applications and reply with approval status within 15 business days. All approvals will be discussed and provided over a meeting with the CSWO.                       |
|           | Once Neighbourhood Associations receive affiliated status, they may start using benefits, as applicable.                                                                                       |

|           |                                                                                                                                          |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------|
| <b>4)</b> | <b>Maintenance and review</b>                                                                                                            |
|           | Neighbourhood Associations are required to report back to the CSWO annually, on activities, meetings, and projects on a recurring basis. |
|           | Renewal of affiliated status is required on an annual basis.                                                                             |

**Note:** Affiliation applications and funding will not be available during the period of three (3) months leading up to, during, and the period of three (3) months following a municipal election.

#### **D. What role does the City play in Neighbourhood Association affiliation?**

The City of Brampton will support all Affiliated Neighbourhood Associations by providing services outlined in this Guide. Staff from the CSWO will continually work with all affiliated associations to ensure they are maintaining their committed level of service delivery.

Through the CSWO the City of Brampton's relationship with Neighbourhood Associations is one of support and guidance. The success of Neighbourhood Associations depends on the commitment of their members. The role of the CSWO is to support Neighbourhood Associations by providing guidance when requested, and assist Neighbourhood Associations in their ability to develop, thrive and continue to grow. The stronger the association, the more effective it will be at increasing safety and well-being within the neighbourhood it serves.

The City is not responsible for the decisions and/or actions of any Neighbourhood Association or its members.

#### **E. Approval of Affiliated status**

Applications for affiliated status will be approved by the CSWO, in consultation with other City divisions. The period for approval may take up to 15 business days.

Upon approval, all affiliated groups are required to sign a Neighbourhood Association Affiliation Contract with the CSWO. This contract requires each Neighbourhood Association to adhere to the elements outlined in this Guide.

Approvals for affiliation status are granted for a maximum of one (1) year from the date of approval. Affiliated groups must re-apply to renew their status. Approval is not guaranteed in subsequent years.

#### **F. Termination of Affiliated status**

Affiliation status will be rescinded by the CSWO and future requests for assistance may be denied, if the Neighbourhood Association:

- Abuses the services and privileges provided through affiliation
- Fails to operate in a financially responsible manner
- Fails to abide by the Ontario Human Rights Code

Affiliated Neighbourhood Associations must adhere to the [Ontario Human Rights Code](#). Prohibited grounds under the Code include discrimination of any kind related to race, ancestry, place of origin, ethnic origin, citizenship, sexual orientation, sex, gender identity, gender expression, disability, colour, creed, age, marital status, family status, reprisal, receipt of public assistance (in housing), record of offences (in employment) and discrimination and because of association.

If the prohibited conduct listed above is reported to have taken place by any member of the affiliated Neighbourhood Association, the affiliation status will be reviewed and potentially rescinded by the CSWO.

Neighbourhood Associations may terminate affiliated status at any time. Requests to terminate affiliation must be made in writing to the CSWO (via [CSWO@brampton.ca](mailto:CSWO@brampton.ca)), and must be signed by the group’s main point of contact.

## 4. Connecting People

Brampton is a mosaic and its neighbourhoods are rich in diversity. It is vital to ensure every effort is made to form associations that are reflective of the neighbourhood. To achieve this, the membership recruitment strategy for Neighbourhood Associations should be inclusive and consider a variety of factors:

| ✓ | Considerations       |
|---|----------------------|
|   | Family type          |
|   | Culture and religion |
|   | Age ranges           |
|   | Languages            |
|   | Abilities            |

*“There is a need of a Neighbourhood Association in my neighbourhood as neighbours are not connected and no one feels a sense of belonging.”*  
 - Resident, Nurturing Neighbourhoods Program Survey



## A. How to get started!

Follow these helpful tips for connecting with neighbours and starting a Neighbourhood Association:

