

2012 APPROVED BUDGET DOCUMENT READERS' GUIDE

The budget document describes how the Regional Municipality of Wood Buffalo plans to meet the public service and infrastructure needs of its residents. In addition, the budget document provides resourceful information for residents interested in learning about the operation of the Municipality.

The Regional Municipality of Wood Buffalo's budget document seeks to meet several functions:

- **POLICY DOCUMENT:** At the highest level, the budget document is a culmination of a comprehensive operational review. Council and Administration review the needs of the region, priorities and goals and then match resources against those needs, priorities and goals. Resources are limited, so choices must be made. The annual budget reflects those choices.
- **FINANCIAL PLAN:** The budget establishes the basic guidelines that the Municipality uses to measure and control expenditures and to track revenues.
- **OPERATING GUIDE:** The budget identifies work plans and goals to be achieved for each department in the coming year.
- **COMMUNICATION TOOL:** The budget document is one of the means the Municipality uses to explain the various demands, needs, constraints, resources, and opportunities it faces. The document communicates the choices made and the direction in which the Municipality is headed.

The budget document has been arranged in a manner that assists the reader in understanding how and why the Municipality budgets as it does and to provide summary level information at the beginning of the budget document with more detailed information at the end. Not only is the document arranged from summary to more detailed, each section is arranged in the same manner.

The Regional Municipality of Wood Buffalo's budget document is arranged into five main sections:

- **INTRODUCTION**
- **2012 APPROVED BUDGET**
- **2012 CAPITAL BUDGET AND 2013-2017 PLAN**
- **APPENDICES**

INTRODUCTION

This section provides an overview of the Municipality's governance structure - Elected Officials and Administration. This is achieved through the inclusion of a map showing the elected officials and their associated wards, messages from the Mayor and Chief Administrative Officer. This section also includes the Municipal Development Plan, Corporate Priorities and Financial Policies adopted by the Regional Municipality of Wood Buffalo.

2012 APPROVED BUDGET OVERVIEW

This section covers the Budget outlook, guidelines and assumptions. It presents the fund structure of the Municipality and a message from the Chief Financial Officer which highlights key aspects of the 2012 budget. This section also provides all financial summaries



2012 CAPITAL BUDGET AND 2013-2017 Plan

This section contains details about the Regional Municipality of Wood Buffalo's approved 2012 capital budget and the 2013 – 2017 capital plans. The section contains the 2012 Capital Budget and Plan by major category - Public Facilities, Recreation and Culture, and Transportation.

APPENDIX A – Economic Profile

This section contains information on the communities in the Regional Municipality of Wood Buffalo as well as key statistical information on the oil sands, population and demographics, educational attainment, lifestyle and community services and much more.

APPENDIX B – Strategic Plan 2012-2016

This section contains the Strategic Plan for the Regional Municipality of Wood Buffalo.

APPENDIX C – Fiscal Management Strategy 2011-2014

This section contains the Municipality's Fiscal Management Strategy as approved by Council. As part of long-term financial planning, the Regional Municipality of Wood Buffalo undertakes an annual in depth review of its current financial position through a process of systematic forecast of future financial needs. The resultant findings provide context for setting the current year's property tax rates and guidelines for future budget development in light of existing Council mandates regarding: Debt, Operating and Capital Reserves, User Fees and Investments.

APPENDIX D – Business Plans

This section contains business plans for each of the twenty (20) departments arranged into eight (8) divisions. Each business plan provides details of services provided, a work plan, budget and staffing summary.

APPENDIX E – Glossary of Terms

