

Date: September 10, 2025

To: **Mayor and Council**

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

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

Attachment(s): None

## 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.

## Purpose:

This report is presented to request City Council's authorization for completing an application under the Strategic Priorities Fund Capacity Building Stream. The grant will fund the creation of a Civic Facilities Master Plan.

## Background & Strategic Priorities:

The City of Prince George vision and mission describe a diverse, progressive, and vibrant provincial centre with accessible opportunities, a strong and stable economy and an enviable quality of life. In order to meet that vision and to build a strong foundation for growth, Council's Strategic Plan identifies the need for a Civic Facilities Master Plan. A renewal strategy was completed in 2019 for the City owned buildings and now it is time for a new master plan that will include, not just renewal planning, but also plan for growth, climate mitigation/adaptation, and accessibility improvements. This will allow the City of Prince George to continue to provide services sustainably and continue to offer a community where people can live, work, and play.

### Project Overview:

A Civic Facilities Master Plan is a comprehensive strategy for the maintenance, renewal, and development of City owned buildings, including arenas, pools, Administration buildings, fire halls, cultural buildings, police, parkades, and buildings leased to not-for-profit 3rd party service providers. It will utilize the City's detailed asset inventory, recent condition assessments, planned capital projects, maintenance schedules and predictive modeling data to identify future needs and prioritize investments. Future demands and functionality/capacity constraints will be included in the analysis. The plan will support informed decision making, budgeting, and sustainable service delivery over a 20-year horizon.

### Financial Considerations:

The Strategic Priorities Fund Capacity Building Stream provides funding to local governments for a variety of asset management and long-term infrastructure planning initiatives.

Within the grant application, the City is requesting the full project cost of \$150,000 be covered by the grant.

### Summary and Conclusion:

Administration requests Council's approval to complete the grant application process under the UBCM Strategic Priorities Fund Capacity Building Stream.

### Respectfully Submitted:

Deanna Wasnik, Director, Planning and Development

Prepared by: Kristy Bobbie, Manager Asset Management

### Approved:

Walter Babicz, City Manager

Meeting Date: 2025/09/17