

Date: April 17, 2026

To: **Mayor and Council.**

Name and title: Kris Dalio, Director of Finance and IT Services

Subject: 2026 Q1 Delegated Authority Report

Attachment(s): Q1 Budget Amendment Form

Recommendation(s):

That Council APPROVES the Budget Amendment Form attached to the report dated April 17, 2026 from the Director of Finance and IT Services titled “2026 Q1 Delegated Authority Report.”

Purpose:

To provide Council with information detailing the use of the City Manager’s delegated authority for the period January 1st to March 31st, 2026.

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 is one capital project that Administration is asking Council for approval to change funding source. The project had a funding source of MFA Lease Proceeds. However, the window to apply for MFA funding had closed before we filed the paperwork. 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 ask for increased budget and the project was completed under 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.

Summary and conclusion:

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: [2026/04/27]