| ✓         | Steps                                                                                                                             |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>1)</b> | <b>Meet your neighbours</b>                                                                                                       |
|           | Get to know your neighbours!                                                                                                      |
|           | Gather a group of neighbours together who share a common interest of improving the safety and well-being in the neighbourhood.    |
| <b>2)</b> | <b>Start a group conversation</b>                                                                                                 |
|           | Initiate a virtual group conversation over free online platforms such as Facebook, Whatsapp, or NextDoor, or;                     |
|           | Initiate an in-person group conversation at a nearby park or trail.                                                               |
|           | Potential topics to chat about: safety, beautification, staying connected, accessing resources.                                   |
| <b>3)</b> | <b>Formalize</b>                                                                                                                  |
|           | Establish a formal Neighbourhood Association with a group of neighbours that have engaged thus far.                               |
|           | Identify a group name: " <i>Your Streetname/Neighbourhood name Neighbourhood Association.</i> "                                   |
|           | Identify and finalize your geographic boundary with the CSWO staff.                                                               |
|           | Establish parameters, guidelines, composition, and rules of communication.                                                        |
| <b>4)</b> | <b>Plan a neighbourhood walk</b>                                                                                                  |
|           | Take a light walk through your neighbourhood with neighbours to chat about what you love and what you would like to see improved. |
|           | Establish goals, priorities, and an overall vision for the neighbourhood.                                                         |
|           | Identify neighbourhood assets.                                                                                                    |
| <b>5)</b> | <b>Keep the conversation going!</b>                                                                                               |
|           | Determine a structure for the Neighbourhood Association, including timelines, format, and meetings.                               |

|  |                                                                          |
|--|--------------------------------------------------------------------------|
|  | Determine meeting/communication frequency.                               |
|  | Continue to meet and communicate about priorities identified as a group. |

## B. How to keep members active and involved!

Neighbourhood Associations can make a big impact in the community. The following suggestions can keep the group motivated and maintain their regular participation in the activities of the Neighbourhood Association:

| ✓         | Tasks                                                                                                                                                                                                                                                                                                                               |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1)</b> | <b>Establish structure</b>                                                                                                                                                                                                                                                                                                          |
|           | Define and establish a structure for membership requirements, neighbourhood boundaries, governance, mission, vision, and values.                                                                                                                                                                                                    |
| <b>2)</b> | <b>Establish communication channel(s)</b>                                                                                                                                                                                                                                                                                           |
|           | Communicate with members regularly over one or more channels (i.e. newsletter, or technology platform such as Facebook, Whatsapp, or Nextdoor).                                                                                                                                                                                     |
| <b>3)</b> | <b>Discuss common interests/issues</b>                                                                                                                                                                                                                                                                                              |
|           | Come together and collaborate to problem-solve or learn about common interests or issues in the neighbourhood, such as safety, access to resources, and taking action.                                                                                                                                                              |
| <b>4)</b> | <b>Hold regular meetings</b>                                                                                                                                                                                                                                                                                                        |
|           | Book a suitable location, convenient and accessible by all members. Prepare an agenda to keep the meeting on track. Assign a member to lead discussion. Share notes, action items, decisions and outcomes from meeting discussions, for accountability. Ensure that all meeting communication is transparent and accessible to all. |
| <b>5)</b> | <b>Hold regular events</b>                                                                                                                                                                                                                                                                                                          |
|           | Engage members by planning and attending events, such as neighbourhood social gatherings, neighbourhood tours and walks, and other fun opportunities to meet and socialize with your neighbours.                                                                                                                                    |

## 5. Taking Action

The City supports Neighbourhood Associations in their efforts to take action towards making our neighbourhoods better. A key goal of the CSWO is to provide resources, tools, and support for the process, and to make it as easy as possible for residents to make great things happen in their neighbourhoods.

Need help getting started on a Neighbourhood Association project? Follow this helpful checklist:

| ✓ | <b>Tasks</b>                                                                                                                           |
|---|----------------------------------------------------------------------------------------------------------------------------------------|
|   | Brainstorm a project within your Neighbourhood Association! The goal should be a project that promotes safety and well-being.          |
|   | Work within your Neighbourhood Association to inspire action, keep the project moving, and are willing to lead or support the project. |
|   | Develop a project budget. Determine the cost for the project to come alive, including estimates for materials or equipment.            |
|   | Submit your project plan and application for affiliation to the CSWO.                                                                  |
|   | Make it happen!                                                                                                                        |
|   | Report back to the CSWO and the Brampton Community Safety Advisory Committee (BCSAC) upon project completion.                          |

### A. Opportunities to receive the Nurtured Neighbourhood Grant through the CSWO

Through the CSWO, a funding source to support local neighbourhood associations will be provided, with funds allocated through the 2024 budget process.

