

Date: March 18, 2026

To: **Mayor and Council**

Name and title: Eric Depenau, Director of Administrative Services

Subject: 2026 UBCM Community Emergency Preparedness Fund -
Public Notification and Evacuation Route Planning

Attachment(s): None

Recommendation(s):

THAT Council;

1. SUPPORTS the City submitting a grant application to the Union of British Columbia Municipalities (UBCM) Community Emergency Preparedness Fund –Public Notification and Evacuation Route Planning in the amount of forty thousand dollars (\$40,000) to support the finalization of the City’s Evacuation Response Plan;
2. AUTHORIZES the City’s Director of Finance and/or Director of Administrative Services to sign the grant application and subsequent contract documents should grant approval be received; and
3. CONFIRMS that the City of Prince George will assume overall grant management should grant approval be received.

Purpose:

The purpose of this report is to seek a City Council resolution in support of a UBCM Community Emergency Preparedness Fund – Public Notification and Evacuation Route Planning grant (CEPF grant) to support the completion of the City’s Evacuation Response Plan, specifically components related to evacuation route planning for established evacuation zones.

The Emergency Programs division is currently working to update the existing draft Evacuation Response Plan (developed in 2018) to align with the Emergency Disaster Management Act and associated regulations, with the end goal being a finalized Evacuation Response Plan. While a significant amount of this work is being completed internally by the Emergency Programs division, the Emergency Programs division is seeking support from a consulting firm to complete evacuation route planning. The scope of this work is planned to include evacuation zone specific plans, public notification templates and an overarching evacuation route plan for the entirety of the City of Prince George.

Strategic Priorities:

The proposal to apply to the UBCM's Community Emergency Preparedness Fund for Public Notification & Evacuation Route Planning relates to the Environmental Stewardship and Climate Action strategic pillar, specifically in bolstering the resiliency of the City's ability to respond to emergency events within municipal boundaries.

Summary and conclusion:

The UBCM Community Emergency Preparedness Fund – Public Notification & Evacuation Route Planning Grant supports local governments by supporting the development of Evacuation Route Planning and Public Notification systems. It is part of a larger funding program intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by the Union of BC Municipalities.

This grant will support the City's ability to activate and effectively respond to emergency events with evacuation zone specific evacuation route plans, further enhancing the City's ability to ensure the safety of residents and businesses impacted by evacuation alerts and orders.

Respectfully submitted:

Eric Depenau, Director of Administrative Services

Prepared by Kyle McGhee, Supervisor Emergency Programs and Tanya Spooner, Manager Emergency Programs

Approved:

Andy Beesley, Acting City Manager/
Director of Civic Facilities and Events

Meeting date: 2026-04-13