

Date: June 17, 2025

To: **Committee of the Whole**

Name and title: Deanna Wasnik, Director of Planning and Development

Subject: Heritage Sign Revitalization Project

Attachment(s): 2025 Heritage Sign Estimate
Prince George Heritage Commission 2024 Annual Report
Prince George Heritage Commission 2025 Work Plan

Recommendation(s):

That Committee of the Whole RECEIVES FOR INFORMATION the report dated June 17, 2025, from the Director of Planning & Development, titled "Heritage Sign Revitalization Project"

Purpose:

The purpose of this report is to provide the Committee of the Whole with information on the Prince George Heritage Commission's Sign Revitalization Project ("SRP").

Background:

On March 10, 2025, the Prince George Heritage Commission ("PGHC") presented their annual report to Council. This annual report included a request to Council to provide additional financial support for updating and replacing the City's heritage signs. Council passed the following resolution:

That Council REFERS to the Committee of the Whole meeting scheduled for June 25, 2025 recommendation number three noted in the 2024 Annual Report from the Prince George Heritage Commission.

This report addresses the above-noted Council resolution.

Discussion:

In 2023, the PGHC completed an update to the heritage sign inventory and assessed the condition of existing signage. The City currently has 61 signs that are specific to heritage education. It was determined by the PGHC that approximately 33 signs are needing repair, and four (4) are currently missing. Administration indicates that with our current workload and existing annual budget, we have the ability to repair up to three (3) signs per year.

The goal of the SRP is to re-imagine and re-design all 61 heritage signs and to modernize outdated language and content. A key component of the project is to collaborate with the Lheidli T'enneh First Nation to incorporate their history and perspectives into the heritage signage. The PGHC recommends that all new signs be fabricated using weather-resistant and graffiti-proof materials to ensure durability and long-term preservation.

The PGHC has requested \$60,000 to support the Heritage Sign Revitalization Project and intends to apply for both federal and provincial grants to help fund the cost of the project. For Council's consideration, Administration has provided a cost estimate (attached) for the replacement of each sign. The cost estimate indicates each sign is \$1,739.61, which means the replacement of all 61 signs would be approximately \$106,116.

In accordance with the City's Purchasing Bylaw No. 8841, 2017, purchases between \$50,000 and \$200,000 may be authorized by the Manager of Risk and Procurement for a Request for Proposal, provided they align with the approved financial plan and Purchasing Procedures.

Summary and conclusion:

This report provides additional information on the Heritage Sign Revitalization Project provided in the Prince George Heritage Commission's annual report. Administration recommends this report be received for information.

Respectfully submitted:

Deanna Wasnik, Director of Planning and Development

Prepared by: Melissa Pritchard, Staff Liaison

Approved:

Walter Babicz, City Manager

Meeting date: 2025/06/25



City of Prince George
Sign Shop - 3rd Party Estimate
2025 Estimate



Date of Quote	April 10, 2025
Location	Various location through out the city
Estimate For	Melissa Pritchard
Project Description	Heritage Signs
Sign Description	

SUMMARY:

LABOUR

				Wage	Benefit	Total
Sign Repair Person 1 @ \$38.21/hr	\$	76.42	2 hours	\$ 38.21	\$ 13.98	\$ 52.19
Sign Repair Person @ \$37.30/hr	\$	37.30	1 hour	\$ 37.30	\$ 13.65	\$ 50.95
Welder @ \$100.00 shop rate	\$	200.00	2 hours			
Welder rate build in the shop rate	\$	-		\$ 45.24	\$ 16.55	\$ 61.79
Wages	\$	313.72				
Employee Benefits	\$	74.71				
Sub-Total	\$	388.43				

EQUIPMENT

City Equipment Unit 2117 @ \$41/hr	\$	41.00	1 hour
Sub-Total	\$	41.00	

MATERIALS USED

Description of Signs & Bases Used:

12" Sign Base \$125.00	\$	125.00	1
8' Sign Base \$100.00	\$	100.00	1
Post 5'6" @ \$59.80	\$	59.80	1
Sheet metal for making sign	\$	490.00	1
Lexan	\$	145.00	1
Power Coating	\$	250.00	1
Materials Used	\$	1,169.80	1 Company will honour the past years price.
PST	\$	81.89	
GST	\$	58.49	
Sub-Total	\$	1,310.18	

Wages/Equipment/Materials Grand Total

Administration Fee @ 15%	\$	-
GST	\$	-
Administration Fee & GST Grand Total	\$	-
	\$	-

Wave this portion of costs

Total of Estimate \$1,739.61

Estimate By Shirley Halliday, Sign Shop

Edoc #365248

COMMITTEE REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: December 3, 2024

TO: MAYOR AND COUNCIL

NAME AND TITLE: Dr. George Davison, Chair, Prince George Heritage Commission

SUBJECT: Prince George Heritage Commission 2024 Annual Report

ATTACHMENT(S): Prince George Heritage Commission 2025 Work Plan
City of Prince George Heritage Commission Bylaw No. 8133, 2008

RECOMMENDATIONS:

That Council APPROVES the Prince George Heritage Commission 2025 Work Plan as attached to the report dated December 3, 2024, from the Chair of the Prince George Heritage Commission titled "Prince George Heritage Commission 2024 Annual Report."