Neighbourhood Associations in Brampton will have the opportunity to apply for affiliation. Once approved, the CSWO will fund the Neighbourhood Association projects/initiatives from the Neighbourhood Association Guide project list for up to \$1500 through the **Nurtured Neighbourhood Grant** for access to:

- City-owned boardroom space at City Hall West Tower (2<sup>nd</sup> and 3<sup>rd</sup> floor)
- Projects related to public space beautification, cleanliness, and for taking proactive approaches to the upkeep of neighbourhood properties
- Projects related to increasing the sense of belonging in the neighbourhood, through events such as street parties and street barbeques

Access to the Nurtured Neighbourhood Grant must follow the CSWO guidelines, where applicants are expected to:

| ✓ | <b>Requirements</b>                                                            |
|---|--------------------------------------------------------------------------------|
|   | Outline outputs and measures.                                                  |
|   | Align project(s), meeting(s), or event(s) to the Community Safety Action Plan. |
|   | Report back to the CSWO and the BCSAC on outcomes.                             |

### B. Nurtured Neighbourhood Grant potential uses

Successful affiliated Neighbourhood Association applicants have the opportunity to use the Nurtured Neighbourhood Grant available through the CSWO for several

purposes related to the Community Safety Action Plan, with focus areas and suggested related projects outlined below.

- *Safety:* Organizing and implementing measures for improving safety and local beautification. A visually appealing neighbourhood improves the overall perception of the neighbourhood and one’s interest in participating in neighbourhood initiatives.
- *Awareness:* Organizing and holding neighbourhood events, meetings and/or walking tours to discuss neighbourhood vision and goals and connect people to resources and information.
- *Empowerment:* Fostering belonging within the neighbourhood and taking action to make spaces into places.

Potential projects that fall into the Safety, Awareness, and Empowerment areas are outlined below:

| ✓ | Project          | Description                                                                                                                                                                                                                                                                                                      | Theme          | Available Funding |
|---|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------|
|   | Litter clean-up  | Organize a neighbourhood cleanup event to pick up litter in and around parks, trails, schools, and other public spaces. <a href="#">More information on the City’s Parks Cleanup Program is available online.</a>                                                                                                | Beautification | Up to \$1500      |
|   | Graffiti removal | Identify areas in the neighbourhood where graffiti removal is required. Participate in graffiti removal activities/re-painting/clean-up. Develop maintenance plan.<br><br>Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project. | Beautification | Up to \$1500      |

|  |                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                         |                |              |
|--|-----------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|
|  | Flower planters in public spaces                                | <p>Identifying public spaces in the neighbourhood to add flower planters and develop and implement a plan for maintenance of planters.</p> <p>This project must be in consultation with City of Brampton Parks Maintenance &amp; Forestry division for a feasibility study and does not guarantee implementation.</p>                                                                                                                   | Beautification | Up to \$1500 |
|  | Flower planters for traffic calming (landscaped street medians) | <p>Identify local roadways in the neighbourhood to implement flower planters or landscaped street medians as a physical design element to improve traffic safety for pedestrians, cyclists, and motorists.</p> <p>This project must be in consultation with City of Brampton Public Works &amp; Engineering Department and Parks Maintenance &amp; Forestry division for a feasibility study and does not guarantee implementation.</p> | Safety         | Up to \$1500 |
|  | Public bench dedication                                         | <p>Identify areas in the neighbourhood that could benefit from public benches. <a href="#">More information on bench dedications is available online.</a></p>                                                                                                                                                                                                                                                                           | Place making   | Up to \$1500 |
|  | Painted waste receptacles                                       | <p>Partner with local artists for neighbourhood-led project to paint waste receptacles, to encourage use and discourage litter.</p>                                                                                                                                                                                                                                                                                                     | Beautification | Up to \$1500 |

|  |                    |                                                                                                                                                                                                                            |                    |              |
|--|--------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------|
|  |                    | Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project and does not guarantee implementation.                                               |                    |              |
|  | Information boards | Identify areas for neighbourhood information/resource boards and a maintenance plan for turnover of information and for avoiding litter.                                                                                   | Place making       | Up to \$1500 |
|  | Pop-up libraries   | Identifying areas for and resourcing a neighbourhood pop-up library.<br><br>Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project.         | Place making       | Up to \$1500 |
|  | Pop-up markets     | Identifying areas for and resourcing a neighbourhood pop-up market.<br><br>Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project.          | Place making       | Up to \$1500 |
|  | Adopt-a-park       | Volunteers can donate time and resources to give special care to a City park by helping maintain, beautify, and enhance the open space and keep the park safe for all to enjoy. By adopting a park, a group of volunteers' | Sense of belonging | Up to \$1500 |

