

Date: September 23, 2025

To: **Mayor and Council**

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

Subject: REVISED UBCM Strategic Priorities Fund Capacity Building Stream Grant Application for a Civic Facilities Master Plan

Attachment(s): Report to Council - UBCM Strategic Priorities Fund – Civic Facilities Master Plan 2025-09-10

## Recommendation(s):

1. That Council APPROVES that Administration complete the application process for grant funding under UBCM’s Strategic Priorities Fund Capacity Building Stream for the creation of a Civic Facilities Master Plan; and AUTHORIZES the City’s Financial Officer and Director of Civic Facilities & Events to sign grant application documents and any contract documents should grant approval be received.
2. That Council SUPPORTS the proposed Civic Facilities Master Plan; and AUTHORIZES the Asset Management Division to provide overall grant management.
3. That Council SUPPORTS any project cost over-runs.

## Purpose:

This report is presented to request City Council’s *revised* authorization for completing an application under the Strategic Priorities Fund Capacity Building Stream to include specific wording required by UBCM – “Council supports any cost over-runs”.

## Background & Discussion:

Council received and approved the attached, “Report to Council - UBCM Strategic Priorities Fund – Civic Facilities Master Plan 2025-09-10” during the Sept 17<sup>th</sup> Council meeting. The resolution was submitted to UBCM. The City was informed that there is wording missing from the original resolution related to Council’s support for project cost over-runs. Cost over-runs for a project of this nature is not expected, however, the wording in the Council resolution is a requirement of the grant application. If there were any cost over-runs, the City would use the Infrastructure Planning–General annual operating account.

Summary and Conclusion:

Administration requests Council's revised approval to complete the grant application process under the UBCM Strategic Priorities Fund Capacity Building Stream that includes support for cost over-runs.

Respectfully Submitted:

Deanna Wasnik, Director, Planning and Development

Prepared by: Kristy Bobbie, Manager, Asset Management & Capital Planning

Approved:

Walter Babicz, City Manager

Meeting Date: 2025/10/06