



2023 Balanced Budget Update

2020 – 2023 Multi-Year Budget Council Services



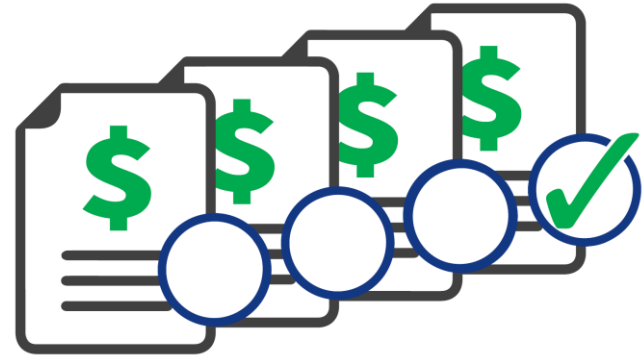
Photo: Kelly Krebs, courtesy Tourism Winnipeg

Executive Policy Committee

March 13, 2023



Agenda

1. Service Description, Goals and Performance Measurement
2. Budget Overview and Highlights
3. Operating Budget:
 - Revenue / Expenditures
 - Changes
 - Salaries and FTEs
 - Reserve Summary – N/A
 - Referrals
4. Poverty Reduction Strategy
5. Capital Budget:
 - Summary
 - Projects
 - Changes
 - Referrals – N/A
 - Overview of Capital Needs
6. Other Important Information and Questions



What We Do

Services Provided*



Services	Description	OurWinnipeg Goals
Audit	The Audit Department provides independent, objective information, advice and assurance regarding performance of civic services in support of transparent, responsible, and accountable government. Reporting to the City's Audit Committee, the Department examines organizational performance, governance and allegations of fraud, waste or abuse to provide Council with reliable information to support informed decision-making.	 Leadership and Good Governance (LG)
City Clerks	<p>Provides direct policy, procedural and administrative services to the Members of Council, and Committees of Council as well as the Mayor's Office and Administrators.</p> <p>The Department is the gateway to the City for political decision-making and the decision-making process. It captures, communicates and maintains a complete and accurate record of all Council decisions since the City's inception.</p> <p>The City Clerk's Department has statutory responsibility for the administration of elections and by-elections as designated by The City of Winnipeg Charter, The Municipal Councils and School Boards Elections Act. The Department supports Council and its Committees under The City Organization By-law, and undertakes all hearings related to assessment appeals through the Board of Revision. As well, the Department coordinates requests for access to information under The Freedom of Information and Protection of Privacy Act (FIPPA), leads the City-wide records and information management program and preserves civic history through the operation of the City of Winnipeg Archives.</p>	 Leadership and Good Governance (LG)

* Source: 2023 Preliminary Budget, Operating and Capital, Volume 2

How We Did

Performance Measurements – Audit

Performance Reporting

Service Goal / Measure Description	2020 Actual	2021 Actual	2022 Target	2023 Target
 Goal 1: To deliver value-added, cost-effective and innovative audit services and reports in accordance with the Council approved audit plan				
% Audit Plan Complete	93%	90%	100%	100%
% Audit Recommendations Accepted	100%	100%	95%	95%
 Goal 2: To support the achievement of transparent, efficient and effective City government services				
Audit Projects Completed				
Assurance Projects	20	15	12	12
Advisory Projects	4	3	3	3
Investigation Projects [A]	139	91	100	100
Projects in Progress	16	13	12	12



[A] In 2021 there were 91 new Fraud & Waste Hotline reports containing 122 new allegations - 28 investigations were in progress and were carried over to 2022.