PURPOSE:

The purpose of this report is to provide an update to Mayor and Council on the progress of the Prince George Heritage Commission for the year 2024.

The Prince George Heritage Commission advises on matters regarding the protection, conservation, and interpretation of heritage resources and buildings within the Community. This year is the 30th anniversary of the Commission. The committee consists of nine (9) members appointed by Council, with terms of reference for the Commission guided by the City of Prince George Heritage Commission Bylaw No. 8133, 2008 (attached).

WORK OF THE HERITAGE COMMISSION IN 2024:

The Commission meets on March 14, June 13, September 12, and December 12. While the Commission made significant progress this year, conducting its business is challenging with only four meetings annually. Working groups have met several times outside of formal meetings.

The Heritage Registry Working Group has taken on the task of reimagining heritage in Prince George. The Register was created in 2007, and it has 15 buildings and sites on it; but almost 500 old houses, buildings and trees that have heritage value have been documented. That work was done years ago, but the world of heritage has not stood still.

Over ten years ago, the Prince George Heritage Context Study (2010) proposed a thematic framework for heritage. Now, the Commission proposes that heritage recognizes that this region has been the territory of the Lheidli T'enneh for thousands of years, and that heritage resources represent broad patterns or themes of local history, such as education, culture, economy/industry, health, transportation, recreation, neighbourhoods and view lines, to name a few. To do this, we recommend that a call be put out to the public to nominate Prince George heritage (January – March), that the Commission evaluate those submissions (April), prepare Statements of Significance (May – August), and publicize our findings (Fall 2025). To do so, we have drafted new forms to encompass the broader definition of heritage. The new forms do not just represent reconciliation but also guide the ideas of heritage away from structures only, and more in line with the context study themes.

The Heritage Interpretive Signs Working Group has had several meetings to discuss the process of developing and maintaining heritage signs throughout the City. One of the first things the new Community Heritage Commission did in the mid-90s was to erect 8 signs along the river trails. Now, there are 61 heritage signs in the city, about half of which need repair. At a rate of three (3) signs per year, it'll take 10 years to fix the damaged signs, and the current repair program does not include any consideration for updating design and content. In many cases, the language and design are outdated and contrary to the City's values of inclusivity, accessibility, and reconciliation with Indigenous peoples. Updating design and content requires contacting those who erected the signs, agreement on next steps, and staffing and budget to carry out the work.

The PG Retired Teachers presented to Commissioners on April 15 Tiiu Lucas' book, *Local Schooling: A brief history of the first six decades of formal education in the Fraser-Fort George Region*. They have kindly provided the Commission with copies of both books. They have also done preparatory work for several signs of early PG schools, a proposal that is on hold until we figure out what to do with signs in general. Likewise, two signs the Commission proposed in 2021 are on hold as they await the Commission's reimagining of heritage signs in Prince George.

The Networking and Capacity Building working group has been working towards a stakeholder meeting for over a year. The main stakeholders include the city, the Lheidli T'enneh First Nation, the Exploration Place and Prince George Public Library. Before November 14, they had not met since PG's centennial. At a recent meeting at the Exploration Place, we discussed the importance of having physical signs, but also the need to update them and publicize them. Grants are available from various sources (Heritage BC, Canadian Heritage, private foundations and corporate sponsors) but the Commission alone cannot apply for grants. For Heritage BC partnership grants up to \$20,000, the city would have to provide \$10,000; for Canadian Heritage grants up to \$250,000, the city would have to put up 25%. We agreed to continue the dialogue early in the new year. Both the Library and The Exploration Place have named representatives to join the Commission, either as regular guests or through a formal appointment.

The Heritage Fair on May 10, coordinated by Krystal Leason of the Huble Homestead/Giscome Portage Heritage Society, was a great success and a couple of us were judges. The Heritage Commission's Creative Spirit Award went to Kenna, from Beverly Elementary for her project, "A History of the Beverly Fire Department."

BUDGETARY IMPACT

For the past 4 years, the Commission has not spent any of its \$7,000 budget. We have relied on our own resources, and to date, there has been no expenditure for partnership building with the Lheidli T'enneh, Library or Exploration Place.