|  |                                    |                                                                                                                                                                                                                                                                                                                                                  |                |              |
|--|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|
|  |                                    | pledges to conduct 6 stewardship activities or events over the 2 year adoption period. <a href="#">More information is available online.</a>                                                                                                                                                                                                     |                |              |
|  | Neighbourhood entrance flower beds | Supporting or leading the design and planting of neighbourhood entrance flower beds.<br><br>This project will be assessed and actioned by City of Brampton Parks Maintenance & Forestry division following the submission of a 311 Service Request.                                                                                              | Beautification | Up to \$1500 |
|  | Way-finding signage                | Identify areas in the neighbourhood that require new or additional signage for way-finding.<br><br>This project must be in consultation with applicable City departments for a feasibility study and does not guarantee implementation.                                                                                                          | Place making   | Up to \$1500 |
|  | Painted trails                     | Partner with local artists for neighbourhood-led project to paint neighbourhood trail(s), to beautify and build sense of belonging within the neighbourhood.<br><br>Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project and does not guarantee implementation. | Place making   | Up to \$1500 |

|  |                              |                                                                                                                                                                                                                                                                                                                |                    |              |
|--|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------|
|  | Multi-purpose Court Art Work | <p>Partner with local artists for neighbourhood-led beautification of multi-purpose courts.</p> <p>Appropriate materials and maintenance must be determined with the CSWO and applicable City divisions prior to initiating this project. Implementation is not guaranteed.</p>                                | Beautification     | Up to \$1500 |
|  | Street parties               | <p>Plan and hold a street party with your Neighbourhood Association. Include inclusive activities and fun 'getting-to-know-you' games to build sense of belonging within the neighbourhood.</p> <p>This project must be in consultation with applicable City departments to obtain appropriate permits.</p>    | Sense of belonging | Up to \$1500 |
|  | Street barbeques             | <p>Plan and hold a street barbeque with your Neighbourhood Association. Include inclusive activities and fun 'getting-to-know-you' games to build sense of belonging within the neighbourhood.</p> <p>This project must be in consultation with applicable City departments to obtain appropriate permits.</p> | Sense of belonging | Up to \$1500 |
|  | Access to space              | Access municipal space, such as community rooms at Recreation Centres or                                                                                                                                                                                                                                       | Connectedness      | Up to \$1500 |



|  |  |                                                                                         |  |  |
|--|--|-----------------------------------------------------------------------------------------|--|--|
|  |  | parks for Neighbourhood Association events, executive meetings, or membership meetings. |  |  |
|--|--|-----------------------------------------------------------------------------------------|--|--|

**Note:** All potential projects listed in the table above have varying timelines. Connect with the CSWO for applicable project timelines.

### C. Number of projects per year

Affiliated Neighbourhood Associations are permitted to apply for access to the Nurtured Neighbourhood Grant for projects in the specific geographic boundaries of their Neighbourhood Association for as many projects/initiatives totalling \$1500.

If additional projects are desired for the geographic boundaries of the Affiliated Neighbourhood Association, the group may connect with the CSWO for additional options for running multiple projects/initiatives per year.

Multiple Neighbourhood Associations for one geographic boundary are not permitted to apply for funding concurrently. The CSWO will review all applications and boundaries upon receipt to make a collective decision.

### D. Successful projects

Successful applicants will be required to report back to the CSWO and the BCSAC on their projects, as a mechanism for ensuring the funds are used towards neighbourhood beautification and safety, and will be invited to participate in [CSWO Quadrant Connection Meetings and Workshops](#) to share their projects with the community.

The CSWO will evaluate the impacts on safety and well-being in neighbourhoods resulting from the Neighbourhood Association's collective measures on beautification and enhanced safety projects, and will track outputs and outcomes as a measure for determining the success of the Nurtured Neighbourhood Grant.

## 6. Neighbourhood Action Plan

Through Neighbourhood Action Plans, Neighbourhood Associations are empowered to build stronger neighbourhoods where everyone feels safe, has a sense of belonging, and are connected to information and resources.

Neighbourhood Action Plans identify short, medium, and long-term goals to shape the future of neighbourhoods, with achievable actions to reach the neighbourhood vision identified by its residents.

The CSWO can support Neighbourhood Associations in the development and implementation of Neighbourhood Action Plans.

