

Date: October 24, 2025

To: **Mayor and Council.**

Name and title: KRIS DALIO, DIRECTOR OF FINANCE AND IT SERVICES

Subject: **2025 Q3 DELEGATED AUTHORITY REPORT**

Attachment(s): Q3 Budget Amendment Form

Recommendation(s):

That Council APPROVES the Budget Amendment Form attached to the report dated October 24, 2025 from the Director of Finance and IT Services titled “2025 Q3 Delegated Authority Report.”

Purpose:

To provide Council with information detailing the use of the City Manager’s delegated authority for the period July 1st to September 30th, 2025.

Policy/Regulatory Analysis:

This report has been provided as an outcome of a January 11th, 2021 resolution of Council to supplement the new Sustainable Finance Policy 14.1 that was amended on November 23, 2020 and put into effect on January 1, 2021. Subsequently, Sustainable Finance Policy 14.1 was replaced with City of Prince George Capital Project Budget Delegation of Authority Bylaw No. 9217, 2021.

Bylaw No. 9217 provides that “the City Manager is delegated the power and authority to increase the budget and funding for a Capital Project approved by Council, and to amend the funding sources for the Capital Project accordingly, provided that the total increase in a calendar year is less than or equal to the lower of: a. five percent (5%) of the budget and funding for a Capital Project approved by Council; or b. one hundred thousand dollars (\$100,000.00).”

Other Considerations:

There are three capital projects that Administration is asking Council for approval to change funding sources. These projects were funded through a combination of BC Growing Communities Funds (BCGF) and Development Cost Charges (DCC’s). However, BCGF does not currently allow funding to be combined with our DCC’s. The details of the proposed amendments are in the attached form for Council’s approval. This is just a funding source change. There is no change in the overall budget.

Summary and conclusion:

The City Manager does not have the authority to change funding source even if there is no increase in budget. Council is being asked to approve the attached budget amendment form.

Respectfully submitted:
Kris Dalio, Director of Finance and IT Services

Approved:
Walter Babicz, City Manager
Meeting date: [2025/11/03]