* Source: 2023 Preliminary Budget, Operating and Capital, Volume 2

How We Did

Performance Measurements – City Clerks

Performance Reporting




Service Goal / Measure Description	2020 Actual	2021 Actual	2022 Target	2023 Target
 Goal 1: Ensure citizen access and the ability to participate in the City of Winnipeg decision making process by posting online all Council and Committee meeting agendas, minutes and disposition of items, and live streaming all meetings				
Total Committee meetings held	208	225	231	231
Council / Standing Committee meetings held	87	100	97	97
Committee meeting videos - live streamed & posted	203	225	216	216
Appeal Committee hearings	75	113	87	87
Decision Making Information System documents posted	1,818	1,028	1,257	1,257
Decision Making Information System site page views	910,101	619,563	653,521	653,521
 Goal 2: Increase access to records held by the City of Winnipeg Archives				
Records requested from Records Centre	936	767	853	853
Records requested from Archives	845	1,057	1,038	1,038
In-person visits to Archives	167	187	253	253
Mail and phone inquiries processed by Archives	841	976	911	911
Archival exhibits	3	10	6	6
Visits to Archives / Winnipeg in Focus Website	144,392	107,630	111,731	111,731

* Source: 2023 Preliminary Budget, Operating and Capital, Volume 2

How We Did

Performance Measurements – City Clerks Cont'd

Performance Reporting

Service Goal / Measure Description	2020 Actual	2021 Actual	2022 Target	2023 Target
 Goal 3: Expand and diversify the collection of the City of Winnipeg Archives				
Records transferred to Archives / Records Centre (Boxes)	692	23	701	701
Digital records transferred to Archives	1.28TB	15.2GB	2TB	3TB
 Goal 4: Promote openness and transparency by ensuring fair access to City records through the coordination of all requests for access to information under the Freedom of Information and Protection of Privacy Act (FIPPA)				
FIPPA requests processed	846	957	942	942
Percent of Formal Freedom of Information Requests, Extensions and 3rd Party Notices Handled within Legislated Timelines [A]	89%	92%	97%	97%
 Goal 5: Facilitate the hearing of assessment appeals by the Board of Revision				
Board of Revision appeals filed	888	476	5,746	688
Board of Revision hearings	324	74	324	305

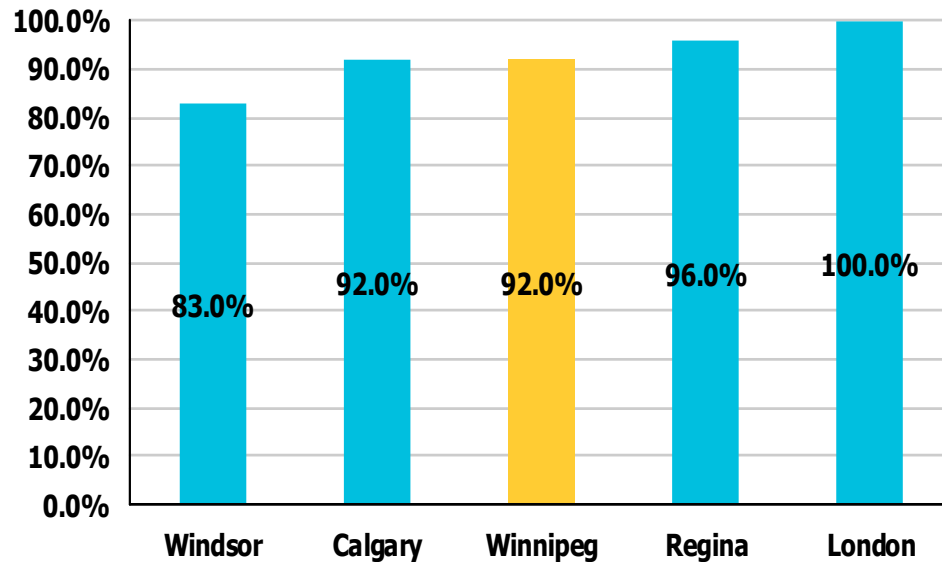
[A] Refer to benchmarking / comparison data on the next page.

* Source: 2023 Preliminary Budget, Operating and Capital, Volume 2

How We Did

Performance Measurements – City Clerks

Percent of Formal Freedom of Information Requests, Extensions and 3rd Party Notices Handled within Legislated Timelines (2021)



Winnipeg is comparable with average percentage (95%) of formal freedom of information requests, extensions and 3rd party notices handled within legislated timelines among cities being compared.