*“Help us to be more familiar with neighbours and feel safer.”*

- Resident, Nurturing Neighbourhoods Program Survey

### A. Why create a Neighbourhood Action Plan?

There are many reasons to capture the collective thoughts and ideas from residents into an Action Plan – benefits include:

| ✓ | <b>Benefits</b>                                                                          |
|---|------------------------------------------------------------------------------------------|
|   | Increase knowledge about the neighbourhood                                               |
|   | Increase opportunities to connect and get to know your neighbours                        |
|   | Increase sense of belonging within the neighbourhood                                     |
|   | Increase opportunities for residents to get involved and be engaged in the neighbourhood |
|   | Increase safety, access to information, and empowerment within neighbourhoods            |
|   | Increase opportunities for capacity building and leadership among the neighbourhood      |

*“Neighbourhood-based festivals and events would help to build connection and community between neighbours, which is an important factor in personal wellbeing, safety, security, and ability to support each other in celebrations and difficulties.”*

- Resident, Nurturing Neighbourhoods Program Survey

### B. Approach

The seven (7) principles noted below outline the approach for building Neighbourhood Action Plans within your Neighbourhood Association. Recognizing that each neighbourhood is unique, these principles are provided to establish some common ground for neighbourhoods to incorporate and work towards.

|    |                        |                                                                                                                               |
|----|------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 1) | <b>Resident-led</b>    | Residents will lead initiatives and have ownership over ideas and projects that make positive impacts to their neighbourhood. |
| 2) | <b>Action oriented</b> | Residents will generate ideas and projects to drive meaningful and measurable actions and change in their neighbourhood.      |

|    |                                    |                                                                                                                                                                          |
|----|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3) | <b>Focus on assets</b>             | Residents will focus on amenities and assets that are found in their neighbourhoods and find ways to maximize their use and benefits to the neighbourhood.               |
| 4) | <b>Inclusive and collaborative</b> | Residents will work together within the neighbourhood association to ensure practices and programs are fair, equitable, and foster a sense of belonging for all members. |
| 5) | <b>Achievable outcomes</b>         | Residents will work on projects and initiatives that are realistic and achievable based on available funding (through fundraising or community grants).                  |
| 6) | <b>Positive impacts</b>            | Action Plans should identify and implement projects that lead to positive impacts and change for the neighbourhood.                                                      |
| 7) | <b>Measurable</b>                  | Projects and initiatives should be reported to the CSWO with metrics and data that show positive impacts and outcomes.                                                   |

### C. Asset identifying activity

*How many communities are in my neighbourhood?*

This activity can encourage connectedness and belonging, while also providing an opportunity for neighbourhood asset mapping. These identified communities within a neighbourhood may be able to either support Neighbourhood Association goals and objectives or become members.

For example, a beautification project might need a variety of talents, such as gardeners, artists and even landscapers. Members from the gardening community, the artist community, and the landscaping community may already be residents in a neighbourhood that are taking part in a beautification project and may be happy to share their talents to improve their neighbourhood.

## 7. Great Neighbourhoods

Great neighbourhoods are more resilient to neighbourhood disorder. They are clean, well-maintained, and free from graffiti. The buildings and properties are well-cared for, and people are socially connected. These attributes make a neighbourhood more resilient to activities that threaten a person's sense of safety and well-being. Many of the issues that erode a neighbourhood's sense of safety and well-being stem from by-law-related issues. Residents have shared with the CSWO that car overcrowding on side streets, litter in public spaces and excessive noise in public spaces, often lead to a feeling of being unsafe.

Neighbourhood Associations can assist neighbours with regaining a sense of safety. Hosting information sessions for residents can be an effective way to help them learn about laws that can impact their quality of life, as well as how to raise the level of community engagement around neighbourhood care and maintenance.

Brampton is a beautiful city with vibrant outdoor spaces for all to enjoy. Everyone plays a role in keeping our city clean, green, and safe!

## **A. Maintain your property**

Be sure to maintain your lawn with regular mowing and weed control.

