

Council Memo



To	City Council
Service Area	Corporate Services
Date	Wednesday, December 7, 2022
Subject	Council Education: 2022-2023 Approved Budget Review

This memo provides Council with information about the forthcoming Special Council education session on December 7, 2022.

Background

On December 2, 2021, Council approved the City's first Multi-Year Budget (MYB) covering the years 2022 and 2023. The Municipal Act requires that if a municipality passes a MYB, it must "readopt" the budget for every second or subsequent year, either in the year that the budget applies, or in the preceding year. The Budget Confirmation process, which includes reviewing, updating, and confirming the budget, is the mechanism for readoption in the City's [Budget Policy](#). MYB is not a "set it and forget it" exercise; the budget is continually reviewed through the quarterly Budget Monitoring Reports, and a significant staff review of the budget has been underway since June to inform the budget update that will be presented to Council in January. The confirmation of the 2023 budget is planned for January 25, 2023.

Budget education overview

Staff are committed to providing Council with the information required to prepare for the first budget confirmation in 2023. Information shared during the budget education session will not only support the upcoming 2023 budget confirmation but will also lay a foundation of knowledge for Council's term in office as we approach the next four-year MYB cycle covering 2024-2027.

The 2023 budget aligns with the last year of the City's current Strategic Plan, Guelph. Future Ready. Council will work to set their priorities for their term of office throughout the first half of 2023 through the Strategic Plan Refresh, and this work will guide the preparation of the 2024-2027 MYB which will be brought to Council for approval in December 2023.

Education session purpose: The purpose of the budget education session is to provide an orientation to Council covering the following topics:

- how the City builds its budget,
- the MYB budgeting process, and
- the approved 2023 budget.

Outcomes of the education session: The outcome of the education session is an informed Council that has an understanding of what is included in the 2023 approved budget, to provide a foundation and context for the 2023 budget update that will be released on January 12, 2023 through the budget website and presented to Council on January 25, 2023.

Education session agenda: Finance staff will facilitate the budget education session. The agenda will include the following segments and speakers.

Segment	Speaker
Welcome and opening remarks	Trevor Lee
How we build the budget	
The strategic plan and the 2023 budget; foundational financial principles	Tara Baker
Expense budget components; revenue budget components	Shanna O'Dwyer
Compensation	Mark Ellis
Capital investment; funding strategies; reserve and reserve funds; and debt	Greg Clark
What is a multi-year budget	Karen Newland
2023 Approved budget; annual budget confirmation: what to expect; next steps	Stephanie Devost

Related council reports

November 16, 2021 Council report [2021-306 2022 and 2023 City Budget](#)

December 2, 2021 Council memo [2021-370 2022 and 2023 Budget Update](#)

June 17, 2022 Council report [2022-247 2022-2023 Budget Debrief and 2023 Budget Confirmation Planning](#)

Additional resources

[2022 and 2023 budget website](#)

[How to navigate the 2022 and 2023 budget website](#)

Financial strategies

[Infrastructure Renewal Strategy](#)
[Growth Strategy](#)
[City Building Strategy](#)
[Contaminated Sites Strategy](#)
[100% Renewable Energy \(100RE\)](#)

Attachments

Attachment-1 Council education 2022-2023 approved budget review presentation

Attachment-2 Department alignment to the Strategic Plan Pillars

This memo was approved by:

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