	2017	2018	2019	2020	2021
Wpg. Trend	95.0%	88.0%	84.0%	89.0%	92.0%

Source: Municipal Benchmarking Network Canada (CLKS475)

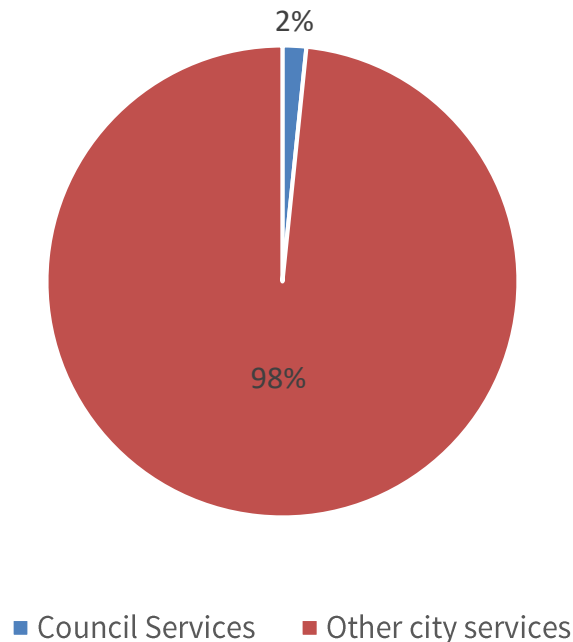
Budget Overview

Budget Overview

(Service Based View)

2023 Average Homeowner's Property Tax Bill - \$1,967

Average Property Tax Bill for City
Services



Total for Council Services = \$32 per year or 1.6%

Budget Overview

(Service Based View)

Preliminary 2023 Budget Update					
Service Based Budget (in millions of \$)	FTEs	Contribution to Service Based	Budget (Mill Rate Support)	Capital Budget	Reserves, Net Income
Auditing	7.0	9%	1.3	0.1	
Mayor and Council	23.0	47%	7.3		
Archives-City Clerks	10.0	10%	1.6		
Elections-City Clerks		5%	0.7		
Citizen Access and Appeals	9.0	5%	0.7		
Council Support-City Clerks	24.0	20%	3.1		
Executive Support	7.0	4%	0.9		
Total	80.0		15.7	0.1	-

Notes:

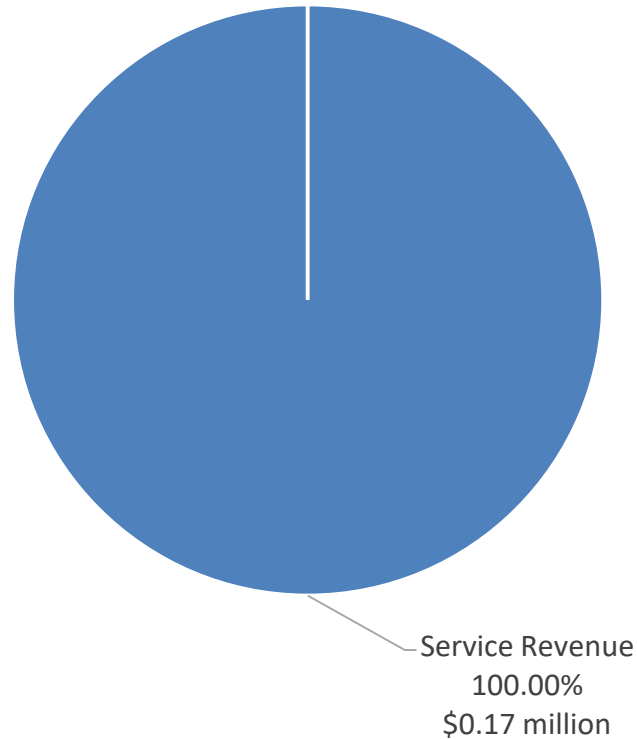
1. Contributing departments to the above service include - Audit, City Clerks, Council, Mayor's Office and Policy & Strategic Initiatives.