- Not sure when it's time to cut your grass? If it's taller than a soccer ball, it's time to cut it! Grass and weeds should be cut regularly, with clippings removed.
- Mowing your lawn at a three-inch height promotes stronger grass roots. Ensure grass and weeds do not exceed a maximum of eight inches in height.
- Mulch your trees and shrubs.
- Wear proper work gloves and pull out weeds by hand to get them from the root.
- Avoid using pesticides, herbicides and phosphorus fertilizers. Try sustainable options like horticultural oil, neem oil or vinegar spray.
- Parking on any landscaped portion of your property is illegal.
- Maintain trees and hedges to avoid overgrowth. Remove dead, decayed or damaged trees.
- Need assistance with an unhealthy City-owned tree? Contact Service Brampton! Our team can be reached through smartphone, online, or by calling 311. Download the 311 Brampton app at the App Store or through Google Play.

The City maintains grass and weeds in public spaces regularly. [Click here to learn more about yard maintenance.](#)

- 'Longing' for Fresh Air – The City has properties that are intentionally being returned to their natural state for environmental benefits. Not all long grass is as a result of neglect. To learn more about these locations, visit [City of Brampton | Grow Green |](#)

## **B. Don't litter, and be aware of illegal dumping**

Help keep our community clean and green – refrain from littering, and remember, dumping is illegal.

- Put litter where it belongs – in the trash.
- Sort your waste. Use the garbage, recycling and organics bins.
- Be a responsible pet owner and pick up after your dog.
- Do not dump household garbage, construction materials, appliances, furniture, or other waste items on someone else's property, along the roadside, or at another undesignated area.
- Participate in the [City's Parks Cleanup program](#) to help keep our parks clean and green.

- Consider volunteering with Community Groups such as People Against Litter (P.A.L.) to help keep Brampton clean

If you see a garbage bin overflowing, debris, or illegal dumping, note the details and contact 311 to report it. [Click here to learn more about illegal dumping.](#)

### **C. Watch your noise**

When we spend time outside, it's important to keep our neighbours in mind. Please keep excessive noise down.

Under the City's Noise By-law, no one is permitted to make noise that are likely to disturb other Brampton residents. This could include a dog barking daily and excessively, someone playing a loud stereo or musical equipment regularly, or someone operating construction equipment daily, as examples.

If you have a concern about excessive or nuisance noise contact 311 for a response by our By-law Enforcement team.

## **8. Highlights from a Neighbourhood near you!**

Neighbourhood Associations assist residents in learning about how to improve their sense of safety, how to become more aware of concerns within their neighbourhood, and how to become empowered to address those issues. Neighbourhood Associations build neighbourhood resilience, and there are many active groups across the City working on enhancing their neighbourhoods. Check out some tips and highlights from existing Neighbourhood Associations in Brampton!

- **Fletcher's Creek SNAP (Wards 1&5)**

The Fletcher's Creek neighbourhood worked collaboratively with Credit Valley Conservation, City of Brampton, Region of Peel, local residents, community members, and leaders to develop the Fletcher's Creek Sustainable Neighbourhood Action Plan (SNAP). This group has come together to share resources and information, and work on several neighbourhood initiatives, including tree planting, sustainable home landscaping, and community engagement.

- **Heart Lake Happenings (Wards 2&6)**

Created in 2012, this group of residents live, work, or play in the Heart Lake neighbourhood, and come together over Facebook and in-person gatherings to foster community building and great neighbourhood spirit. Over 3000 members participate, share, and discuss ideas and topics related to their neighbourhood.

- **Peel Village (Wards 3&4)**  
The Peel Village neighbourhood hosts an active group of residents, who empower each other to take the lead in enhancing safety and shaping the future of their neighbourhood.
- **Bramalea SNAP (Wards 7&8)**  
This program includes the facilitation of monthly network meetings, annual events with resident leadership, local partnership development, and a focus on neighbourhood engagement to support local revitalization projects.
- **Mount Royal Community Group (Wards 9&10)**  
The Mount Royal Community Group works to build relationships among its residents to form a close-knit community by organizing fun movie nights and activities, supporting schools in their area, and advocating for neighbourhood with the local government to improve safety.

## 9. Acknowledgements

The City of Brampton Community Safety & Well-Being Office is excited to share a structure to residents for establishing and sustaining Neighbourhood Associations within our community.

To build this Guide, the CSWO conducted a jurisdictional scan of existing Neighbourhood Association programs across Ontario, and appreciates the valuable insight gained from the following communities:

[City of Burlington \(lower-tier municipality\)](#)

[City of Kitchener \(lower-tier municipality\)](#)

[City of London \(single-tier municipality\)](#)

[City of Mississauga \(lower-tier municipality\)](#)

[City of Toronto \(single-tier municipality\)](#)