Meaningful revitalization and celebration of Prince George's heritage resources require financial support. The Commission would like to lead and support grant-writing for Heritage work, but this requires some financial support from the City. For example, available provincial grants cover 50% of costs, and federal funding covers 75% of costs. The Commission's membership includes experienced grant-writers, and the Exploration Place has offered to support grant writing and submission. However, applications cannot be contemplated without the support, including the financial support, of the City.

HERITAGE COMMISSION MEMBERSHIP:

Three (3) new members were appointed to the Heritage Commission on December 14, 2023, one of whom resigned in the new year; three (3) more were added in March and one (1) more in June bringing the total current membership to nine (9) members.

2024 RECOMMENDATIONS:

The Heritage Commission requests that Council pass the following recommendations to support its 2025 work plan:

1. Increase the number of Commission meetings from four (4) to seven (7) annually.
2. Endorse reconciliation with the Lheidli T'enneh through future Commission projects.
3. Provide additional financial support for updating and replacing heritage signs.
4. Increase Commission membership to twelve (12) to enhance capacity and collaboration.
5. Direct staff to investigate increasing staff support for the Commission.

RESPECTFULLY SUBMITTED:

Dr. George Davison, Chair
Prince George Heritage Commission

2025 Prince George Heritage Commission Budget/Workplan

1 HERITAGE BUILDINGS/HERITAGE REGISTER								
Item #	Action Items	Details/ Sub-details	Member(s) Responsible	Completion Date	Status	Budget Allocation	Budget Spent	Notes
1a	Recommend two (2) properties for inclusion on the Prince George Heritage Register	Complete a Statement of Significance for two heritage properties that has received a nomination for inclusion on the Heritage Register		On-going		\$ -	\$ -	Knox United Church evaluation has been completed Acquire property owner consent for 2299 Laurier Crescent
1b	Broaden the definition of heritage	Update form to encompass heritage themes		Ongoing		\$ -	\$ -	Themes for consideration include: education, culture, economy/industry, health, transportation, recreation, neighbourhoods, viewscales.
1c	Public Engagement	Engage the public in heritage nominations		March 2025		\$ 1,000.00	\$ -	
1d	Review nominations forms	Evaluate public request for heritage nominations		April 2025		\$ -	\$ -	
1e	Prepare Statement of Significance	Rewrite Statement of Significance based upon the public nominations		August 2025		\$ -	\$ -	
2 HERITAGE INTERPRETIVE SIGNS								
2a	Heritage Sign Revitalization Project	Assess the quality of the 61 heritage signs and determine the number of signs to be refurbish/replace.		on-going		\$ 60,000.00	\$ -	Revise sign descriptions as needed. Refurbishment/replacement costs will be based on quote provided by the CPG Sign Shop. Acquire quotes for weather and graffiti proof signs.
2b	Partner with Lheidhli T'enneh	Partner with Lheidhli T'enneh to develop a sign template						
2c	Seek additional funding for Heritage Signage Revitalization Project	Apply for grant funding or partnerships for the revitalization project		on-going			\$ -	
2d	Update CPG heritage webpage	Work with CPG Communications to share Heritage Signs online		on-going		\$ -	\$ -	

2e	Create QR codes for existing signs	Create and place QR codes on existing signs that link to the CPG website		on-going		\$ 300.00	\$ -	
3 COMMUNITY OUTREACH AND EDUCATION - PUBLICATIONS AND PROMOTIONAL MATERIALS								
3a	Publicize PG Heritage	Work with CPG Communications to share CPG Heritage Commission's 31st anniversary		On-going		\$ 1,000.00	\$ -	
3b	Business Cards and Name Tags	Create and order tag names and business cards for Commissioners		on-going		\$ 1,000.00	\$ -	Acquire a quote from a local business for exact cost
3c	Publicize Heritage Work	Work with CPG Communications to share Heritage Commission work with the public		on-going		\$ 1,000.00	\$ -	
3d	Heritage Tours	Create a PG Heritage Map and update heritage walking tours		On-going		\$ 1,000.00	\$ -	
3e	Community Outreach	Participation in events and community groups Social media		On-going		\$ 1,000.00	\$ -	
4 NETWORKING AND CAPACITY BUILDING								
4a	Webinar Training	As appropriate		Ongoing		\$ -	\$ -	
4c	Lheidli T'enneh First Nation Partnerships and Collaboration	Explore partnership and grant opportunities with LTFN. Collaborate with LTFN when considering nominations for the registry and new sign content		On-going		\$ 500.00		

4b	Partnership Building	Explore Partnership Opportunities with other heritage-related community organizations/groups		On-going		\$ -	\$ -	
							\$ -	
Estimated Expenditures						\$ 66,800.00	\$ -	
Total Proposed Budget						\$ 66,800.00		