Operating Budget

Operating Budget Revenue Overview

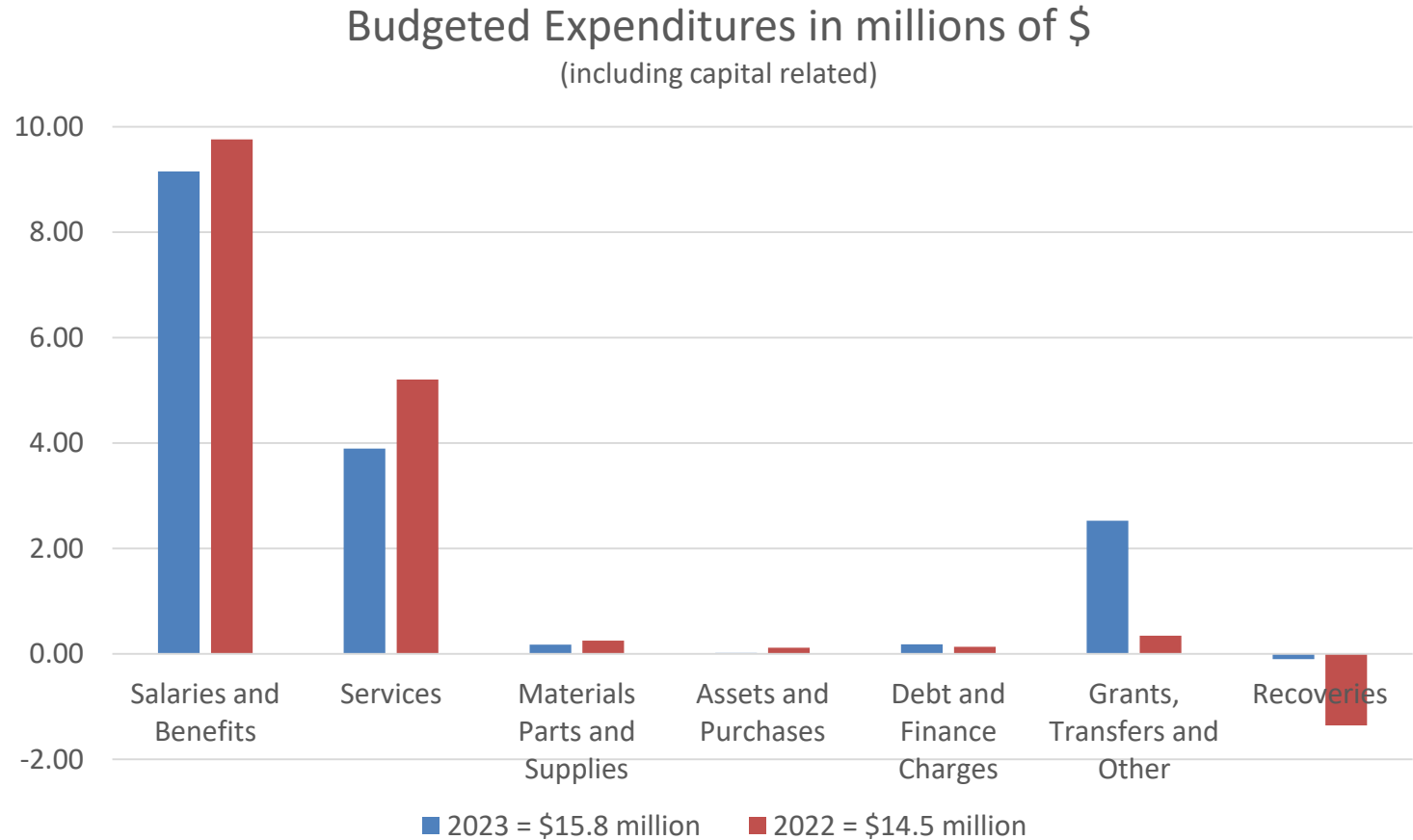
(Service Based View)

2023 Preliminary Budget Revenue = \$0.17 million



Operating Budget Expenditures Overview

(Service Based View)



Operating Budget Changes

Operating Budget (In millions of \$)	MYB Criteria	2023 Budget
Mill Rate Support - Council Approved 2023 Projection from 2022 Budget Process (a)		14.5
<i>Increase (Decrease) From Forecast*:</i>		
<i>Revenue:</i>		
Increase in Board of Revision appeals filing fees	REV/COST	0.1
Revenue Net Change (b)		0.1
<i>Expenditures:</i>		
Increase in Councillor Ward Allowance	REV/COST	0.8
Increase in salaries and benefits	LEGISLATED	0.3
Miscellaneous adjustments	HOUSEKEEP	0.2
Expenditures Net Change (c)		1.3
Mill Rate Support - Preliminary Budget (a-b+c)		15.7
* Includes housekeeping or fine tuning adjustments.		

Salary Budget and Full Time Equivalents (FTEs) / Vacancy Management

	2020 Adopted Budget	2021 Adopted Budget	2022 Adopted Budget	2023 Preliminary Budget	Increase / (Decrease) vs. 2022
Full Time Equivalents <i>(number of FTEs)</i>	79.00	81.00	87.00	80.00	(7.00)
Salaries & Benefits <i>(in millions of \$)</i>	\$ 8.4	\$ 8.5	\$ 9.8	\$ 9.2	\$ (0.6)
Vacancy Management included in Salaries & Benefits <i>(in millions of \$)</i>	\$ (279.000)	\$ (280.000)	\$ (292.000)	\$ (340.000)	\$ (48.000)

Notes:

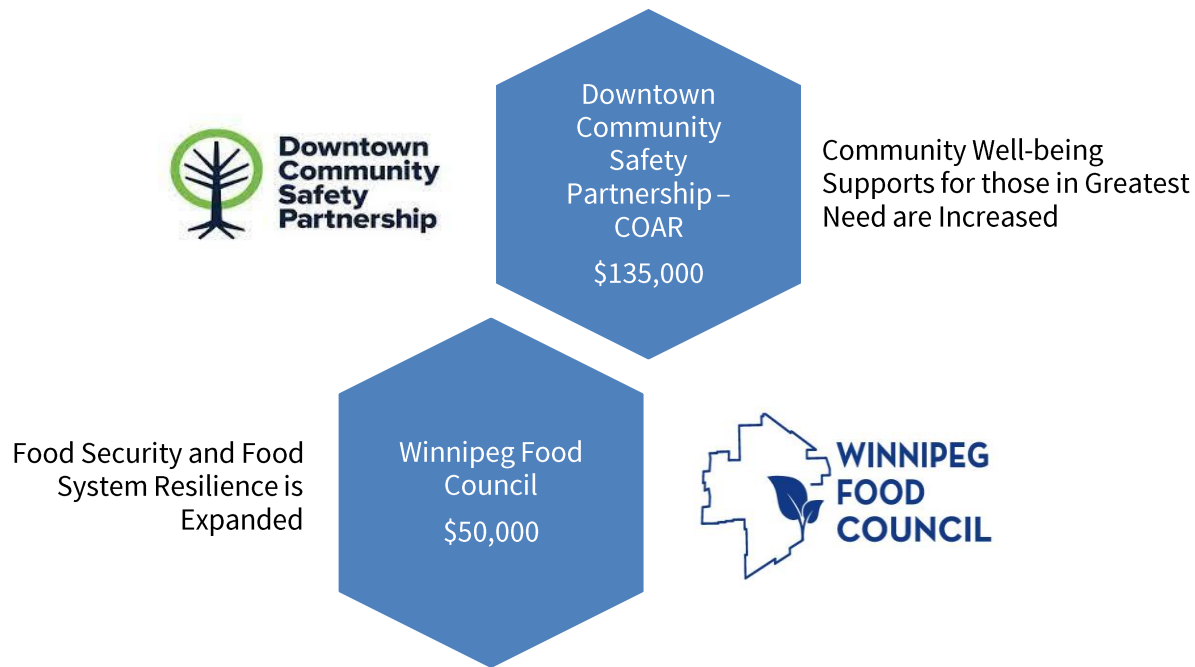
1. 2019 FTEs total = 77.00
2. 2023 FTEs decreased by 7 in comparison to 2022 due to removal of election support positions within the City Clerks department.
3. 1 FTE is approximately equivalent to \$90,426 for vacancy management in the 2023 preliminary budget.

Operating Budget Referrals

Referral Description	SPC/Council and Date	Included in Budget Y/N	2023		2024		2025		2026	
			FTE	\$	FTE	\$	FTE	\$	FTE	\$
Councillors' Offices Resources	EPC (December 7, 2022)	Y	0	775,879	0	1,055,175	0	1,102,245	0	1,151,865
Total			0.00	775,879	0.00	1,055,175	0.00	1,102,245	0.00	1,151,865

Alignment to the Poverty Reduction Strategy

- In response to the Council approved strategy, City Clerks Department has identified work and corresponding budget within the strategy
- 2023 Budget aligned to the strategy:
 - \$185,000 or 1.5% of Total Departmental Operating Expenditures



Capital Budget

Capital Summary – By Service

Service (\$000's)	2022 Adopted Budget	2023 Preliminary Budget	2024 - 2028 Forecast	6-year Total
Council Services	110.0	100.0	550.0	650.0
Total Capital Submission	110.0	100.0	550.0	650.0

Key Projects in the Funded Capital Submission



Election Systems

Systems which need to be upgraded for the 2026 election include the List of Electors and Voting location system, Geographic Information System mapping, election night reporting systems and web sites.

Budget Year(s): 2025-2026

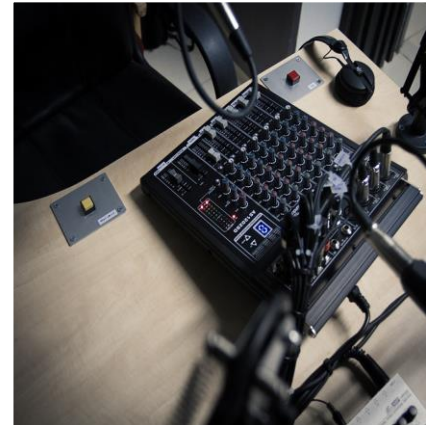
Amount: \$300,000

Audio / Video Equipment Replacement

For the updating of equipment used to produce, live stream, broadcast (TV), and record meetings of Council, Committees and the Board of Revision as well as equipment utilized at off site events such as press conferences and announcements.

Budget Year(s): 2023, 2027-2028

Amount: \$350,000



Capital Budget Changes

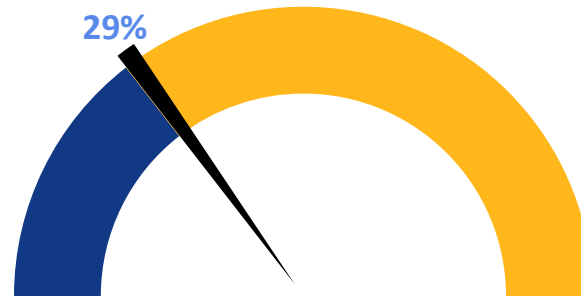
Projects (\$000's)	MYB Criteria	2023 Budget	2024 Forecast	2025 Forecast	2026 Forecast	2027 Forecast	2023 to 2027 Total	2028 Forecast	6-year Total
Council Approved Forecast		100.0		100.0	200.0	100.0	500.0		500.0
Increase / (Decrease) From Forecast:									
2028 Forecast*	REV/COST							150.0	150.0
Total Changes		-	-	-	-	-	-	150.0	150.0
PRELIMINARY CAPITAL BUDGET		100.0	-	100.0	200.0	100.0	500.0	150.0	650.0

* 2028 amount consistent with the 2023 to 2027 capital forecast

Budget Challenges

Budget Outlook

6-Year Infrastructure Funding Level



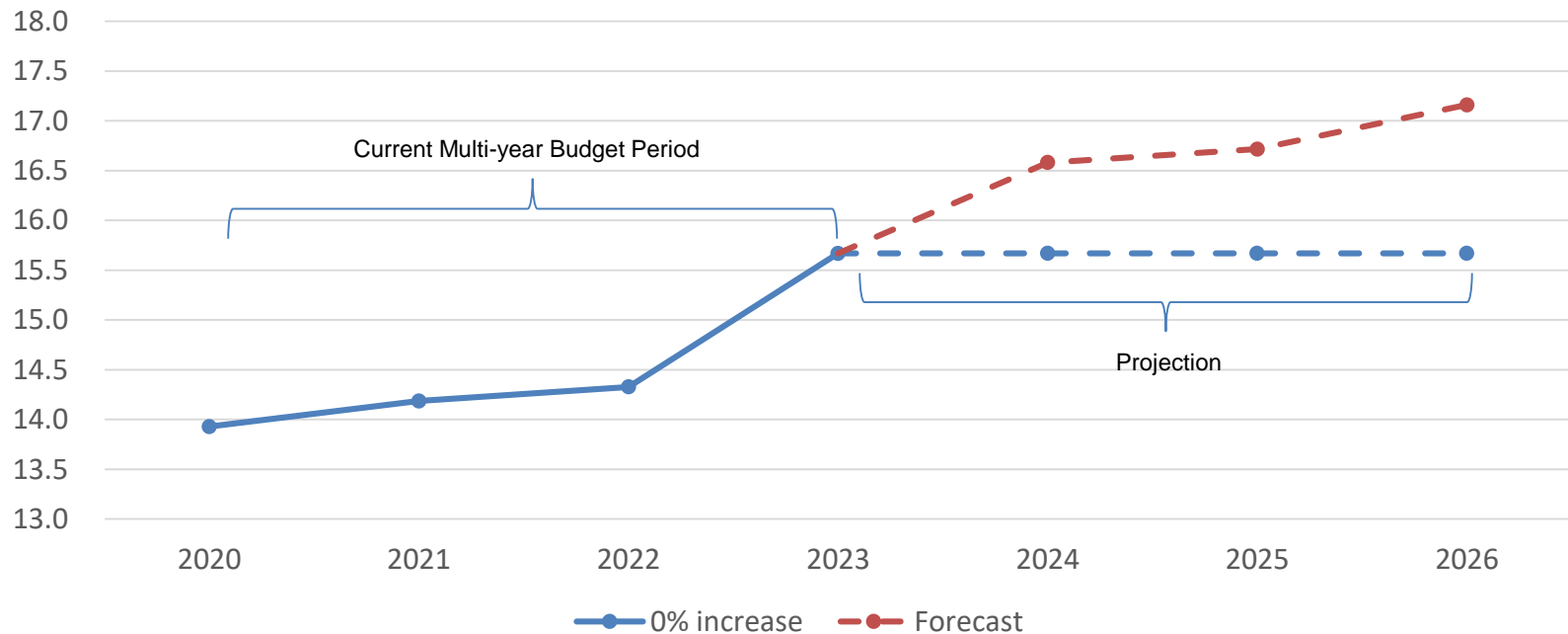
$$\frac{\text{Planned Investment}}{\text{Total Potential Capital}} = \frac{\$0.650 \text{ million}}{\$2.242 \text{ million}} = 29\% \text{ Funded}$$

City's 2023 to 2028 Infrastructure Funding Gap is \$5.7 billion

Budget Outlook

2024 to 2026 Expenditure Projections

Operating Budget Forecast Compared to
EPC Target in the 2020 to 2023 Multi-Year Budget
In millions of \$



Note: Assumptions for 2024 to 2026 Forecast: All expenditures held at 2023 levels with the exception of salaries and benefits, Councillor Ward Allowance and cyclical expenses related to the 2026 Election. Capital related expenditures have been excluded.

